

# KING COUNTY COMBINED FUNDERS NOTICE OF FUNDING AVAILABILITY

## Fall 2010 Combined NOFA for Housing with Supportive Services For Homeless Families, Individuals and Young Adults

- Capital Funding for New Affordable Housing
- Operating Support, Rental Assistance & Supportive Services for New and Existing Housing



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## **I. OVERVIEW**

The King County Homeless Housing Funder Group is pleased to announce a combined funding round for housing with supportive services to address homelessness throughout King County. Six public and private funders will allocate approximately \$49 million in combined funds through this NOFA. The intent of the combined NOFA is to provide streamlined application processes, reviews and awards to expedite providers' ability to implement projects and house homeless households.

## **II. APPLICATION WORKSHOP**

Organizations interested in applying for any of the funds announced in this NOFA are strongly encouraged to attend the Application Workshop. The funders will give an overview of the common funding priorities in this round, and provide information about each of their funding and application processes.

### **APPLICATION WORKSHOP**

**Thursday, July 8, 2010**

**1:30 p.m. to 3:00 p.m.**

**Mercerview Community Center**

## **III. IMPLEMENTING THE PLAN TO END HOMELESSNESS IN KING COUNTY**

The Committee to End Homelessness in King County (CEHKC) comprises a coalition of non-profit organizations, government, faith communities, homeless people, businesses, and other supporters. In Spring 2005 CEHKC released the Ten-Year Plan to End Homelessness in King County. One of the priorities set by the CEHKC Governing Board and Interagency Council, overseeing implementation of the plan, is to improve efficiency and coordination of existing resources. This joint allocation of capital, operating support, rental assistances and service funding for supportive housing is designed to address this goal.

This is the sixth countywide homeless funding effort to coordinate the application and allocation process for proposals that meet the goals of the Ten Year Plan to End Homelessness. From the time the plan was adopted in 2005, through 2009, a total of 4,111 units of housing for homeless households have been brought into operation, or are in the production pipeline. The Ten Year Plan goal is 9,500 additional units of housing available to homeless households countywide.

## **IV. FALL 2010 NOFA FUNDING PRINCIPLES AND PRIORITIES**

Fall 2010 funding principles and priorities were established by the King County Funders Group, which includes representatives from the City of Seattle, King County, United Way of King County, The Bill and Melinda Gates Foundation, A Regional Coalition for Housing (ARCH), King County and Seattle Housing Authorities, Suburban Cities, Building Changes and the Committee to End Homelessness.

### **EXPIRING CONTRACTS**

This is the first combined funding round in which projects that received operating support, rental assistance and supportive services funding to create new units of non-time-limited homeless housing under a previous Combined NOFA, have forthcoming expiring contracts and will be eligible to re-apply for funding. Agencies re-applying to receive funding and all new applicants will be subject to the priorities and evaluation factors expressed in this Combined NOFA. Funders will evaluate re-applications carefully and will consider the implications for the existing homeless housing capacity that has been created in our communities.

### **CAPITAL FUNDING ENVIRONMENT**

Given the limitations of the Washington State Housing Trust Fund in 2010, capital funds this round will be exceptionally limited, and projects will have to demonstrate a convincing plan to assemble all necessary capital resources in this funding environment, including tax credit investments.

### **OPERATING SUPPORT, RENTAL ASSISTANCE AND SUPPORTIVE SERVICES FUNDING ENVIRONMENT**

This year the Funder's Group and the Interagency Council of CEH have engaged in a comprehensive review of fund source limitations and sources due to expire in the coming years. This review included funds offered in the Combined NOFA for operating support, rental assistance and supportive services. The issues under discussion prompted the funders to set clear priorities and limitations in the NOFA in order to balance the achievement of all goal areas of the Ten Year Plan.

### **NOFA PRIORITIES – APPLICABLE TO ALL POPULATIONS, EXCEPT AS NOTED**

- 1. Pipeline Projects and Long Term Capital Commitments:** Ensure that capital projects with contractual agreements to provide non-time limited homeless housing units have sufficient operating support or rental subsidies and appropriate levels of service funds to support the residents.

This priority applies to applications for combined operating support, rental assistance and supportive services funding for capital projects, as follows:

- New capital projects with dedicated non-time-limited homeless housing units, funded in 2009 or prior, which will be opening their doors by the end of 2011; and
- Capital projects with dedicated non-time-limited homeless housing units re-applying for operating and/or services support.

**2. Continue to Support the Campaign to End Chronic Homelessness:** Support the campaign through the continued funding of a limited number of new permanent supportive housing units (service intensive) for chronically homeless households.

This priority applies to capital funds as well as operating support, rental assistance and supportive services funds announced under this NOFA.

**Funding Limitations:**

- Capital funding – The funders anticipate a limit of approximately 150 new service intensive permanent supportive housing units may receive capital funding in the 2010 Combined NOFA funding round. The funders are committed to providing future operating and services support for this limited number of new permanent supportive housing units.
- Operating and services funding – The funders expect projects in this category to leverage operating and services funding from other sources to the maximum extent feasible, including such sources as McKinney, VA sources, Medicaid and fundraising. Projects should expect that funders in this Combined NOFA are looking at an acceptable total operating and services cost range of approximately \$10,000 to \$12,000 per unit per year, and that the funds in this offering will not provide 100% of that cost per unit.

In addition, the funders encourage, within the next few years, the creation of permanent supportive housing units with intensive services for homeless persons in North and/or East King County.

**3. Disability Lifeline Project:** Fund one new capital project that will serve Disability Lifeline clients<sup>1</sup> (single adults) and leverage the State Housing Trust Fund set-aside for this purpose.

This project may also be a priority under #2, and will be subject to the limitation in the number of permanent supportive housing units, and the limitations regarding operating support, rental assistance and supportive services addressed in priority #2. This priority area will be subject to further information from, and coordination with, the State Housing Trust Fund.

**4. Lower Service Need Units:** Support non-time-limited housing units for homeless households with moderate to low needs for services.

This priority applies to capital funds as well as operating support, rental assistance and supportive services funds announced under this NOFA.

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<sup>1</sup> Program was formerly known as GAU.

Projects in this category must show operating and service budgets appropriate to serving persons with lower service needs. Project sponsors must also show that units in this category will have a connection to the overall functioning of homeless system development, such as: a) creating opportunities for homeless households to be rapidly re-housed, either avoiding shelter altogether or moving as quickly as possible from temporary housing/shelter; b) establishing units in a capital project that can serve formerly homeless tenants that are ready to move from permanent supportive housing with intensive services to a less service-intensive environment.

- 5. Family Homelessness Initiative:** Support the systems changes identified by the Family Homelessness Initiative. The Family Homelessness Initiative discussed in more detail in the Related Funding Opportunities and Emerging Systems section of this NOFA on page 15. Funds will be made available through an RFQ to be released in winter 2010 to identify an organization to operate the regional family homelessness coordinated entry and assessment system in King County. The RFQ is addressed in more detail on page 14.

Applications reviewed under these priorities are subject to funds available. Capital project applications reviewed under these priorities in the 2010 funding round will also be reviewed for a pre-commitment of operating and/or services support, and will be expected to leverage other appropriate sources of operating and services to the maximum extent feasible, with final budgets for operating and services funds awarded under the combined NOFA to be determined in the year prior to project opening.

*Note: Individual funders administer funding sources with broader eligible uses than the priorities listed above. Applicants must consult the specific funding parameters for each participating funder, beginning on page 9. In addition, applicants should review related funding opportunities and emerging systems updates, outside the scope of this Combined NOFA, beginning on page 15.*

## **V. APPLICATION EVALUATION FACTORS**

Evaluation and scoring criteria in this section will be taken into consideration when reviewing ALL applications. As in previous funding rounds, the funders will determine which fund sources are the best match for projects. The evaluation factors in this section are not listed in any rank order.

### **1) Financial Analysis**

- Funding level requested is matched to client need – funders reserve the right to work through budgets with applicants to address this issue.
- Demonstrated ability to leverage other funding - a special focus will be placed on applicants' clear and compelling demonstration of cost effectiveness, and budgets should show reasonable costs for all committed and proposed funding sources.

For service and operating budgets, attention will be placed on how mainstream resources such as vouchers and Medicaid are utilized. If projects that received 2060 buy-down funds from the State apply for additional funding under this NOFA, project sponsors will need to provide a

comprehensive plan/explanation of why such funds are needed given the receipt of additional one-time funds from the State in 2010 to wind down the program.

## **2) Quality of Past Performance**

- Contract performance
- Voucher utilization
- Participation in the HMIS will be rated based on past data completeness reports, demonstrated improvements in data quality and HMIS utilization, and evidence of a comprehensive agency oversight plan related to the agency business process for internal management of the HMIS.

## **3) HMIS Participation**

Funders are specifically interested in receiving information from applicants regarding specific strategies they will use to meet McKinney requirements, if applicable, and to improve their data quality and timeliness of reporting in Safe Harbors by December 2011.

Evaluation criterion will focus on the completeness of your bed coverage and the quality of your data recorded in Safe Harbors. Points will be awarded based upon the thoroughness of your data as published in the "Safe Harbors Data Quality Report". The data in this report is used by HUD to assess the quality of data entered in HMIS and provides both program level and Continuum of Care (system) level data.

## **4) Homeless System Development**

- How the project fits into the larger homeless housing continuum and addresses the value the funders place on coordination of systems and entry into housing, re-housing of homeless persons as rapidly as possible, movement of homeless households out of temporary settings as rapidly as possible, flexibility of the system to address differing level of services for a diverse homeless population, and ability for people to move to other options when recovered and stabilized.
- How the applicant will work with clients on linkage with mainstream systems, including mental health and drug treatment, public health, TANF, rehabilitation and employment, etc., as appropriate.
- How the agency will utilize funding requested in light of other programs in which the agency participates, especially those agencies that participate in Shelter Plus Care, which the funders desire to be maximized to the fullest extent possible. Combined NOFA funds for rental assistance are not to be used to support the rental assistance needs of households that could be supported with Shelter Plus Care for agencies with access to that resource.

## **5) Cultural Competency and Living Environment**

Applications should clearly demonstrate sponsor and/or partnership capacity and program design to address the disproportionate number of persons of color who are homeless and provide access to living environments with culturally and linguistically appropriate services. Project sponsors are expected to demonstrate their ability to appropriately serve and engage persons for whom English is not a primary language.

Additional consideration will be given to applicants that clearly demonstrate the ability to create close and effective connections with members of cultural groups and/or communities of color that do not easily access mainstream programs because of cultural, linguistic or other barriers. Large agencies are encouraged to recognize that small, culturally focused agencies are often able to cultivate unique relationships with their clients, and are encouraged to partner with those agencies to provide referrals and access to housing opportunities.

#### **6) Geographic and Population Distribution**

The funders desire to disperse funds to address homelessness throughout King County. As a result, final funding decisions will consider the geographic distribution of projects and homeless populations that will be served by an award. For more information about sub-regional goals, both the South King County and East King County documents describing local priorities and needs are available at the CEHKC website: <http://www.cehkc.org/happening.aspx>.

#### **7) Commitment to Participate in System Coordination Efforts**

Projects awarded funding under this NOFA will be required to participate in system coordination efforts as described below, and are encouraged to participate in the discussions concerning system coordination.

- Funders have launched the Client Care Coordination system for housing placement, in which high utilizers of hospitals, jails, shelters and other mainstream services, as well as chronically homeless and vulnerable street homeless persons with intensive service needs are matched with vacant and appropriate permanent supportive housing units.
- In addition, a new effort is underway to create a coordinated entry system for homeless families pursuant to the finalization of Moving Forward, A Strategic Plan for Addressing and Ending Family Homelessness in King County.
- Funders will also give additional consideration to projects that utilize and align with existing homeless system initiatives such as the countywide Landlord Liaison Project.
- Safe Harbors/HMIS participation is a core feature of system coordination efforts.

#### **8) Matching Appropriate Housing with Services**

This NOFA does not mandate the use of specific housing or service models, but funders will be evaluating whether housing types and services levels are appropriate for the specific needs of the proposed population. For example, projects intended to serve homeless households with multiple barriers should clearly demonstrate lower threshold screening on the part of property management. Models that serve homeless families with children should show an appropriate level of services, educational opportunities, and play spaces specific to children. Programs that serve youth should demonstrate developmentally appropriate education and employment opportunities, and housing models.

## VI. PARTICIPATING FUNDERS

Information specific to each of the funder is outlined below:

### COMBINED OPERATING SUPPORT, RENTAL ASSISTANCE AND SUPPORTIVE SERVICES (ORS) FUNDING

Funds will be made available through an RFP  
to be released on August 20, 2010  
by the following funders:

KING COUNTY DEPARTMENT OF COMMUNITY AND HUMAN  
SERVICES; CITY OF SEATTLE HUMAN SERVICES  
DEPARTMENT; UNITED WAY OF KING COUNTY; KING COUNTY  
HOUSING AUTHORITY; AND SEATTLE HOUSING AUTHORITY

**Applications Due: September 22, 2010**

**Funding Available:** *Please note that all funds under this offering will be made available through a coordinated Request for Proposals (RFP) process. The funders will determine the specific sources at the time of award.*

#### 1. KING COUNTY DEPARTMENT OF COMMUNITY AND HUMAN

**SERVICES:** Approximately \$9 million from the King County Housing and Community Development (HCD) Program will be allocated for multi-year commitments of up to five years according to the priorities listed above. Projects must show consistency with applicable plans: Veteran's and Human Services Levy Service (V-HS Levy) Improvement Plan, Mental Illness Drug Dependency (MIDD) Implementation Plan, and the Ten Year Plan to End Homelessness in King County. Projects serving veterans with V-HS Levy funding must have relationships with existing veterans, programs, and/or systems to determine housing needs and referrals.

Sources include:

- HB 2163/1359/2331 Document Recording Fee Collections (approximately \$6 million);
- Veterans and Human Services Levy (approximately \$1 million, a portion of funds will go to projects serving veterans and their families);
- Mental Illness Drug Dependency Sales Tax Collections (approximately \$2 million)  
MIDD funds will be awarded for projects serving persons with mental illness and/or chemical dependency who are either currently enrolled in or who are eligible for treatment services in the publicly funded treatment systems administered by the Mental Health Chemical Abuse and Dependency Services Division. These NOFA funds will pay for non-treatment services to support clients' maintenance of permanent housing.

In addition, King County HCD, as part of the King County Family Homelessness Initiative, will contribute up to \$300,000 annually and participate in a Request for Qualifications process in winter 2010 to select an organization to implement a Coordinated Entry and Assessment System for Homeless Families.

**Contact:** Katy Miller- King County / Combined Operating, Rental Assistance and Services RFP Lead, (206) 263-9090, [katy.miller@kingcounty.gov](mailto:katy.miller@kingcounty.gov)

- 2. CITY OF SEATTLE HUMAN SERVICES DEPARTMENT:** Approximately \$650,000 from the Seattle General Fund will be allocated for multi-year commitments of up to five years for permanent supportive housing located within the city of Seattle. Priority will be given to projects with a capital funding commitment through a previous competition. Seattle HSD funding will be used to support individuals who have long-term histories of homelessness and high utilization of emergency, crisis and survival services, including emergency shelters.

**Contact:** Judy Summerfield- HSD, (206) 684-0569, [judy.summerfield@seattle.gov](mailto:judy.summerfield@seattle.gov)

- 3. UNITED WAY OF KING COUNTY:** Up to \$1 million will be allocated over an initial commitment of up to five years for supportive services to assist individuals experiencing chronic homelessness to move into new permanent supportive housing. This includes frequent utilizers of emergency medical, sobering center and jail services in King County, visibly homeless individuals living on the street, and vulnerable individuals with high needs, including individuals living in shelters, encampments or vehicles.

Supportive services include, but are not limited to intensive case management to address mental health, physical health, physical disabling conditions, chemical dependency, and employment and training opportunities.

**Contact:** Neil Powers- United Way, (206) 461-4934, [npowers@uwkc.org](mailto:npowers@uwkc.org)

- 4. KING COUNTY HOUSING AUTHORITY** is making available up to 20 Project-based Section 8 Vouchers to projects serving homeless households, with a priority given to those projects serving a high needs population in the North and/or East region of the County. The value of these vouchers over a five-year period is approximately \$960,000. Projects must be operational no later than December 30, 2010.

**Contact:** Kristin Winkel- King County Housing Authority, (206) 574-1168, [kristinw@kcha.org](mailto:kristinw@kcha.org)

- 5. SEATTLE HOUSING AUTHORITY** is making available up to 70 Project-based Vouchers for projects that will make long-term commitments to serve households with incomes below 30 percent of area median, with priority for projects that provide supportive services to residents who need assistance to maintain a stable residence and satisfactory quality of life,

especially those who are highly vulnerable. The approximate 5-year value of these vouchers is \$2.5 million. Projects must be operational no later than December 31, 2011.

**Contact:** Jodi Speer- Seattle Housing Authority, (206) 239-1637, [jspeer@seattlehousing.org](mailto:jspeer@seattlehousing.org)

### **Combined Operating, Services, and Rental Assistance Application Workshop**

Funders will hold an additional Application Workshop in **August (Location, Date, and Time TBD)** for organizations interested in applying for Operating Support, Rental Assistance and Services funds. This meeting is not mandatory, but is recommended and will provide more detailed information about the application materials.

**How to Access the Application:** <http://www.kingcounty.gov/housing>

## **SEATTLE HOUSING AUTHORITY PROJECT-BASED VOUCHERS**

**Applications Due: September 15, 2010**

### **Funding Available:**

The Seattle Housing Authority (SHA) is making available 50 Project-based Vouchers for the purpose of replacing affordable housing units lost through the revitalization of High Point. Replacement Vouchers will be available to projects that are either existing at the time of application or are under construction and scheduled to be operational no later than December 31, 2011. SHA will consider projects in this category that meet all of the following project criteria:

- Serves households with incomes at or below 30% of area median income;
- Will be operational no later than December 31, 2011; and
- Meets one of the following two priorities:
  - Has an inventory of housing units containing two or more bedrooms; or
  - Serves elderly and/or disabled households with onsite supportive services.

**How to Access the Application:** <http://www.seattle.gov/housing/development/NOFA.htm>

**Contact:** Ann-Marie Lindboe, (206) 615-3553, [alindboe@seattlehousing.org](mailto:alindboe@seattlehousing.org); or  
Jodi Speer, (206) 239-1637, [jspeer@seattlehousing.org](mailto:jspeer@seattlehousing.org)

**KING COUNTY DEPARTMENT OF COMMUNITY AND HUMAN SERVICES / HOUSING AND COMMUNITY DEVELOPMENT PROGRAM / HOUSING FINANCE**

**CAPITAL FUNDS**

**Applications Due: September 10, 2010**

**Funding Available:**

Approximately \$7.8 million in capital housing funds for all capital requests that submitted a pre-application, including new 9% tax-credit projects. This amount consists of the following sources:

- Veterans and Human Services Levy (V-HS Levy) capital funds (approximately \$1.0 million; \$300,000 in Veteran's Levy and \$700,000 in Human Services Levy). Chronically homeless households (veterans and others) with intensive service needs; permanent supportive housing; projects using a housing first approach; projects serving homeless households (veterans and others) that have a moderate need for services to overcome barriers and be successful in permanent housing; and other service-enriched homeless housing.
- 2331 Document Recording Fee Surcharge for Homeless Housing (approximately \$1.6 million).
- Chronically homeless households and households with the greatest barriers to securing and remaining in permanent housing with high service needs; homeless and vulnerable households and households with a history of rental instability or other barriers with moderate to low service needs.
- HOME funds (approximately \$3.2 million) Low and very low-income households, including homeless households with various levels of service needs.
- Regional Affordable Housing Program (RAHP) funds (approximately \$1.7 million). Low and very low-income households, including homeless households with various levels of service needs.
- HOF Housing Innovations for Persons with Developmental Disabilities funds (approximately \$300,000)

In addition to the homeless housing priorities under this NOFA, HCD also intends to leverage capital and tax credits under the Washington Works Program administered by the WA State Housing Finance Commission.

**How to Access the Application:** <http://www.kingcounty.gov/housing>

**Contact:** John DeChadenes, (206) 263-9081, [John.DeChadenes@kingcounty.gov](mailto:John.DeChadenes@kingcounty.gov)

## A REGIONAL COALITION FOR HOUSING (ARCH) CAPITAL FUNDS

**Applications Due: September 13, 2010**

**Funding Available:**

Approximately \$1.5 million is available for affordable housing projects demonstrating a need for local capital subsidy support in order to move forward. Funds are available for housing that meets any local priority. ARCH has a long-term goal to spend approximately 13% of its resources for housing serving the homeless. In any given round a higher or lower percentage may be spent for homelessness. Applications are taken for projects located in East King County cities and unincorporated areas within the Urban Growth Line (does not include Snoqualmie Valley area). See ARCH website (<http://www.archhousing.org>) for a list of member cities. Refer to ARCH funding guidelines at <http://www.archhousing.org/HTF/>. Note: ARCH is in the process of refining funding guidelines. That process is expected to be completed by July 15, 2010. The new revised guidelines will be posted on its website by that date

**How to Access the Application:** <http://www.archhousing.org/HTF/>

**Contact:** Klaas Nijhuis, (425) 861-3677, [knijhuis@bellevuewa.gov](mailto:knijhuis@bellevuewa.gov)

## CITY OF SEATTLE OFFICE OF HOUSING CAPITAL FUNDS

**Applications Due: September 15, 2010**

**Funding Available:**

Approximately \$26 million in capital funds, including \$14.7 million in 2009 Levy funds, \$1.9 million in Federal funds, and \$9.4 million in Bonus funds is available for the acquisition, rehabilitation and new construction of affordable rental housing in the city of Seattle. Projects that advance the goals of the Rental Housing Program and maximize City investment will be most competitive.

**How to Access the Application:** <http://www.seattle.gov/housing/development/MultifamilyNOFA.htm>

**Contact:** Debbie Thiele, (206) 615-0995, [debbie.thiele@seattle.gov](mailto:debbie.thiele@seattle.gov)

## COORDINATED ENTRY AND ASSESSMENT SYSTEM FOR FAMILIES WITH CHILDREN

Funding will be made available by multiple funders through an RFQ to be released by King County Housing and Community Development in Winter 2010.

### **Funding Available:**

Multiple sources will be combined in a single RFQ to fund the implementation of this system wide initiative in order to leverage Washington Families Fund Systems Innovation Funding.

### **Purpose:**

As part of the 2009-2010 Work Plan for the Committee to End Homeless (CEH) and through a coordinated effort with the King County Family Homelessness Initiative, King County funders are seeking to implement a system of coordinated entry and uniform assessment for homeless and at-risk families. Families will access regionally-based, centralized points of entry and receive a timely and accurate assessment of their needs. This assessment will identify which housing resources are most appropriate for each family. The system will also have the ability to divert families from becoming homeless.

The purpose of the Request for Qualifications (RFQ) is to identify an organization to operate the regional family homelessness coordinated entry and assessment system (CE&A) in King County. The chosen entity will be responsible for coordinating with the King County Family Homelessness Initiative on this system wide program. The entity chosen to implement the CE&A system will have responsibility for:

- Coordinating with 211 for the preliminary screening to determine a household's need for housing resources
- Managing and staffing the CE&A office locations
- Managing the placement list for housing resources
- Coordinating with agencies for the placement of clients with the appropriate resources
- Coordinating with Safe Harbors for data collection and placement list utilization

**WASHINGTON FAMILIES FUND** will make funding available through the RFQ process to support the implementation of CE&A system. The intent of these funds is to support activities consistent with approved county family homelessness plans targeting the five pillars. Grants are time-limited (one-time) but may be expended over multi-year commitments. More information will be available in the RFQ and at [www.buildingchanges.org](http://www.buildingchanges.org).

*Additional materials related to the Coordinated Entry and Assessment system for families are available at: [www.kingcounty.gov/socialservices/Housing/ServicesAndPrograms/Programs/Homeless/HomelessFamilies](http://www.kingcounty.gov/socialservices/Housing/ServicesAndPrograms/Programs/Homeless/HomelessFamilies)*

**Contact:** Debbi Knowles, (206) 263-9088, [debbi.knowles@kingcounty.gov](mailto:debbi.knowles@kingcounty.gov)

## VII. RELATED FUNDING OPPORTUNITIES & EMERGING SYSTEMS

### FAMILY HOMELESSNESS INITIATIVE

As part of the 2010 Work Plan for the Committee to End Homeless (CEH) and through a coordinated effort with the King County Family Homelessness Initiative, King County funders are undertaking an effort to realign the family homelessness system to be a more streamlined, accessible system designed to prevent families in crisis from becoming homeless, rapidly house those who experience homelessness, and link families to the services they need to stay stably housed.

In the fall of 2008, the Bill & Melinda Gates Foundation challenged King County to develop a plan to dramatically revise the way in which family homelessness is addressed. “Moving Forward: A Strategic Plan for Addressing and Ending Family Homelessness” is the result of this comprehensive planning process that combined a thorough assessment of existing local services and resources, in-depth evaluation of local and national research, and multiple levels of community engagement. The series of strategies outlined in this plan are designed to shift the current family homelessness services to more effectively serve families facing or experiencing homelessness. By building on existing strengths, bringing successful programs to scale, integrating services and programs and coordinating efforts with community-based groups, a system will be developed that can reduce the number of families who experience homelessness and reduce the length of time families spend homeless.

The plan focuses on creating change in five key areas that will have the most significant impact on an overall system change.

- 1) **COORDINATED ENTRY AND ASSESSMENT** to give families a convenient and standard way to find the services and housing they need as quickly as possible.
- 2) **PREVENTION OF HOMELESSNESS FOR FAMILIES MOST AT RISK** to keep families who are on the edge of homelessness housed and quickly connect them to the services they need.
- 3) **HELP FAMILIES MOVE QUICKLY TO STABLE HOUSING** to move families into non-time limited, long-term housing as quickly as possible.
- 4) **FOCUS SUPPORT SERVICES ON HOUSING STABILITY** to provide individual families with the right services at the right time and connect families to services they need and want to maintain housing stability and self-sufficiency.
- 5) **INCREASE COLLABORATIONS WITH MAINSTREAM SYSTEMS** to support families in receiving services, housing and income supports they need to maintain housing stability.

During initial implementation, emphasis will be placed on system-wide transformational change across the family homelessness system, and launching the strategic activities identified in the plan. The process of change will focus both at the organizational and systemic level, including funders and homeless housing and services providers. In addition, during the initial implementation phase, the

plan calls for the implementation of a coordinated entry and assessment system and building collaborations with mainstream systems to increase access and remove barriers to mainstream supports for families.

*Additional materials related to the King County Family Homelessness Initiative are available at: [www.kingcounty.gov/socialservices/Housing/ServicesAndPrograms/Programs/Homeless/HomelessFamilies](http://www.kingcounty.gov/socialservices/Housing/ServicesAndPrograms/Programs/Homeless/HomelessFamilies)*

**Contact:** Debbi Knowles, (206) 263-9088, [debbi.knowles@kingcounty.gov](mailto:debbi.knowles@kingcounty.gov)

**WASHINGTON FAMILIES FUND** will make up to \$1,835,000 available (2010/2011) to support the provision of direct services and supports to homeless families consistent with family homelessness plans targeting the five pillars: early intervention and prevention; coordinated access to support services; rapid re-housing; tailored services; and increased economic opportunities. WFF Systems Innovation Grants are time-limited (one-time) but may be expended over multi-year commitments and are designed to leverage the reallocation of existing, ongoing funding streams, or the allocation of new, ongoing dollars, to support specific changes in practice that are consistent with the approved county family homelessness plans. More information will be available at [www.buildingchanges.org](http://www.buildingchanges.org).

**Contact:** Kelly Zelenka- Building Changes, (206) 805-6140, [Kelly.Zelenka@BuildingChanges.org](mailto:Kelly.Zelenka@BuildingChanges.org)

## **MCKINNEY HOMELESS ASSISTANCE FUNDS**

McKinney Homeless Assistance Funds are intended to help homeless households: (1) increase their housing stability; (2) increase their skills and/or income; and (3) obtain greater self-sufficiency. Locally, more than 60 projects are currently funded with McKinney dollars. A single consolidated application covering all of King County is submitted to the U.S. Department of Housing and Urban Development (HUD) each year at a time determined by HUD. The exact date varies from year to year. We expect this year's application deadline to be in September 2010.

Funding for new projects is available on a limited basis each year. For the 2010 competition (funds available in 2011), the Seattle-King County Homeless "Continuum of Care" (HUD's term for our consolidated application) is looking to fund new permanent supportive housing for disabled persons. To that end, McKinney funding for new projects is expected to be available as follows:

- Approx. \$1 million in new dollars for acquisition, construction, operating and/or leasing for new permanent supportive housing for homeless disabled individuals and their families, with a priority for chronically homeless and/or veterans.

Because of HUD's requirements for timely expenditure of funds, McKinney dollars need to be among the last dollars into a project. Projects funded through this and previous combined funding rounds, as well as projects that are already substantially funded through other sources, will be best positioned for this funding.

**Contact:** City of Seattle- Eileen Denham, (206) 684-0915, [eileen.denham@seattle.gov](mailto:eileen.denham@seattle.gov)  
King County- Kate Speltz, (206) 263-9084, [kate.speltz@kingcounty.gov](mailto:kate.speltz@kingcounty.gov)

## **HOUSING OPPORTUNITIES FOR PERSONS WITH HIV/AIDS (HOPWA)**

The Housing Opportunities for Persons with AIDS Program (HOPWA) provides housing assistance and related supportive services for low-income persons living with HIV/AIDS and their families. HOPWA is funded through the U.S. Department of Housing and Urban Development and administered by the Seattle Human Services Department for King and Snohomish Counties. Funding for projects is made available through a competitive Request for Investment process. Programs that provide housing to homeless and chronically homeless individuals are a local priority for funding.

HOPWA funds may be used for a range of housing, supportive services, planning and development costs, including acquisition, construction, and rehabilitation/repair of housing units, costs for facility operations, rental assistance and supportive services. Goals of the program are to increase housing access and stability, reduce risks of homelessness and improve access to healthcare and other support for HOPWA program clients. Funding will be made available as follows:

- **Capital Repairs/Rehabilitation:** Approximately \$400,000 in HOPWA funding for repairs/rehabilitation will be available for projects in 2011-2012. Funding availability will be announced through a Request for Investment (RFI) in Fall 2010.
- **Operating, Rental Assistance, and Supportive Services:** The next HOPWA Request for Investment (RFI) is planned in 2011 for annual funding over the period of 2012-2013.

**Other Requirements:** City of Seattle Consolidated Plan household eligibility guidelines for HOPWA-funded services include:

- Medical diagnosis provided by a physician of HIV-positive status, regardless of the presence of absence of concurrent symptoms; or HIV/AIDS or AIDS, or disabled by AIDS; and
- Household income not to exceed 50% of HUD Area Median Income.

**How to Access Information on HOPWA Funding:** <http://www.seattle.gov/humanservices/funding>  
(Check the website periodically from fall 2010 through spring 2012 for HOPWA RFI announcements.)

**Contact:** Andrea Akita, (206) 684-0113, [andrea.akita@seattle.gov](mailto:andrea.akita@seattle.gov)

## Appendix 1: Homeless Housing Definitions

A range of housing models and strategies are needed to address the diverse needs of homeless people in King County. As part of promoting awareness and discussion of successful models of housing, staff from several funders prepared the following definitions. These definitions are meant to be descriptive and to promote a common understanding of the use of key terms. The definitions may evolve over time and are not meant to establish absolute requirements or prohibitions in terms of the service models that applicants may propose in their applications. Sponsors are encouraged to use the definitions to be clear about the population they plan to serve, the housing model they will use, and how the services will fit the needs of the anticipated residents.

### Housing Types.

- a. **Non Time-limited or Permanent Housing.** Independent community-based housing that has no time-limit on tenancy or specific service requirement as a condition of tenancy, although services may be provided, depending on residents served. Residents hold rental agreements and can stay in the housing for as long as they choose and as long as they are in compliance with their rental agreement or lease. Note: Non Time-Limited Housing is also referred to in many of these definitions as “permanent housing.” The use of the word “permanent” does not imply an expectation or requirement that the tenant will stay in the unit indefinitely. “Permanent” means only that the housing is not artificially time-limited.
  - i. **Affordable Housing.** Non time-limited housing that is available to households with incomes less than 30%, 50% or 80% of area median income (AMI), also sometimes know as workforce housing. Housing projects may receive tax credits or other incentives in exchange for agreeing to set aside a certain number of units in the development for households with total incomes less than a particular percentage of AMI. Households must meet income requirements to be eligible for the units.
  - ii. **Permanent Supportive Housing.** Permanent rental housing for a household that is homeless or at risk of homelessness and has a condition or disability, such as mental illness, substance abuse, chronic health issues, or other conditions that create multiple and serious ongoing barriers to housing stability. Households have a long-term need for housing case management and services in order to meet the obligations of tenancy and maintain their housing. Tenant holds a rental agreement or lease and may continue tenancy as long as rent is paid and the tenant complies with the rental agreement or lease. Tenants have access to a flexible array of comprehensive services, mostly on site, such as medical and wellness, mental health, substance abuse, vocational/employment, and life skills. Services are available and encouraged but are not to be required as a condition of tenancy. There is ongoing communication and coordination between supportive service providers, property owners or managers, and/or housing subsidy programs. Housing providers may need to relax screening criteria to serve many of the households in this category.

- iii. **Service Enriched Housing.** Permanent rental housing for homeless households with a lower level of service needs than those needing permanent supportive housing. Housing case management is offered, and many households will have only intermittent need for services, as the housing is designed for low-income and homeless people with a range of service needs. Some households may need individualized flexible services for a period of time, but do not need ongoing services to maintain housing long-term. Programs and services may be available on or off-site and promote personal and community asset building. Services are not required as a condition of tenancy.
- iv. **Subsidized Housing.** Non time-limited housing that is supported by a rental subsidy. Generally, the tenant pays 30% of their monthly income towards rent and utilities, and the other portion of the rent is paid by the subsidy up to a reasonable amount.
- v. **Transition in Place.** Allows households to initially stabilize in housing with intensive services, and for services to be reduced over time and eventually discontinued. Households can remain in the housing and convert the terms of their tenancy from temporary to permanent housing in the same unit or in a new unit in the same development. In most cases, there are a number of designated transitional units within a larger complex of primarily permanent units. Transition in place works only if there is a sufficient supply of affordable permanent units available to participants when their need for transitional housing services diminishes. Household income must be sufficient to pay the new rent amount or rental assistance must be offered.

**b. Time-limited Housing.**

- i. **Transitional Housing.** Temporary housing that is time-limited, generally from three months to two years. Tenure is contingent upon participation in services, compliance with program rules, and compliance with tenancy. The goal of transitional housing is to provide the support needed for participants to become ready to “graduate” into permanent housing. Intensity and range of services provided varies among programs and should be appropriate for the target population served. Services may include case management, information and referral, life skills training, tenant education, and many others.
- ii. **Emergency Shelter.** Emergency Shelter is defined as temporary shelter from the elements and unsafe streets for homeless individuals and families. In Seattle-King County, shelter programs are either fixed capacity (facility-based) or flexible capacity (i.e., hotel/motel vouchers, etc.). Emergency shelters typically address the basic health, food, clothing, and personal hygiene needs of the households that they serve and provide information and referrals about supportive services and housing. Shelters range from mats on the floor in a common space to beds in individual units.

**Supportive Services.** A wide range of direct client services and assistance to people throughout the homeless housing continuum. Services may include such things as outreach and engagement, case

management, information and referral, treatment, healthcare, employment, life skills training and housing stability.

- a. **Basic Services.** Limited services to help someone connect to needed community resources; information and referral. Services might also include limited financial assistance like bus tickets, food, and utility assistance.
- b. **Case Management.** Individually-tailored services provided in a client's home or at an office that are described in a mutually-agreed-upon plan of action to address multiple life challenges. Case Management Services may include such things as budgeting and money management, life skills training, linkage to community services such as legal assistance, assistance applying for public benefits, parenting and liaison with schools, domestic violence counseling and safety planning, assistance with housing applications, mental health counseling, etc. Individual service plans include goals related to greater self-sufficiency and stability. Housing case management is the same services that are linked specifically to housing, and are intended to promote housing stability.
- c. **Enhanced Property Management/ Front Desk Enhancement.** Property management activities that are enhanced in order to make the housing program effective for a special population. An example is the additional staffing required to operate a 24-hour front desk, a feature that is not necessary in a conventional apartment building but may be required to ensure tenant safety in a building serving chronically homeless individuals disabled by mental illness or chemical addiction.
- d. **Employment Services.** Services that help link clients to employment opportunities in the community through skill building, job training, job readiness classes, assistance with resume writing, employment search, supported employment, and direct connections and referrals to jobs and/ or job programs.
- e. **Health Care Services.** Medical and health related services that may include health screening, health education and illness prevention, testing, and treatment.
- f. **Landlord Liaison.** Housing Search services aimed at linking homeless clients to units of permanent housing. A landlord liaison provides a bridge between the client, the property manager/landlord, service providers working with clients, and in some cases an agency that is master-leasing units from the landlord. Services may include such things as identifying and securing available housing units, outreach to landlords, managing landlord incentives, providing subsidies or connecting with subsidy providers, facilitating or performing unit inspections, providing on-call service to landlords and connecting with service providers for clients in crisis, assisting with housing applications and advocating on behalf of clients to landlords, mediating and helping to resolve conflicts between a landlord and a client.
- g. **Linkage Services.** Provide clients with contact information and referrals to housing and needed services and resources in the community. The responsibility for following up on these referrals typically lies with the client, unless they are unable to on their own.

- h. Outreach Services.** Engagement with people who are not currently connected to community resources. Outreach services specifically target populations and/or geographic areas in order to identify and connect people to services and/or housing.
- i. Resident Services.** Property-based services that coordinate on-site activities and primarily provide information and referral to assist households in accessing services offered by third-party providers. Resident services promote personal and community asset building, such as After-school programs; Employment programs; Adult Education programs; Child Care; Community Safety, and Resident Leadership and may be available through referral and/or on site with at least one staff to coordinate and deliver services. Classes and activities based on residents' needs may be offered on site. Activities and services may include such things as after-school youth recreation and tutoring, ESL, parenting, nutrition and financial literacy classes, employment services, adult education and community building and engagement and eviction prevention.
- j. Treatment Services.** Therapeutic health, mental health, or substance abuse services that are provided by a licensed person/agency to a client. Services are geared towards the individual needs of the client and may be provided in housing, a treatment facility, or in a community health/mental health care setting.

**Level of Services.** The level of services provided varies depending on the population served and a person's ongoing need for support.

- a. High.** High level services are typically needed for someone residing in permanent supportive housing who will need services long-term in order to remain in housing. High level services would be described as intensive, comprehensive, readily available (on-site), and available long-term. Services are usually offered 24/7.
- b. Medium.** Medium level services are typically comprehensive for a period of time, but may taper off and even eventually go away as a person becomes stable in housing. Services will initially be readily available and provided onsite through regular case management visits (weekly or monthly depending on the need).
- c. Low.** Low level services are provided as needed in order to offer support to a household in transition that has a low need for services. They are typically time-limited, less frequent "check-ins," and may be provided on or off site.

**Financial Assistance.** Expenses paid by an agency on behalf of a client to cover such costs as move-in assistance, household items, application fees, emergency rent-assistance and other emergent needs.

**Capital for Housing.** Funding pays for the costs to develop housing. These costs may include construction, rehabilitation, acquisition and other associated development costs, such as capitalized reserves.

**Operating Support.** Assistance provided to a housing provider to pay the costs to run and operate housing that is affordable to households with very low incomes.

**Rental Assistance/Section 8 Vouchers.** Subsidy paid to a Landlord on behalf of a specific tenant to pay for a portion of the tenant’s rent. Generally, the tenant pays 30% of their monthly income toward rent and utilities, and the subsidy provider pays the remainder up to a reasonable amount. If the client has zero income, rental assistance may pay the entire rent amount to the landlord. Rental Assistance may be long-term (12 months and longer) or short-term (less than 12 months).

- a. **Tenant-based Housing Choice Voucher Set-asides or Agency-based Vouchers.** The Housing Authority signs a referral agreement with a service provider/agency. The agency may refer a specific number of applicants to the housing authority for whom they will provide services. The applicants receive tenant-based Housing Choice Vouchers and select where they choose to live from the private market. The Housing Authority then signs a Housing Assistance Payment (HAP) contract with the private owner, but only for the duration that the voucher holder is in residence.
- b. **Project-based Assistance.** The Housing Authority contracts with a housing owner. The subsidy is directly attached to a specific number of units in the owner’s development. The term is typically fifteen years with five year renewals up to a maximum contract term of 40 years. The owner is required to have an MOU with a service provider and to ensure that tenants are provided the services they need.
- c. **Sponsor-based Assistance.** Under this model the Housing Authority contracts directly with a service provider. The service provider master leases units from one or more housing owners. The provider subleases these units to tenants and provides them with services. The Housing Authority funds the provider for the difference between the master lease rent and the tenant rent. This model provides the equivalent rental assistance to the Section 8 voucher program, but does so under the housing authority’s “Moving to Work” authority.

### **Populations.**

- a. **Chronically Homeless Person - HUD Definition.** Chronically homeless as defined by HUD, is an unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more OR has had at least four (4) episodes of homelessness in the past three (3) years. A disabling condition is defined as: (1) A disability as defined in section 223 of the Social Security Act; (2) a physical, mental, or emotional impairment which is expected to be of long-continued and indefinite duration, substantially impedes an individual’s ability to live independently, and of such a nature that the disability could be improved by more suitable conditions; (3) a developmental disability as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act; (4) the disease of acquired immunodeficiency syndrome or any conditions arising from the etiological agency for acquired immunodeficiency syndrome; or (5) a diagnosable substance abuse disorder. The term “homeless” in this case means a person sleeping in a place not meant for human habitation (e.g., living on the streets), in an emergency homeless shelter, or in a Safe Haven as defined by HUD.

- b. **Chronically Homeless Person/ Long Term Homeless - United Way Definition.** Chronically homeless person as defined by United Way of King County’s Chronic Homeless Initiative is a person who experiences long periods of time in emergency shelters and on the streets of King County due to multiple personal barriers to finding and maintaining housing. Many individuals may have one or more disabling conditions that contribute to personal barriers.
- c. **High-Utilizer.** Those persons diagnosed with mental illness and/or chemical dependency who are frequent users of emergency medical services, hospitals and/or the criminal justice system. High-utilizers are identified by the county sponsored high-utilizer coordinating group.
- d. **Homeless - King County Homeless Housing and Services Program and State THOR Definition.** A homeless person or household is someone who, on a particular day or night, does not have decent and safe shelter or sufficient funds to purchase a place to stay. This includes people who can provide proof of imminent housing loss or who are currently residing in homeless shelters or transitional housing.
- e. **Homeless Person - McKinney Act (42 U.S.C. 11302) Definition.** A homeless person is a person sleeping in a place not meant for human habitation or in an emergency shelter; and a person in transitional housing for homeless persons who originally came from the street or an emergency shelter.
- f. **Homeless Family.** One or more adults over the age of 18, a pregnant woman (18 years or older), or a legal caregiver with at least one child under 18, who is residing in the home or are in the process of reunifying with their parent or custodian. Parents who are in the process of reunifying with their children must demonstrate that there is a clear plan in place for the custody of the children to be restored.
- g. **Homeless Older Adult.** A homeless person aged 55 or over. Programs serving this population may be eligible for specific funding sources and/or may develop programming specific to the needs of this age group.
- h. **Homeless Young Adult.** Homeless persons ages 18 to 25 that may have been in an unstable housing situation for most of their lives, including involvement with the foster care system, and require services that are geared toward their individual developmental needs.
- i. **Homeless Youth.** Homeless persons under age 18, and for whom services are often dictated by Washington State guidelines. Services are typically geared towards their individual developmental needs.
- j. **Long-Term Homeless.** This term includes all people who have been homeless for long periods of time or repeatedly over long periods of time as evidenced by stays in the streets, emergency shelters, or other temporary settings, sometimes cycling between homelessness and hospitals, jails, or prisons. This definition intentionally includes a larger group of people than the HUD definition of chronically homeless, such as families, youth, partnered homeless people, and those who do not have a documented disability.

- k. Person with a Disability - Social Security Definition.** A person who is determined to: 1) have a physical, mental or emotional impairment that is expected to be of continued and indefinite duration, substantially impedes his or her ability to live independently, and of such a nature that the ability could be improved by more suitable housing conditions; or 2) have a developmental disability, as defined in the Developmental Disabilities Assistance and Bill of Rights Act.
- l. Person with Substance Use Issues.** A person who has problems resulting from a pattern of using substances such as alcohol and drugs. Problems can include a failure to fulfill major responsibilities and/or using substances in spite of physical, legal, social, and interpersonal problems and risks.
- m. Person with a Mental Illness.** A person with a mental illness is someone who has a psychiatric disorder that results in a disruption in a person's thinking, feeling, moods, and ability to relate to others.
- n. Veteran.** A veteran is defined as any person who:
- Served in any branch of the armed forces of the United States, including the National Guard, the Coast Guard, and the Armed Forces Reserve; AND
  - Fulfilled the initial military service obligation, OR was called into federal service for at least 180 cumulative days; AND
  - Received the following characters of discharge: Honorable, Medical, Under Honorable Conditions (UHC).

**National Guard, reserve member or service member** is defined as any person who:

- Has been called up under Federal or State orders (including Article 10 or Article 32 activations); OR
- Is currently enlisted in the US Armed Forces; OR
- Is in the process of activation for duty; OR
- Is activated for duty; OR
- Is returning from duty; OR
- Has returned from duty in the previous 365 days.

**Family members of veterans are defined as:**

- A spouse or domestic partner of a veteran or service member, as defined above;
- A dependent of a veteran or service member, as defined above; a dependent must be the legal responsibility of the veteran or service member at the time of receipt of assistance.

### Strategies.

- a. Assertive Community Treatment (ACT).** ACT is a service-delivery model that provides comprehensive, locally based treatment to people with serious and persistent mental illnesses. Unlike other community-based programs, ACT is not a linkage or brokerage case-management program that connects individuals to mental health, housing, or rehabilitation agencies or

services. Rather, it provides highly individualized services directly to consumers. ACT recipients receive the multidisciplinary, round-the-clock staffing of a psychiatric unit, but within the comfort of their own home and community. For homeless clients, this can mean providing services on the streets or in shelters. To have the competencies and skills to meet a client's multiple treatment, rehabilitation, and support needs, ACT team members are trained in the areas of psychiatry, social work, nursing, substance use, and vocational rehabilitation. (This definition is excerpted from the National Alliance for the Mentally Ill, [www.nami.org](http://www.nami.org)).

- b. Graduation Beds.** Graduation beds refers to a strategy where residents of permanent, service-rich supportive housing, who no longer need high-intensity services of their existing building and who want greater independence, are given the option (and often assistance) to move into permanent affordable housing with less service supports. These clients will be supported throughout the shift to new housing and provided services on an as needed basis.
- c. Harm Reduction.** Harm reduction is a set of practical strategies that reduce the negative consequences associated with drug use, including safer use, managed use, and non-punitive abstinence. These strategies meet drug users "where they're at," addressing conditions and motivations of drug use along with the use itself. Harm reduction acknowledges an individual's ability to take responsibility for their own behavior. This approach fosters an environment where individuals can openly discuss substance use without fear of judgment or reprisal, and does not condone or condemn drug use. Staff working in a harm reduction setting work in partnership with tenants, and are expected to respond directly to unacceptable behaviors, whether or not the behaviors are related to substance use. The harm reduction model has also been successfully broadened to reducing harms related to health and wellness as well as many other issues.
- d. Homelessness prevention.** A set of strategies intended to assist people who are living in an unstable housing situation or facing a short-term housing crisis to remain in their current housing and not become homeless. Strategies include such things as outreach, information and referral, financial assistance, money management counseling and sometimes case management.
- e. Housing First.** Housing first is a philosophical approach to permanent supportive housing that supports the direct provision of permanent housing to people who are homeless without a "housing readiness" test. There is no requirement that a household spend time in a shelter or graduate from a transitional housing program in order to receive permanent supportive housing, as above. In order to achieve "housing first", such housing must remove screening barriers, screen in many households that have traditional barriers to renting, and remove certain tenancy rules that present barriers, such as a clean and sober requirement.
- f. Rapid Re-Housing.** Rapid re-housing is a term recently used by HUD to describe their homeless family initiative. It refers to the immediate and primary goal of moving a homeless household quickly into permanent, "non time-limited" housing and to help them stabilize. Services are delivered primarily following a housing placement and the goal is housing stability. Housing is

not contingent on services; instead, participants must comply with a lease agreement and are provided with the services and supports as necessary.

- g. Voluntary Services.** Flexible services designed primarily to help tenants maintain housing. Voluntary services are those that are available to but not demanded of tenants (one's housing is not dependent on participation in services), such as service coordination/case management, physical and mental health, substance use management and recovery support, job training, literacy and education, youth and children's programs, and money management. While services are not a condition of tenancy, providers may employ motivational interviewing and other techniques to engage clients in services.

## Appendix 2: Key to Available Resources

	<i>Capital to Develop New Housing</i>	<i>Rental Assistance</i>	<i>Operating Support</i>	<i>Supportive Services: Case Mgmt, Mental Health, Chemical Dependency, Other</i>	<i>Section 8 Vouchers</i>
City of Seattle – Office of Housing	X				
King County DCHS/CSD/HCD, Housing Finance Program	X				
A Regional Coalition for Housing (ARCH)	X				
King County DCHS/CSD/ HCD, Homeless Housing Program		X	X	X	
City of Seattle – Human Services Department		X	X	X	
King County Housing Authority					X
Seattle Housing Authority					X
United Way of King County				X	

### Appendix 3: Application Information

Funding Type	Where is Project Located?	What Funds Will I Apply for?	What Application Do I Complete?	How Many Copies?	Where Do I Deliver the Applications?
<b>Operating, Rental Assistance and Services Funding</b>	King County – including Seattle	<input type="checkbox"/> King County DCHS/CSD/HCD – Homeless Housing and Services Funds, MIDD, V-HS Levy  <input type="checkbox"/> United Way Supportive Services Funding – Campaign to End Chronic Homelessness	Common Application for Operating Support, Rental Assistance and Supportive Services (ORS)  Application location: <a href="http://www.kingcounty.gov/housing">http://www.kingcounty.gov/housing</a>	1 original with original signature; 4 paper copies; and 1 electronic copy	Attn: Katy Miller King County HCD 401 5 <sup>th</sup> Ave., 5 <sup>th</sup> floor Seattle, WA 98104 <a href="mailto:Katy.miller@metrokc.gov">Katy.miller@metrokc.gov</a>
	King County – outside Seattle	<input type="checkbox"/> King County Housing Authority			
	Seattle	<input type="checkbox"/> Seattle Housing Authority (Supportive Housing Vouchers)  <input type="checkbox"/> City of Seattle Human Services Department	SHA Project-Based Housing Choice Voucher Application  Application location: <a href="http://www.seattle.gov/housing/development/NOFA.htm">http://www.seattle.gov/housing/development/NOFA.htm</a> (scroll to bottom)	1 original paper copy of Part I and Part II of the application	Attn: Multifamily Program Seattle Office of Housing 700 Fifth Ave, 57 <sup>th</sup> floor Seattle, WA 98104

Funding Type	Where is Project Located?	What Funds Will I Apply for?	What Application Do I Complete?	How Many Copies?	Where Do I Deliver the Applications?
<b>Capital Funding</b>	Seattle	<input type="checkbox"/> City of Seattle Office of Housing Capital \$\$	1. Common Application 2. HTF Supplemental 3. Seattle Supplemental (2010)  Application location: <a href="http://www.seattle.gov/housing/development/MultifamilyNOFA.htm">http://www.seattle.gov/housing/development/MultifamilyNOFA.htm</a>	1 original and 1 CD that includes the complete set of Common Application, State Supplemental, and Seattle Supplemental, including the Budget and Excel Forms workbook.	Attn: Debbie Thiele Seattle Office of Housing 700 Fifth Ave, 57 <sup>th</sup> floor Seattle, WA 98104 <a href="mailto:debbie.thiele@seattle.gov">debbie.thiele@seattle.gov</a>
	King County – including Seattle	<input type="checkbox"/> King County Capital \$\$: Regional Affordable Housing Program (2060), Vets and Human Services Levy Capital, HOF HIPDD, 2331 Doc Recording Fee, HOME – note: HOME funds only available for projects outside Seattle	1. Common Application 2. Housing Finance Program Supplemental  Application location: <a href="http://www.kingcounty.gov/housing">http://www.kingcounty.gov/housing</a>	2 complete originals with all attachments and 1 CD that includes the complete set of Common Application and Housing Finance Program supplemental questions, including Budget and Excel Forms workbook – No PDF’s please. In addition, please provide 5 paper copies of the Common Application and HFP supplemental questions with Budget and Excel Forms workbook, but no other attachments.	Attn: John deChadenedes King County Housing Finance Program 401 5 <sup>th</sup> Ave., 5 <sup>th</sup> floor Seattle, WA 98104 <a href="mailto:John.deChadenedes@metrokc.gov">John.deChadenedes@metrokc.gov</a>
	King County – outside Seattle	<input type="checkbox"/> A Regional Coalition for Housing (ARCH) Capital \$\$	1. Common Application 2. ARCH Supplemental  Application location: <a href="http://www.archhousing.org/HTF/">http://www.archhousing.org/HTF/</a>	1 original and 1 CD that includes a complete copy of the Common Application and ARCH Supplemental Application– No PDF’s please.	Attn: Klaas Nijhuis ARCH 16225 N.E. 87 <sup>th</sup> St, Suite A-3 Redmond, WA 98052 <a href="mailto:knijhuis@bellevuewa.gov">knijhuis@bellevuewa.gov</a>