

# Indiana Housing and Community Development Authority



## **INDIANA HOMELESS PREVENTION AND RAPID RE-HOUSING Continuum of Care Request for Qualifications**



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## Resources

- IN - HPRP Power Point Posted
  - <http://www.in.gov/ihcda/3120.htm>
- HUD – HPRP Notice and Webcasts – *wealth of good information!*
  - [www.hudhre.info](http://www.hudhre.info)
  - **Virtual helpdesk and searchable FAQs**
- National Alliance to End Homelessness
  - [www.endhomeless.org](http://www.endhomeless.org)
  - Best Practices, guides
- Corporation for Supportive Housing
  - [www.csh.org](http://www.csh.org)
  - Information on permanent supportive housing

## Creating a Prevention and Rapid Re-housing Plan: Best Practices

- The most economically efficient way for most families and individuals to end homelessness is to prevent its occurrence.
- Two principles of prevention/rapid re-housing
  - ✦ Resources should be targeted to households with the highest likelihood of becoming homeless.
  - ✦ Programs should provide just enough assistance to prevent or end an episode of homelessness, stretching resources as far as possible.



## • Time Line: Key Dates and Deadlines

- ✦ May 15<sup>th</sup>: RFQ released
- ✦ May 15<sup>th</sup>: Formation of HPRP Implementation Committee
- ✦ June 15<sup>th</sup>: RFQ due
- ✦ July 2: HUD Completes review of C of C Plan
- ✦ July 15: Acceptance/ Refinement of Central Access Center selections



- **Time Line: Key Dates and Deadlines**
  - ✦ **August 15: C of C HPRP Operational Plans**
  - ✦ **September 30: Contracts between IHCD and Sub recipients complete.**
  - ✦ **September 7 – 11: Training for Case Managers and Data Entry personnel.**

## General Information:

- IHADA receives funds from the HPRP to allocate over the “balance of state.” These funds must be used only for the specified purposes of the HPRP, which are targeted for persons with moderate barriers to resumption of housing permanency.
- The State has chosen to allocate this \$16,293,551 through the Continuum of Care structure and is asking each Continuum to identify and work with a single Central Access agency.



- Each Indiana C of C will receive an allocation of the funds from the State's portion of the HPRP.
- The allocations are based on the Continuum's CDBG grants and are a proportion of the State's total. Continua with an Entitlement City are allocated the difference between the Entitlement City grant and their eligible proportion from the balance of state.
- For example, if a Continuum should receive 4% of the overall HPRP and has an Entitlement City within it, the allocation from IHDA will be the difference between the 4% and whatever the City received.



## Responsibilities of the Continuum:

- Create an Implementation Subcommittee to solicit and work with an applicant Central Access Center.
- Plan and do preliminary development of relationships with partner agencies, e.g. case management providers.
- Identify and approach landlords/ property managers of potential rental assistance properties.
- Specification of emphasis and budget allocation to various eligible activities.



## Continuum Responsibilities:

- Creation and support of outreach activities to increase public awareness of program.
- Assistance in coordination with partner agencies in Continuum's plan.
- Continuing oversight and communication regarding HPRP funds and their impact on the community.



- **Implementation Committee Tasks**
  - C of C's are to form an implementation committee to respond to the RFQ and communicate the contact information to IHCDA.
  - IHCDA will provide ongoing TA to implementation committees. We have set up conference calls every Friday for Question and Answer and to share information. The First Friday call will be May 29<sup>th</sup>, 2009 at 2pm. Thereafter, we will host a call every Friday at 2pm until at least the end of July



- **Implementation Committee Tasks:**
  - ✦ Identify an organization(s) to serve as a Central Assess Point and fiduciary agent for the HPRP Funds.
  - ✦ Case Management staff salaries for HPRP – what is reasonable?
  - ✦ Do you need case management staff in every county of your region? Probably not enough \$.
  - ✦ Identify and Focus on the areas of your region that are seeing the highest amounts of homelessness.



- **Implementation Committee Tasks:**
  - ✦ Identify who will provide housing inspections? Will it be the same person who will provide housing placement services?
  - ✦ Identify who will perform the every 3 month income updates and functional assessments?
  - ✦ Identify and collaborate with the shelters in your region.
  - ✦ Utilize relationships already established in the your region. Do not pay for new staff salaries unnecessarily.



## Continuum Implementation Committee Parameters:

- Small, efficient core group with orientation toward operations.
- Able to meet regularly and communicate via e-mail and phone.
- Include expertise in the financial, services and legal areas (not necessarily an attorney.)
- Assist selected Central Access Center in identifying landlords, utilities and other eligible service providers.
- Forge overall plan for how Continuum is to implement HPRP for C of C approval.

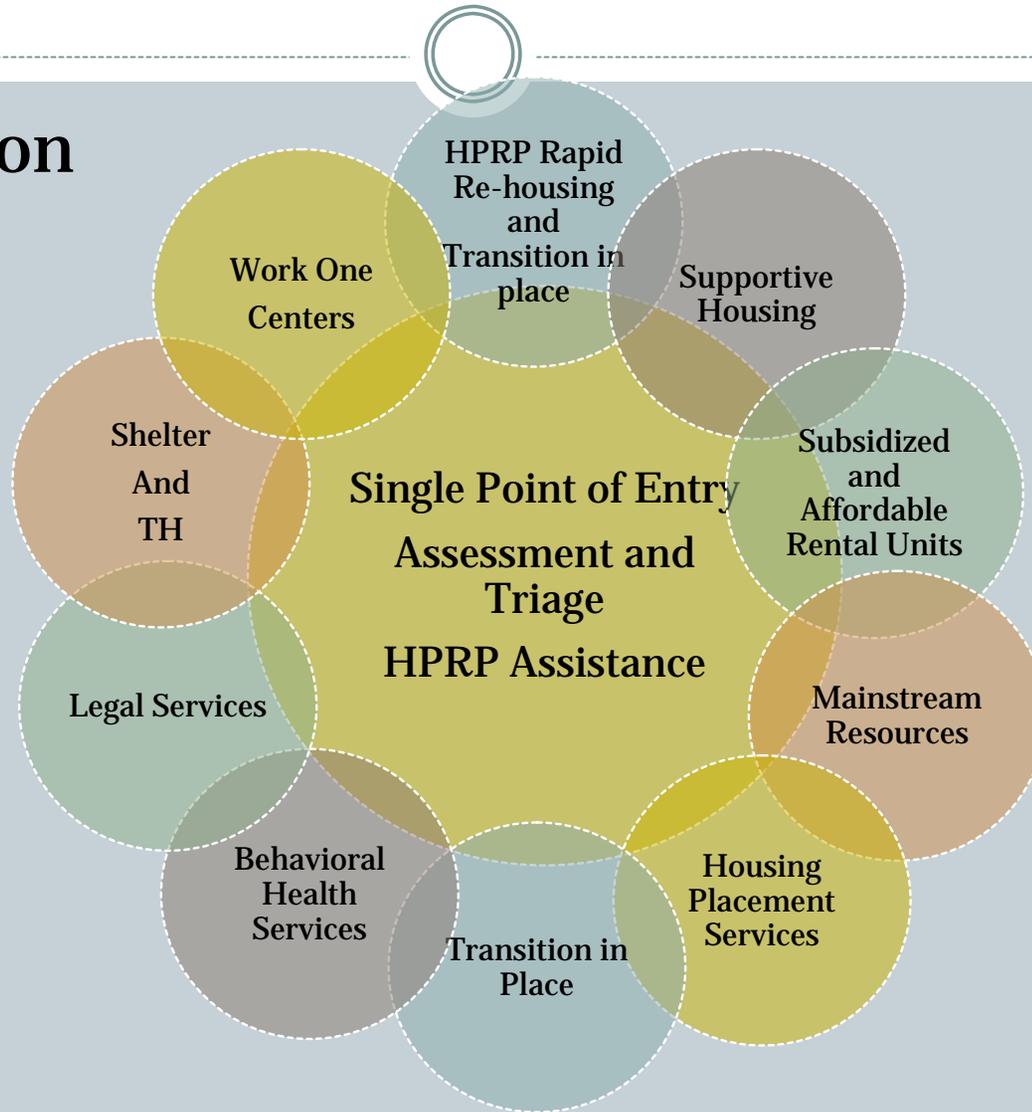
## Eligible Central Access Center Agencies

- Must be non-profit, governmental or church entity with a demonstrated history of financial management and the ability to provide or arrange for:
  - Triage
  - Financial Assistance
  - Housing placement services
  - Data Collection
- Selected agencies will become the sub grantee for the Continuum and receive HPRP funds directly from IHCDA on a monthly basis.
- Central Access Centers must participate in the HMIS, use the IHOP pre-screening tool and send specified case managers to the IHCDA training.

## Central Access Agency responsibilities:

- Pre-screening and assessment of potential participants.
- Development of housing case management plans for permanency.
- Generation of vouchers for eligible supports
- Location and inspection of rental assistance units.
- Negotiation of contracts or MOUs with landlords, utilities, legal assistance and credit repair organizations.
- Issuance and tracking of checks for all eligible activities.
- Follow-up of all participants
- Accurate and timely entry of all required information into HMIS.

- **Collaboration**



## IHCDA Program Goals

- Homeless Prevention
- Rapidly Re-house Families and Individuals with Moderate Barriers to Housing who are residing in shelters
- Enhance and Coordinate Support Systems
- Optimize use of Mainstream Resources
- Reduce the Number of Families and Individuals cycling through emergency systems of care
- Reduce total shelter days across the state by 30%

## Continuum Goals: Short Range

- Obtain Balance of State allocation
- Establish and develop Work plan for Implementation Sub-committee.
- Define and plan for local emphasis on prevention/ rapid re-housing
- Identify and work with Central Access Agency
- Submit and obtain approval of HPRP plan

## IHCDA Responsibilities

- Submit plan to HUD
- Allocate resources – monitoring
- Case management training
- Design and implement assessment tools
- IT support
  - HMIS
  - IHOP
  - Social Serve
- Develop eligibility and rental infrastructure
- Develop mainstream resource support
- Coordinate with entitlement cities

## CoC Responsibilities

- Respond to RFQ
  - Put together an implementation committee to work with IHCDA
  - Identify organization for Single Point of Entry and HPRP administrator
- Identify, coordinate and memorialize local assistance network
- Provide triage and assessments using state tools
- Develop and implement HPRP outreach using state tools
- Work with IHCDA to develop local referral system with other state agencies
- Put "housing" at the front and center, prioritizing the rapid return to housing
- Identify local discharge interventions



# Comments and Questions