Homeless Veterans
Reintegration Program

Program and Application:
Returning and Current HVRP Grantees

National Coalition for Homeless Veterans
Agenda

- HVRP Program Information
- HVRP Application and Submission Information
- Changes and Points of Emphasis
- Resources and Contact Information
HVRP Program Information
HVRP: Objectives

- To provide services to assist in reintegrating homeless veterans into meaningful employment within the labor force and;

- To stimulate the development of effective service delivery systems that will address the complex problems facing homeless veterans.
Service Delivery

- Job placement and retention services;
- Job training;
- Counseling;
- Mentoring;
- Supportive services;
- Housing.
Collaboration

- DVOPs and LVERs
- Continuum of Care
- Stand Downs
- VA and ODEP
- Public agencies
- VSOs
- Non-profit organizations
- Private businesses
- Colleges and universities
HVRP Application
Application: Basic Structure

- Can earn up to 110 points
- Three sections:
  - Executive Summary
  - Technical Proposal (110 points)
    - Demonstrate Need
    - Overall Strategy
    - Organizational Linkages
    - Organizational and Staff Capacity
    - Housing Strategy
  - Cost Proposal
Application: Basic Directions

- 60 page maximum
- 20 page maximum on Technical Proposal
- Include page numbers
- Use tab dividers for sections and sub-sections
- Cost sharing/matching funds not required, but encouraged
- Initial selection ≠ final approval
Eligibility for Applicants

- State and local Workforce Investment Boards (WIBs),
- local public agencies,
- for-profit/commercial entities, and
- non-profit organizations, including community-based organizations.

**NOT Eligible**: 501 (c)(4) entities
Eligibility for Participants

- Must be “homeless”...
  - persons who lack a fixed, regular, and adequate nighttime residence;
  - persons living in supervised public or privately operated shelter designed to provide temporary living arrangements;
  - an individual who resided in a shelter or place not meant for human habitation and who is exiting and institution where he or she temporarily resided; and
  - persons with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
  - **NEW**: an individual or family who will imminently lose their housing, can identify no subsequent residence, and which lacks the resources or support networks needed to obtain other permanent housing.
  - **NEW**: the term also includes:
    - unaccompanied youth and homeless families with children and youth defined as homeless under other Federal statutes who have experienced a long term period without living independently in permanent housing;
    - have experienced persistent instability as measured by frequent moves over such period; and can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse, the presence of a child or youth with a disability, or multiple barriers to employment.
Eligibility for Participants

- ...and a “Veteran”
  - a person who served in the active military, naval, or air service, and
  - who was discharged or released under conditions other than dishonorable

- Chronically Homeless:
  - an unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more, or who has had at least four (4) episodes of homelessness in the past three (3) years.
  - Disabling condition: a diagnosable substance abuse disorder, serious mental illness, developmental disability, or chronic physical illness or disability including the co-occurrence of two or more of these conditions.
HVRP: Urban and Non-Urban

- **Must indicate category!**
- **Must include documentation and maps!**
- Urban: from metropolitan areas of 75 largest US cities with populations greater than or equal to 569,463
- Non-Urban: All other locations outside of those 75 cities
- Funding levels:
  - Up to $2.5 million for each
  - Urban: $100,000 – $300,000
  - Non-Urban: $100,000 - $200,000
  - **Do not exceed funding levels!**
Remember….

- Include all requirements or lose points/run the risk of being non-responsive!

- “Is my program employment-focused?”
Section 1: Executive Summary

- 1-2 pages
- Major components:
  - Geographic area
  - **TYPE OF GRANT
  - Strategy
  - Timeline
  - Proposed outcomes
Section 2: Technical Proposal

- 20 pages maximum
- Single-sided, double-spaced, 12 pt font
- Major Components:
  - Demonstrate Program Need (10 points)
  - Overall Strategy (35 + 10 additional points)
  - Organizational Linkages (20 points)
  - Organizational and Staff Capacity (25 points)
  - Housing Strategy (10 points)
Technical Proposal: Demonstrate Need

- Basic data:
  - Urban versus Non-Urban
  - Geographic area

- Detailed data:
  - Concentration of homeless persons
  - Poverty and unemployment rates
  - Gaps in local services
  - Specific and unique barriers to employment
  - Employment possibilities
Technical Proposal: Overall Strategy

- See page 19 for 7 key components
  - Outreach
  - Pre-enrollment assessment
  - Intake
  - Employment development plan and case management capabilities
  - Job training
  - Job development and placement services that may include obtaining
  - Employer commitments to hire
  - Post-placement follow-up services
  - **10 additional points: ability to demonstrate approach for chronically homeless veterans and the network that exists in your community to work with them**
Technical Proposal: Organizational Linkages

- **Quality** and **Extent** of linkages to other partners
- **DVOPs and LVERs and VWIP:**
  - types of services to be provided; and
  - type of agreement in place.
- Link to Federal agencies (see pg. 25 for list)
- Employers, education providers, training providers, and supportive service providers:
  - who,
  - how that function is funded (if available), and
  - how they will be linked.
- How does this all fit into:
  - Continuum of Care,
  - 5 year plan, and
  - local 10 year plan.
Technical Proposal: Organizational and Staff Capacity

- Previous HVRP grantees:
  - At a minimum, must submit four main performance measures plus benefits secured over past three program years
  - Must submit three years of most recent final performance reports

- Never an HVRP grantee:
  - Must have data to submit that reflects similar program activities
  - Submit three years of most recent final performance reports for similar projects

- Staff experience: pg. 26
- Measures of Success for proposed plan
- Include your most recent audit
- **How will you outlast federal funding?
Technical Proposal: Housing Strategy

- Temporary, transitional, or permanent housing

- Must show rapid response ability

- Using community resources...NO HVRP funds for housing
  - Funds not to be used for rent, deposits, utilities, leasing of vehicle, etc.
Section 3: Cost Proposal

- Standard Form SF-424 (original signed in blue ink)
  - Catalog of Federal Domestic Assistance #17.805
  - DUNS #
  - Active CCR registration
- Standard Form SF-424A
- Budget Narrative
  - Detailed cost breakout of each item in the budget information sheet
  - Include: personnel costs, fringe benefits (extraordinary if over 35%), explanation of costs and methodologies, follow-up services costs, equipment purchases, other funds
- Assurances and Certifications Signature page
- Audit report
- List of employment and training grants from last 3 years with contact information
- Survey on Ensuring Equal Treatment for Applicants
- Indirect Charges or Certificate of Direct Costs
Proposal Components NOT Included in 60 Page Requirement

- Participant flow chart
- List of local employers in employer network that will hire and train participants
- MOUs with staffing entities
- MOUs with training providers
- MOUs to obtain State Unemployment Insurance data
- Competitive Grants Planned Goals Chart
- MOUs with service providers working specifically with chronically homeless veterans
- MOUs with service providers that target homeless veterans in the same geographic location
- Staff biographies/resumes (organizational chart DOES count)
- Audit report
- MOUs with housing providers
- List of employment and training grants and contracts from last three years
- Documentation and maps showing Urban vs. Non-Urban designation
- Cost proposal
Additional Submission Details

- **Performance period:**
  - 12 months, July 1, 2011-June 30, 2012
  - Follow-up for 3 quarters: July 1, 2012-March 31, 2013
  - Program funds obligated and reserved for 9 months of follow up and close out by June 30, 2012

- **Funding restrictions:**
  - 1 application per submitting organization and physical location with same population
  - Admin costs not to exceed 20% of total award
  - NO co-enrollment of participants in HVRP and VWIP
Additional Submission Details

- Mail overnight or hand deliver or via www.grants.gov
  - NO e-mail submissions!
  - Submit by 5:00 p.m. EDT
  - If using grants.gov:
    - Start the process early!
    - Save docs as .DOC, .RTF, .XLS, or .PDF
  - If mailing:
    - Submit original signed in blue ink and 2 copies of everything

- Two e-mails received after submission
  - 1- confirms receipt
  - 2- confirms rejection due to errors or validation
Critical Points

- Largest 75 cities using 2000 Census
- Stand Down funding is a separate application
- Outreach workshops
- Register as an EN
- Direct linkages to workforce investment systems and education providers in community
- IRS statement of 501 (c)(3) status
- Designate category
New Components and Changes

General:

- **Minimum funding of $100,000**
- **Expanded definition of homelessness**
- Optional funding years consideration:
  - **Up to three additional years, but NOT guaranteed**
  - 85% of planned cumulative goals by end of 2nd quarter of current program year = possible 2nd year funding
  - 85% of planned cumulative goals by end of 2nd quarter of 2nd option year and be fully compliant with all critical cumulative planned performance goals from 1st option year = possible 3rd year funding
  - Turn in reports ON TIME
  - Deal with issues identified in Corrective Action Plan (CAP) if needed
  - Comply with SGA, grant award, and General and Special Grants provisions
New Components and Changes

General (cont.):

- **Performance measure:**
  - Performance measures:
    - Placement Rate: minimum of 65%
    - Entered Employment Rate: minimum of 65%
    - Retention Rate at three quarters following placement: minimum of 65%
    - Cost Per Placement: performance target of $2,800
- Veteran: no longer specifies priorities
- “Applicants should address all of the operational, administrative, and financial requirements in the solicitation”
- VA’s 5 Year Plan and National Strategic Plan
- Participation in Continuum of Care and local 10 Year Plans
- Partnering with colleges and universities
New Components and Changes

- Outreach:
  - No focus on small CBOs
  - Increased focus on formal MOUs

- Intake and Assessment:
  - Interests and needs of the participant $\Rightarrow$ long term success
  - Referrals to other services at intake phase $\Rightarrow$ job readiness
  - Securing benefits
  - IEP as a method of recording progress
New Components and Changes

- Employment:
  - Creative incentives to encourage retention
  - Relationship with DVOP/LVER

- Housing
  - Targeted referrals
  - HUD-VASH explanation
  - No focus on energy efficiency/renewable energy jobs
  - Rapid response
New Components and Changes

- **Application:**
  - 60 pages (used to be 75)
  - 20 pages for Technical Proposal (used to be 15)

- **Strategy section:**
  - Participant flow chart
  - Employers offering career growth
  - Jobs locally in demand
  - MOU for State Employment Insurance data access

- **Linkages section:**
  - Framing: 5 and 10 year plans
New Components and Changes

- Application (cont.):
  - Organizational and Staff Capacity section:
    - Start up challenges
    - Audit
    - Previous HVRP grantees: 3 years of most recent final cumulative reports
Additional Resources

- **HVRP Press Release:** http://www.dol.gov/opa/media/press/vets/VETS20110877.htm
- **HVRP Application forms:** http://www.dol.gov/vets/programs/hvrp/main2011.htm
- **NCHV Website:** www.nchv.org
- **NVTAC Website:** http://bbi.syr.edu/nvtac/
- **Toll-free number for EN assistance:** # 866-584-5180
- **Community organizations:** http://www.nchv.org/network.cfm
- **Employment Assistance Guide:** http://www.nchv.org/docs/EAG%201-10.pdf
- **Healthcare for Homeless Veterans Program Guide:** http://www.va.gov/HOMELESS/docs/HCHV_Sites_ByState.pdf
- **Stand Down Financing Teleconference:** http://www.nchv.org/page.cfm?id=332
- **Stand Down Development Teleconference:** http://www.nchv.org/page.cfm?id=331
- **2011 Stand Downs:** http://www.nchv.org/standdownevents.cfm
- **USICH Website:** http://www.usich.gov/
Contact Information

- For questions regarding the SGA: Cassandra Mitchell, Grant Officer, at (202) 693-4570 (this is not a toll-free number) or by e-mail at mitchell.cassandra@dol.gov

- For HVRP Technical Assistance and questions about this presentation: Baylee Crone, Technical Assistance Director, NCHV at (202) 546-1969 or by e-mail at bcrone@nchv.org

- For information about homeless veterans: NCHV Website at www.nchv.org