

HUD Youth Homelessness Demonstration Program Round 7

MI-508 Lansing, East Lansing/Ingham County Continuum of Care

Request for Proposal (RFP) for New Project Applications

Overview

The Capital Region Housing Collaborative, also known as MI-508 Lansing, East Lansing/Ingham County Continuum of Care, in collaboration with the Youth Action Council was awarded Youth Homelessness Demonstration Project (YHDP) funding in HUD's seventh round of YHDP competitions.

YHDP is a demonstration initiative designed to support communities in the work to prevent and end youth homelessness. The goal of the YHDP is to support selected communities, including rural, suburban, and urban areas across the United States, in the development and implementation of a coordinated community approach to addressing the issue of youth homelessness locally.

The Capital Region Housing Collaborative received an award of \$1,955,191 to be utilized for both planning activities and two years of programming designed to help youth and young adults obtain and maintain permanent housing. The Capital Region Housing Collaborative is now seeking project proposals from Ingham County providers of housing and supportive services to operate the projects designed through the coordinated community planning process.

Project Type	Maximum Two-year Grant Award
Housing and Systems Navigation (SSO)	\$352,000
Joint Crisis Transitional Housing and Rapid Rehousing (RRH)	\$1,017,403
Permanent Supportive Housing (PSH)	\$478,289

Below, you will find more information about the eligible project types, as well as the shared vision and guiding principles that must be reflected in any application to be considered.

To learn more about the HUD Notice of Funding Opportunity (NOFO) through which Ingham County was awarded, please review the [NOFO, Appendix A, and Appendix B found at this link](#).

For more general information about YHDP, please see the [HUD Exchange Landing Page](#).

A Shared Vision for Ingham County

The following vision statement was developed by the Youth Action Council in partnership with the YHDP youth subcommittee:

The Capital Area Community envisions a CoC as an equitable, safe space where youth can find safe, sustainable, and more affordable access to housing. Where there is a focus on changing systems rather than changing individuals and where service provision is trauma-informed, anti-racist, and abolitionist. With a focus on preventing youth homelessness, we can significantly reduce the cyclical nature of homelessness in general. We can

HUD Youth Homelessness Demonstration Program Round 7

MI-508 Lansing, East Lansing/Ingham County Continuum of Care

Request for Proposal (RFP) for New Project Applications

do this when aiming to support youth in adjacent systems such as juvenile justice, healthcare system, and the foster care system. Ultimately, we envision a place where youth homelessness eventually does not exist, where there is equitable access to free education, social/mental support, and assistance whenever needed.

YHDP Principles

Equity: Research has found significant racial and ethnic disparities in rates of homelessness. Specifically, Black, Indigenous, Hispanic (non-white), and LGBTQ+ youth experience homelessness at disproportionately higher rates. Project applications, and all other efforts to prevent and end youth homelessness, should consider and address racial and other inequities and other social inequities to successfully achieve positive outcomes for all youth experiencing homelessness. This includes identifying barriers that led to any disparities in populations being served and taking steps to eliminate said barriers in individual programs as well as the youth homelessness response system.

Positive Youth Development (PYD) and Trauma Informed Care (TIC): Both PYD and TIC are accepted as best practices in housing and service delivery for youth. The principles and service frameworks of PYD and TIC should be incorporated into all YHDP project design, implementation, and ongoing evaluation.

Housing First: Housing is a cornerstone for meeting a multitude of basic needs necessary for success. Young people should be provided with rapid access to safe, secure, and stable housing that meets their wants and needs as quickly as possible and without the condition that they are “ready” for housing. Projects must offer housing and services assistance to youth without pre-conditions (e.g., criminal history requirements, sobriety, etc.) and must take steps to reduce barriers to retaining said housing and services (e.g., only terminating a young person from assistance in the most severe of circumstances).

Housing First: Housing is a cornerstone for meeting a multitude of basic needs necessary for success. Young people should be provided with rapid access to safe, secure, and stable housing that meets their wants and needs as quickly as possible and without the condition that they are “ready” for housing. Projects must offer housing and services assistance to youth without pre-conditions (e.g., criminal history requirements, sobriety, etc.) and must take steps to reduce barriers to retaining said housing and services (e.g., only terminating a young person from assistance in the most severe of circumstances).

Youth Choice and Individualized, Client-driven Supports: The capacity for self-determination is a critical factor in obtaining many positive outcomes for Transition Aged Youth and is closely related to the principles of PYD. Consistent with federal youth policy, allowing youth to exercise self-determination is a youth-centered approach that values youths’ expressed needs, self-awareness, and community knowledge and connections. This approach emphasizes youth choice in terms of the type of housing they want and need and the extent and nature of the supports and services they access. The needs of every individual young person are unique, and YHDP-funded projects must ensure that housing and services are individualized and client-driven in order to meet those unique needs.

HUD Youth Homelessness Demonstration Program Round 7

MI-508 Lansing, East Lansing/Ingham County Continuum of Care

Request for Proposal (RFP) for New Project Applications

Youth Leadership: Youth leadership and authentic youth engagement are essential in the work to prevent and end youth homelessness. YHDP-funded organizations and partners must imbed authentic youth engagement into the design, implementation, and ongoing evaluation of all YHDP-funded projects and systems-level efforts to prevent and end youth homelessness. Youth leadership and authentic youth engagement can be demonstrated by elevating the voices and expertise of youth and young adults with lived experience, sharing decision-making power, partnering with the Youth Action Council, and more.

Eligible Applicants

Eligible project applicants are nonprofit organizations, states, local governments, and instrumentalities of state and local governments. For-profit entities are not eligible to apply for grants or to be sub-recipients of grant funds.

Applications shall only be considered from project applicants in good standing with the state and federal government, which means that the applicant does not have any open monitoring or audit unresolved findings, or outstanding obligation to the government that is in arrears or for which a payment schedule has not been agreed upon.

For applicants with past or current CoC-funded projects, any of the following must be resolved or adequately addressed in the application:

- history of slow expenditure of grant funds,
- history of serving ineligible program participants,
- expending funds on ineligible costs, or
- failing to expend funds within statutorily established timeframes.

Project Requirements

Selected project applicant(s) will be required to adhere to the following:

- Applicant must meet all criteria described in Evaluation and Scoring Tool as minimum threshold requirements
- Applicant must agree to work in partnership with the Capital Region Housing Collaborative and Youth Action Council
- Awarded applicants must submit formal application to HUD by no later than June 28th through e-snaps, the electronic Continuum of Care (CoC) Program Application and Grants Management System that HUD's Office of Special Needs Assistance Programs (SNAPS) uses to support the CoC Program funding application and grant awards process for the CoC Program
- Project must participate in homeless response system activities such as data entry into the Homeless Management Information System (HMIS), related grant management and reporting, coordinated entry system, etc.

HUD Youth Homelessness Demonstration Program Round 7

MI-508 Lansing, East Lansing/Ingham County Continuum of Care

Request for Proposal (RFP) for New Project Applications

- Project recipient or subrecipient must match all grant funds (except for leasing funds) with no less than 25% of cash or in-kind contributions from other sources. [See this link for more information about CoC Match Requirements.](#)
- Project funds may only be spent on costs eligible according to the CoC Program Interim Rule and YHDP NOFO.
 - [CoC Program Interim Rule](#)
 - [Round 7 YHDP NOFO](#)
- Project(s) may only serve youth who meet the eligibility criteria under categories 1, 2, or 4 of HUD's homelessness definition, in addition to adhering to any local eligibility or prioritization criteria
- Projects may consider taking advantage of the special YHDP activities made available through Appendix A of the YHDP NOFO. Applicants are encouraged to review the special activities to consider how these expanded activities and eligible costs may increase and/or improve a project's ability to meet the unique needs of Ingham County's youth and young adults. A description of all special activities [may be found here at Appendix A of the Round 7 YHDP NOFO.](#)

Considerations

- Applications must align as closely to the proposed sample budgets as possible, with the understanding that applicants may have access to different resources, match sources, etc. that may alter the budget line-item allocations to some degree.
 - Applicants must be flexible and open to adjustment of funding allocations between the time of the local award announcement and application submission to HUD in order to account for HUD funding percentage requirements, proposals received, etc.
- Applicants may apply for multiple projects; however, one application must be submitted for each individual project
- Organizations may create partnerships to create joint proposals and operate projects in partnership. For example, in the rapid rehousing project, you may have one organization administer the rental assistance and other organizations provide the services.

Project Descriptions

The Capital Region Housing Collaborative is seeking applicants to operate the following projects, designed in collaboration with the Youth Action Council.

- Housing and Systems Navigation
- Joint Crisis Transitional Housing and Rapid Rehousing
- Permanent Supportive Housing

HUD Youth Homelessness Demonstration Program Round 7

MI-508 Lansing, East Lansing/Ingham County Continuum of Care

Request for Proposal (RFP) for New Project Applications

Housing and Systems Navigation - SSO		
<p>Project Description: The Housing and Systems Navigation project will provide housing-focused supportive services to any youth and young adults throughout Ingham County who are unable to otherwise access sufficient case management or housing supports during their experience of homelessness. Services will be focused on resolving a young person’s immediate housing crisis through housing problem-solving practices and housing search and placement, supporting access to mainstream benefits and resources, assisting with income maximization, and the provision of other services related to obtaining and maintaining permanent housing.</p>		
<p>Target population(s): any youth and young adults aged 24 or younger who are experiencing homelessness or housing instability within Ingham County; LGBTQ+ youth who are unable to access safe and affirming supportive services to exit homelessness</p>		
<p>Services to be Provided, Paid For, or Connected To:</p> <ul style="list-style-type: none"> • Housing problem-solving • Housing search and placement • Support with temporary and long-term transportation assistance • Support with access to healthy food • Life skills building (financial literacy, tenancy and roommate skills, cooking and grocery shopping, and more) • Supportive referral and connection to services such as education and employment assistance, healthcare (physical and mental), legal services, and more 		
<p>Total Full Time Employees: 2 Housing and Systems Navigators</p>	<p>Total Youth Served: Each navigator will support a caseload of approximately 25 youth at a time. Estimate length of assistance is six months, meaning project will potentially serve up to 100 youth annually</p>	
Preliminary Budget Estimates (2-year)		
Budget Line Item	Description	Total
Supportive Services	2 FTE navigators, \$50,000 dedicated to housing-related costs (security deposits, rent arrears, etc.), \$30,000 dedicated to other supportive services costs (transportation, food, etc.)	\$320,000
Administration	General management and oversight, etc.	\$32,000

HUD Youth Homelessness Demonstration Program Round 7

MI-508 Lansing, East Lansing/Ingham County Continuum of Care

Request for Proposal (RFP) for New Project Applications

Total 2-year Budget	\$352,000
Total Budget Dedicated to Housing Costs	\$50,000

Transitional Housing and Rapid Rehousing - TH-RRH

Project Description: The TH-RRH project will operate with a crisis transitional housing model that serves as a safe place for youth to stay temporarily, with the goal of moving on to a permanent housing placement through RRH (or otherwise) within six months of entry (with flexibility for youth who need a longer stay in TH). TH units must include a combination of individual units for youth (e.g., one-bedroom) and more shared living/congregate options (e.g., three-bedroom unit). Youth who opt into the rapid rehousing portion of the program for permanent housing placement will be provided with supportive services geared toward setting and achieving personal goals related to maintaining housing stability, income maximization, connection to natural and community supports, and more. Youth will receive housing and services assistance for 24 months, with the opportunity to offer a longer period of assistance to youth who need it (pending special activity approval). Youth in both TH and RRH sides of the project will have access to a peer mentor.

Target population(s): youth and young adults, including pregnant and parenting youth, who are aged 18-24 and experiencing homelessness in Ingham County; LGBTQ+ youth

Services to be Provided, Paid For, or Connected to:

- Housing problem-solving
- Housing search and placement
- Peer supports and mediation
- Support with temporary and long-term transportation assistance
- Food assistance
- Employment assistance and income maximization
- Life skills building (financial literacy, nutrition and healthy living, parenting, and more)
- Strengthening family (chosen or otherwise) and community connections
- Child care
- Supportive referral and connection to physical and mental health services
- Support with connection to and navigating higher education and/or vocational training

Total Full Time Employees: 2 FTE case managers, .5 FTE peer mentor

Total Youth Served: This project will serve a minimum of 8 youth in TH and 16 youth in RRH at a given time. Ingham County anticipates that this project will likely serve some young families, which would increase these totals

HUD Youth Homelessness Demonstration Program Round 7

MI-508 Lansing, East Lansing/Ingham County Continuum of Care

Request for Proposal (RFP) for New Project Applications

Preliminary Budget Estimates (2-year)		
Budget Line Item	Description	Total
Supportive Services	2 FTE case managers, 1 part-time FTE peer mentor, \$40,000 dedicated to other supportive services costs (transportation, food, etc.)	\$330,000
Rental Assistance	16 1br units at FMR (\$887)	\$340,608
Leasing	8 1br units at FMR (\$887)	\$170,304
Operating	Furniture for TH units, maintenance and repair, utilities, etc.	\$80,000
Administration	General management and oversight, etc.	\$92,491.20
Total 2-year Budget		\$1,013,403.20
Total Budget Dedicated to Housing Costs		\$590,912

Permanent Supportive Housing - PH-PSH
<p>Project Description: A permanent supportive housing project that is dedicated to supporting those youth in Ingham County who have a high level of need but are typically not prioritized for supportive housing options in the CoC. This low-barrier, housing first oriented permanent housing project will provide individualized, youth-centered case management that is focused on obtaining and maintaining housing stability. Supportive services will also encourage ongoing, long-term subsidized housing search in order to promote a move-on strategy for youth who are willing and able to transition from youth-focused PSH into other affordable housing options with community-based services.</p>
<p>Target population(s): youth and young adults who are aged 18-24 with a disabling condition and the highest level of supportive service needs.</p>
<p>Services to be Provided, Paid For, or Connected To:</p> <ul style="list-style-type: none"> • Housing search and placement • Support with temporary and long-term transportation assistance • Support with access to healthy food • Income maximization (SOAR, etc.)

HUD Youth Homelessness Demonstration Program Round 7

MI-508 Lansing, East Lansing/Ingham County Continuum of Care

Request for Proposal (RFP) for New Project Applications

<ul style="list-style-type: none"> • Life skills building • Tenancy and stabilization supports • Strengthening family (chosen or otherwise) and community connections • Supportive referral and connection to physical and mental health services • Education and employment assistance 		
Total Full Time Employees: 1 FTE case manager	Total Youth Served: This project will serve a minimum of 13 youth at a given time	
Preliminary Budget Estimates (2-year)		
Budget Line Item	Description	Total
Supportive Services	1 FTE case manager, \$40,000 other supportive services costs (transportation, food, etc.)	\$154,186.20
Rental Assistance	13 1br units at FMR (\$887)	\$276,744
Administration	General management and oversight, etc.	\$41,545.60
Total 2-year Budget		\$478,289
Total Budget Dedicated to Housing Costs		\$276,744

Procurement Timeline

Activity	Date
Request for Proposal posted publicly	Tuesday May 7 th
Information Session for Interested Applicants	Friday May 10 th from 10:30am-12pm ET Click this link to join the Zoom meeting
Applications DUE	Tuesday May 28 th by 5pm ET
Review and scoring of applications	Wednesday May 29 th through Friday June 7 th
Local award of project funds ANNOUNCED	Friday June 14 th
Project applications due to HUD in e-snaps	Friday June 28 th

HUD Youth Homelessness Demonstration Program Round 7

MI-508 Lansing, East Lansing/Ingham County Continuum of Care

Request for Proposal (RFP) for New Project Applications

Application Requirements

A completed application package must include:

- Completed Application document
- Narrative response attachment
- Letter(s) of match commitment
- Verification of eligible applicant (e.g., nonprofit) status
- Memorandum of Understanding (MOU) with partner agency if submitting application as recipient/subrecipient

Questions

Questions about this request for proposal and application may be submitted to the CoC's YHDP-funded technical assistance providers at efitzpatrick@tacinc.org. Questions and responses will be posted to the public-facing document [found at this link](#) as they are received, on an ongoing basis. **All questions must be submitted by 5pm on Friday May 24th in order to receive a posted response.**

Applications must be submitted to the Capital Region Housing Collaborative at glhrncoordinator@gmail.com by no later than 5pm on Tuesday May 28th.