

Family Homeless Prevention and Assistance Program (FHPAP) Work Plan 2024-25 Biennium

The purpose of the FHPAP Work Plan is to describe changes to the budget, outputs, or activities due to the final FHPAP Standard Grant Proceeds amount. The FHPAP Work Plan must be submitted and approved by MHFA prior to the execution of the Grant Contract Agreement.

BUDGET AND PROJECTED HOUSEHOLDS					
<p>Expectation: The Grantee must adjust its budget and proposed households to match the Standard Grant Proceeds award amount provided by MHFA. The final budget document, including the projected number of households to be served, must reflect spirit and intent of the initial application.</p>					
<ol style="list-style-type: none"> 1. Submit copies of updated budget spreadsheets for Standard Grant Proceeds for the total budget, Grantee budget and subgrantee budgets. 2. If the budget and outputs have been adjusted proportionately but no change has been made to the anticipated services or activities, you may skip this question. If adjustments have been made that differ from the initial application, please describe here: <ul style="list-style-type: none"> • Details of any revisions to the proposed activities based on the Standard Grant Proceeds award amount • Details of any revisions to the proposed households served based on the Standard Grant Proceeds award amount • Rationale for any budget items that have significantly higher cost per household than the initial application 					
<p>Response: The original funding request was for \$13,633,364.20, and Ramsey County received an award of \$6,590,000.00 which represents a decrease of 51%. As a result, projects originally selected for our application had to be eliminated and/or reduced significantly. We originally proposed subcontracting with 15 agencies to carry out 21 projects (12 Prevention, 2 Coordinated Entry, 5 Rapid Rehousing, 2 Street Outreach). Following revisions we will subcontract with 13 agencies to carry out 17 projects (10 Prevention, 2 Coordinated Entry, 4 Rapid Rehousing, and 1 Street Outreach).</p> <p>The table below shows a breakdown in our original funding by project type. This is contrasted with our revised funding by project type. Ramsey County intends to expend the FHPAP Standard budget starting 7/1/24 or sooner, depending on when Fast Track is expended (this could vary by subgrantee).</p>					
FUNDING					
	Coordinated Entry	Prevention	Rapid Rehousing	Street Outreach	Grantee
Original (\$13,633,364.20)	\$483,35815 (4%)	\$9,150,229.45 (66%)	\$3,146,926.60 (23%)	\$611,006.00 (4%)	\$241,844.00 (3%)

Exhibit B

Fast Track (\$3,393,850.00)	\$137,781.25 (4%)	\$2,327,958.39 (69%)	\$736,291 (22%)	\$113,068.75 (3%)	\$78,750.03 (2%)
Standard (\$3,196,150.00)	\$229,635.42 (7%)	\$1,884,058.27 (59%)	\$762,758.35 (24%)	\$188,447.92 (6%)	\$131,250.04 (4%)
Totals Fast Track & Standard (\$6,590,000.00)	\$367,416.67 (5.6%)	\$4,297,133.25 (65%)	\$1,413,933.34 (21.5%)	\$301,516.67 (4.6%)	\$210,000.07 (3%)

Note: In our original application, 8.6% of our total budget was allocated toward administrative expenses out of the allowable 10%. Since our application, Minnesota Housing increased the allowable administrative expenses to 15%. Due to the reduction in our original request and the increase in the allowable administrative expenses, we increased the administrative cost to 15% for the FHPAP Standard budget to carry out services to residents.

Household Projections

The table below shows a breakdown in our original household projections by project type. This is contrasted with our revised household projections by project type. Additionally, since our application was submitted, we are heeding guidance from MN Housing to implement a Housing First Approach in our prevention projects. This transition moves us away from primarily providing one-time assistance and allows us to serve more households for longer periods infused with voluntary supportive services as budgets allow. The impact is that we serve less households than our original projections.

HOUSEHOLD PROJECTIONS					
FUNDING	Coordinated Entry	Prevention	Rapid Rehousing	Street Outreach	TOTALS
Original	1400	3070	240	3247	7957
Fast Track	512	784	62	795	2153
Standard	863	345	57	1325	2590
Totals Fast Track & Standard	1375	1117	72	2120	4684

*Note that for Rapid Rehousing, the total (Fast Track + Standard) is lower from combined fast track and standard grant proceeds as households will be served in both periods.

Grantee Budget:

Ramsey County will utilize 4% of the Standard Grant Proceeds to cover costs for FHPAP grant management. Ramsey County intends to hire a limited duration staff to better support the increase in funding and administrative oversight required by FHPAP.

Coordinated Entry:

Ramsey County's Coordinated Entry projects will utilize 7% of the Standard Grant Proceeds to provide Coordinated Entry for youth and families through two projects:

1. **Face to Face Health & Counseling** will serve youth singles out of their Safe Zone drop-in center located in Downtown St. Paul.

2. **Catholic Charities** will continue to administer the Coordinated Access to Housing and Shelter (CAHS), Ramsey County’s Coordinated Entry project for adult and youth families. This includes assessment, referral, and priority list management.

Prevention:

Ramsey County’s Prevention projects will utilize 59% of the Standard Proceeds to provide homeless prevention services for all populations through 10 projects.

Ramsey County is working with its subgrantees and FHPAP Advisory Committee to ensure a Housing First Approach philosophy is implemented across all projects to ensure residents have access to supportive services, one-time, short-term, and as funds allow, medium-term financial assistance to prevent homelessness for hundreds of residents in our community. Because we are moving away from primarily providing one-time assistance, and because our total award is 51% less than requested, the number of households we project to serve is less. However, with additional funding sources for prevention through the Local Homeless Prevention Aid, Homework Starts With Home project, Metro Sales Tax, and the direct FHPAP appropriation to Neighborhood House, we will have more funding in our community than we’ve had in the past. Finally, for any amendments that may provide additional dollars through this contract, our prevention projects are resourced to utilize any additional funding from FHPAP primarily for direct assistance.

The 10 projects outlined below are comprised of agencies that have internal programming and robust referral networks to provide wrap-around services to residents on a voluntary basis. These 10 projects are also located in key regions in Ramsey County, furthering the access residents have to services to further stabilize their housing.

1. The **American Indian Family Center’s** Thinica Owichakiyapi Tipi project will prioritize serving Ramsey County American Indian residents.
2. **Catholic Charities** will continue its shelter diversion program which partners with Ramsey County’s Emergency Shelter Team to divert youth and adult families from the shelter system.
3. **Comunidades Latinas Unidas En Servicio (CLUES)** caters to the Hispanic/Latina(o)(x) and Spanish speaking population, however are able to serve all populations.
4. **Hmong American Partnership** will serve all household types and populations, however they have the ability and capacity to serve clients in 18 different languages, many of whom are within the Southeast Asian and East African communities.
5. **Merrick Community Services** will prioritize its services to residents that have limited income or no income by providing supportive services and financial assistance for a short or medium-term duration.
6. **Minnesota Community Care** (also known as Westside Community or “HouseCalls”) will continue to provide traditional prevention services and assistance to all household types. They will also continue to provide “sanitation services” which involves responding to referrals received by Code Enforcement Officers who have issued orders and a timeline to remediate unsafe and unsanitary conditions. Social Workers respond by engaging the householder, the Ramsey County Environmental Health department, and Waste Management to respond to the emergency and

ultimately prevent homelessness for the householder. The average cost involved is \$1750 and of that cost, \$1000 per household is budgeted in the *transportation, vital docs, moving assistance, etc. line item* of the direct assistance budget.

7. **Neighborhood House** will continue to provide prevention services and assistance to all household types. They will also continue to work with residents facing evictions in Ramsey’s 2nd Judicial Court in the financial/legal clinic.
8. **Solid Ground** will serve families in Suburban Ramsey County.
9. (Amherst) **Wilder** will serve adult families and also provide mortgage assistance.
10. **YMCA** will continue to serve youth singles and families.

Rapid Rehousing

Ramsey County’s Rapid Rehousing projects will utilize 24% of the Standard Grant Proceeds to support homeless households referred by Coordinated Entry obtain housing and support their ability to maintain housing at the time of exit.

1. **1 Day At A Time** is a new FHPAP project that will prioritize working with African American households.
2. **Face to Face** will serve youth singles.
3. **Wilder** will continue to serve Adult Families through their longstanding ROOF project.
4. **YMCA** will continue to serve single and family youth.

Street Outreach

Ramsey County will utilize 6% of the Standard Grant Proceeds to provide street outreach.

1. **Lutheran Social Services** will continue to serve youth singles (primarily) and youth families through their longstanding StreetWorks Project.

ACKNOWLEDGMENT OF PROGRAM EXPECTATIONS

Eligibility Criteria: Grantees must follow the state eligibility criteria allowable by the program (see page 6 of the Program Guide). If your program will be utilizing one of the following exceptions, please check the box below and, if not described in the application, provide a response as well.

- The grantee will further restrict household income below 200% of federal poverty guidelines to target households with the greatest need
- The grantee will further target their Rapid Rehousing resources toward households prioritized by their CoC, such as chronically homeless or literally homeless.
- Grantee or subgrantees are specializing in serving a specific population, such as youth or families, and are targeting those households. Regardless, the grantee has demonstrated in the application narrative how all households will be served with assistance.

The grantee will assess households for FHPAP eligibility at the same time as assessing the household for Emergency Assistance/Emergency General Assistance (EA/EGA) with a process that does not add undue burden to the household.

Response:

Ramsey County, in partnership with the FHPAP Advisory Committee which also serves as Heading Home Ramsey’s Prevention Work Group, is exploring opportunities to develop and implement a “one-door” approach for residents who are seeking assistance to prevent their homelessness. One of the “one-door” approach strategies identified since our application includes piloting a project to co-locate FHPAP with Emergency Assistance staff. If implemented, this pilot would involve assessing eligibility for FHPAP and EA/EGA at the same time at the downtown St. Paul Service Center located at Metro Square. Access to FHPAP services and financial assistance would remain available through the 10 prevention projects outlined in this workplan.

Monitoring: Regular and ongoing monitoring of client records and financial files. At least annually, the Grantee and its advisory committee will be responsible to monitor each organization providing Program funded activities. Monitoring must include review of client records documenting eligibility and service provision. It should also include review of financial files for eligible expenses, invoicing and supporting documentation. Results should be shared with the Grantee’s advisory committee.

Performance: The Grantee will utilize the HMIS FHPAP Supplemental (SHP-50-SAG-296) report to evaluate the performance of the Program and share the results with the Grantee’s advisory committee for additional discussion:

- **Measure #1:** The percentage of households receiving assistance who are not yet homeless who do not become homeless (*Prevent*)
- **Measure #2:** The percentage of households who exit to permanent, stable housing, by race, ethnicity, and household type (*Rare*)
- **Measure #3:** The length of time from enrollment to housing placement (*Brief*)
- **Measure #4:** The percentage of households served, indicated by race, ethnicity, and household type, who do not return to homelessness (*One-time*)
- **Measure #5:** Intake demographics of the households served compared to exit demographics by destination (for example, if the program serves 60% of people of color clients, are 60% of FHPAP’s positive housing outcomes going to people of color?) (*Equity*)

MHFA may also add strong recommendations or conditions into a Grantee’s FHPAP Work Plan as a part of the award process which would be outlined in writing below. If no Strong Recommendations or Conditions are listed, no response is required.

Strong Recommendations or Conditions

Response: