

Before Starting the Special CoC Application

You must submit both of the following parts in order for us to consider your Special NOFO Consolidated Application complete:

1. the CoC Application, and
2. the CoC Priority Listing.

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

As the Collaborative Applicant, you are responsible for reviewing the following:

1. The Special Notice of Funding Opportunity (Special NOFO) for specific application and program requirements.
2. The Special NOFO Continuum of Care (CoC) Application Detailed Instructions for Collaborative Applicants which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.

CoC Approval is Required before You Submit Your CoC's Special NOFO CoC Consolidated Application

- 24 CFR 578.9 requires you to compile and submit the Special NOFO CoC Consolidated Application on behalf of your CoC.
- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit the Consolidated Application into e-snaps.

Answering Multi-Part Narrative Questions

Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question. This will help you organize your responses to ensure they are complete and help us to review and score your responses.

Attachments

Questions requiring attachments to receive points state, "You must upload the [Specific Attachment Name] attachment to the 4A. Attachments Screen." Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process. Include a cover page with the attachment name.

- Attachments must match the questions they are associated with—if we do not award points for evidence you upload and associate with the wrong question, this is not a valid reason for you to appeal HUD's funding determination.

- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

1A. Continuum of Care (CoC) Identification

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

1A-1. CoC Name and Number: WA-500 - Seattle/King County CoC

1A-2. Collaborative Applicant Name: King County Regional Homelessness Authority

1A-3. CoC Designation: CA

1A-4. HMIS Lead: King County Regional Homelessness Authority

1A-5.	New Projects	
	Complete the chart below by indicating which funding opportunity(ies) your CoC applying for projects under. A CoC may apply for funding under both set asides; however, projects funded through the rural set aside may only be used in rural areas, as defined in the Special NOFO.	
1.	Unsheltered Homelessness Set Aside	Yes
2.	Rural Homelessness Set Aside	No

1B. Project Capacity, Review, and Ranking–Local Competition

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

1B-1.	Web Posting of Your CoC Local Competition Deadline–Advance Public Notice. (All Applicants)	
	Special NOFO Section VII.B.1.b.	
	You must upload the Local Competition Deadline attachment to the 4A. Attachments Screen.	
	Enter the date your CoC published the deadline for project application submission for your CoC's local competition.	09/01/2022

1B-2.	Project Review and Ranking Process Your CoC Used in Its Local Competition. (All Applicants)	
	Special NOFO Section VII.B.1.a.	
	You must upload the Local Competition Scoring Tool attachment to the 4A. Attachments Screen.	
	Select yes or no in the chart below to indicate how your CoC ranked and selected new project applications during your CoC's local competition:	
1.	Established total points available for each project application type.	Yes
2.	At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	Yes
3.	At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	Yes

1B-3.	Projects Rejected/Reduced–Notification Outside of e-snaps. (All Applicants)	
	Special NOFO Section VII.B.1.b.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4A. Attachments Screen.	
1.	Did your CoC reject or reduce any project application(s)?	Yes
2.	Did your CoC inform the applicants why their projects were rejected or reduced?	Yes
3.	If you selected yes, for element 1 of this question, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps. If you notified applicants on various dates, list the latest date of any notification. For example, if you notified applicants on 6/26/22, 6/27/22, and 6/28/22, then you must enter 6/28/22.	10/05/2022

1B-3a.	Projects Accepted–Notification Outside of e-snaps. (All Applicants)	
	Special NOFO Section VII.B.1.b.	
	You must upload the Notification of Projects Accepted attachment to the 4A. Attachments Screen.	
	Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the New Priority Listings in writing, outside of e-snaps. If you notified applicants on various dates, list the latest date of any notification. For example, if you notified applicants on 6/26/22, 6/27/22, and 6/28/22, then you must enter 6/28/22.	10/05/2022
1B-4.	Web Posting of the CoC-Approved Special NOFO CoC Consolidated Application. (All Applicants)	
	Special NOFO Section VII.B.1.b.	
	You must upload the Web Posting–Special NOFO CoC Consolidated Application attachment to the 4A. Attachments Screen.	
	Enter the date your CoC posted its Special NOFO CoC Consolidated Application on the CoC's website or affiliate's website–which included: 1. the CoC Application, and 2. Priority Listings.	10/18/2022

2A. System Performance

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

2A-1.	Reduction in the Number of First Time Homeless—Risk Factors.	
	Special NOFO Section VII.B.2.b.	
	Describe in the field below:	
	1. how your CoC determined which risk factors your CoC uses to identify persons becoming homeless for the first time;	
	2. how your CoC addresses individuals and families at risk of becoming homeless; and	
	3. provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the number of individuals and families experiencing homelessness for the first time or to end homelessness for individuals and families.	

(limit 2,500 characters)

1) Identification of Risk Factors: Analysis of HMIS inflow data includes CE Assessment, homelessness prevention screening tool, diversion use, PIT survey cause of homelessness question. Regional eviction data used to cross walk eviction & entry to homelessness. CoC part of longitudinal study of homeless families - includes analysis of risk factors (Westat Family Homelessness Initiative/Gates Foundation). Factors included prior homeless, eviction history, DV, illness, age, substance use, rent burden, sudden significant loss of income. Local data shows communities of color (esp. Black/African American & American Indian/Alaska Native) & LGBTQ YYA overrepresented and at higher risk.

2) Targeted prevention: a) research-based prevention screening tool to determine imminent risk, program eligibility, service needs. Causation questions (sudden income loss, DV, eviction history) mirror PIT count survey; b) connection to prevention programs, employment/legal supports at CE RAPS/known points of entry help divert HH at risk; c) increased prevention funding thru 3 voter-approved levies, includes BSK investment in communities w/ high rates of poverty/evictions, VSHSL funded legal assistance & UWKC Family Resource Exchanges; d) CoC Student Homeless Partnership strategy for universal screening in King Co schools; e) End Youth Homeless Now focused efforts on YYA prevention and those efforts continue; f) examining cycle of criminalization/homelessness seeking effective early interventions. Use of eviction prevention funds: a) 1-time/short to med term financial assist, mediation/legal/housing stabilization; leverage employment, education, food & utility programs to increase earnings & offset monthly expenses for at risk low-income renters; 2) employ targeted cross-system diversion w/ flexible funds/client-centered strategies for rapid housing return; 3) Created a decision tree on when it would be appropriate to provide a motel voucher vs other basic needs; 4) CoC & VA work w/SSVF providers to implement new shallow rent subsidy program. KCRHA 5-Year Plan includes implementing direct cash assistance to those at-risk to reduce likelihood of entering homelessness based on evidence from Innovations for Poverty Action studies. Further actions via quality improvement project and guidance - to prioritize assistance to households that may become homeless for the first time (medical fragility, household composition, age).

3) King County Regional Homelessness Authority

2A-2.	Length of Time Homeless--Strategy to Reduce. (All Applicants)	
	Special NOFO Section VII.B.2.c.	
	Describe in the field below:	
	1. your CoC's strategy to reduce the length of time individuals and persons in families remain homeless;	
	2. how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and	
	3. provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the length of time individuals and families remain homeless.	

(limit 2,500 characters)

1. CoC uses a HF approach w/ all people experiencing homelessness in KC, recognizing that housing with appropriate supports to meet the need is the only durable solution to homelessness. Regional strategy to address needs in the continuum is to deploy a suite of field based & site specific service interventions that meet people where they are & provide connectivity to the full range of housing & service resources available to the continuum.

CoC employs diversion approach systemwide, centralized housing location focused on finding units as well as more proactive landlord recruitment and engagement (Housing Connector) and increased investment in RRH and PSH. CoC plans to expand tenant-based rental assistance systemwide to offer more flexible housing options (evidence from EHV housing rate indicates this method can and will quickly move more households into housing and reduce LOT HH experience homelessness). CoC also works to diligently shift narrative on homelessness and works to reduce stigma about those experiencing homelessness - particularly with landlords and property managers.

2. The CoC utilizes robust HMIS system to accurately collect the numbers/characteristics of people experiencing homelessness to identify & house individuals & families with the longest length of stay in homeless response system. Housing Navigators are instrumental to continue to engage with households who are not yet connected to housing to ensure continued household contact/eligibility readiness once housing identified. The CoC further committed to RRH as a strategy for reducing LOT. Using onetime ESG-CV funding, the CoC designed pilot RRH program to embed program enrollment support within shelter buildings. The intentional linkage of shelter to RRH programming is designed to produce faster/more successful exits to PH, which will reduce HH length of stay. The CoC also adopted CoC-wide RRH guidelines showing results for fidelity to best practices. Additional TA to YYA RRH providers by Virtual Peer Learnings. CoC TH providers continue to strengthen programming, with some converting to permanent housing to better serve the households.

3. King County Regional Homelessness Authority

2A-3.	Successful Permanent Housing Placement or Retention. (All Applicants)	
	Special NOFO Section VII.B.2.d.	
	Describe in the field below how your CoC will increase the rate that individuals and persons in families residing in:	
	1. emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations; and	
	2. permanent housing projects retain their permanent housing or exit to permanent housing destinations.	

(limit 2,500 characters)

1) Strategy to increase the rate of exits to PH includes increased scale and focused resources: a) target EHV referrals to ES/SH/DV TH programs, to ensure rapid match to perm housing (1,055+ refs), b) create RRH-to-EHV progressive engagement for RRH households that need L/T subsidy (169+ refs), c) expand funding for RRH through CARES Act (\$6.2M) and local revenue (total \$8.5M) with increased flexibility for longer stayers, d) Include direct access to housing-oriented flexible funding / diversion resources in ES/SH programs; e) increase funding for local landlord engagement provider Housing Connector to recruit new rental stock; f) expand legal services to address past debt/eviction; g) employment/education services; h) Increase TA and accountability measures for underperformers.

2) Efforts to increase retention rate for PH include: a) Increased investment in prevention case management for households with previous homeless history; b) added conflict mediation, dispute resolution/family reunification services and training to suite of retention supports; c) new cross sector partnerships with mainstream employment/education services to increase/maintain employment; d) expanded move-on strategy in permanent supportive housing; e) leveraged Medicaid housing supports on-site nursing support through levies; f) expanded use of CE mobility transfer policy to help relocate when all other efforts exhausted; i) increased quarterly review of exits and program terminations to intervene on program-level to identify patterns and provide TA to decrease likelihood HH will be exited for behavioral reasons; j) systemwide increase to eviction prevention assistance to cover arrears or missed payments to due economic constraints related to continued impacts of COVID and prior eviction moratorium.

3) King County Regional Homelessness Authority

2A-4.	Returns to Homelessness—CoC's Strategy to Reduce Rate. (All Applicants)	
	Special NOFO Section VII.B.2.e.	

	Describe in the field below:
1.	how your CoC identifies individuals and families who return to homelessness;
2.	your CoC's strategy to reduce the rate of additional returns to homelessness; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the rate individuals and persons in families return to homelessness.

(limit 2,500 characters)

- 1) CoC identifies HH who return to homelessness by: a) Tracking performance quarterly by population, project and program type and analyzing HMIS outflow / return data; b) Using national, state, local research to identify factors/vulnerabilities predictive of return including prior homelessness, past eviction history, illness rent burden, sudden & significant loss of income and PIT survey questions regarding cause of homelessness; c) holding more transparent case conferencing about what is happening with HH who have exited programs during post-exit case management follow-up. All mirrored in local research-based prevention tool to assertively target services such as employment assistance, prevention, and general case management to those most likely to return to homelessness.
- 2) CoC strategies to reduce rate of return includes: a) Investment in prevention case management/rental assistance and UWKC Family Resource Exchange/Home Base eviction prevention targeting HH w/ previous homeless history; b) Cross sector partnerships w/ mainstream employment & education services to increase & maintain employment; c) Cross sector partnerships w/ behavioral health; d) Move on strategies for households residing in PSH no longer needing intensive supports & high-need in RRH w/ progressive engagement; e) Using local resources to provide other permanent housing (PH) for HH whose primary need is housing affordability - successful example in connecting HH to EH; f) Reinforce orientation to Housing First w/ training that emphasizes client engagement strategies to reduce evictions for housing compliance issues; g) strong focus on permanent connections to communities of support, particularly YYA to support long-term housing stability; h) Utilizing mobility transfer policy in PH to relocate to alternative PH if all other efforts to maintain housing have failed and moving to a different site may improve housing outcomes for the household; i) expand Housing Connector for centralized housing search & landlord relationships with risk mitigation funds and piloting funding local landlord incentives to support housing retention; j) shallow rent subsidy through SSVF & local levy; k) beginning stages of implementing direct cash transfers, which have high rate of successfully assisting HH to not return to homelessness.
- 3) King County Regional Homelessness Authority

2A-5.	Increasing Employment Cash Income–Strategy. (All Applicants)	
	Special NOFO Section VII.B.2.f.	

	Describe in the field below:
1.	the strategy your CoC has implemented to increase employment cash sources;
2.	how your CoC works with mainstream employment organizations to help individuals and families increase their cash income; and
3.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase income from employment.

(limit 2,500 characters)

1) To increase employment income: a) Income/employment is covered at first household contact with employment navigators placed at CE access points; b) Cross system training with CoC & Workforce Development Council (WDC) to target homeless job seekers; c) Provide formal job training/employment assistance/job search coordinated through YWCA/TRAC Associates and well as other supported employment providers connect to RRH and PSH programs; d) enroll YYA in RRH & Career Launchpad; e) Connect employment directly to shelters & RRH; f) target local levy dollars to homeless YYA employment (FOY, YouthCare, YMCA); g) Actively engage in efforts to increase access to employment including dedicated staffing/proactive job connections including formal/informal employer partnerships (Vigor Ship Building, Amazon, Best Buy, Starbucks). CCS Mind the Gap - 6-month IT training w/ industry mentors, pre-exa help. Aspiring Social Service Employee Training (ASSET) - employment prep / volunteer internship in social services w/ additional training for janitors

2) WDC is primary mainstream employment organization and oversees local WorkSource one-stop centers: a) CE Access points co-located w/ Worksource one stop; b) CoC, WDC, King County Regional Homelessness Authority participate in Connections Project including CEA RAP: Home & Work to strengthen CoC employment strategy & employer/career pathways; c) WDC & local levies fund employment services coordinated through KC. Additionally, CoC targets local resources to employment including United Way and Raikes Foundation for Youth employment connected to RRH & YDHP and coordinates w/ local agency financial empowerment skill building programs (Solid Ground, YWCA, Neighborhood House). New ARPA-funded King County Jobs and Housing pilot targeting literally homeless provides temp County jobs and employment supports with RRH [target: 300]. Jobs are full-time with benefits; employment supports [through WDC and partner agencies] focus on securing ongoing employment.

3) King County Regional Homelessness Authority

2A-5a.	Increasing Non-employment Cash Income-Strategy. (All Applicants)	
	Special NOFO Section VII.B.2.f.	
	Describe in the field below:	
	1. the strategy your CoC has implemented to increase non-employment cash income;	
	2. your CoC's strategy to increase access to non-employment cash sources; and	
	3. provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase non-employment cash income.	

(limit 2,500 characters)

1) CoC strategy to increase non-employment cash income includes: 1) Years long advocacy to increase cash amount for Washington State's Aging, Blind, and Disable benefit from \$197 to \$417, which was implemented in 2022; 2) coordinated SOAR training for all CoC providers to ensure staff equipped to assist participants to apply for applicable benefits; 3) targeted focus on veteran's and ensuring access and education about all benefits veteran's in CoC are entitled to.

2) CoC strategies to increase access non-employment cash income includes: 1) CE uses WA Connections on-line benefit tool to screen & enroll; 2) VA navigators use 12-point assessment, link VETS to available systems; 3)BFET case managers in South KC for benefit enrollment; 4)By-name case conferencing includes mainstream connection for benefit access, navigators assist w/securing ID; 5) WA Medicaid Waiver for Foundational Community Support (FCS) for housing/supported employment for Medicaid eligible w/complex needs; 6) training housing/service staff in FCS to ensure eligible HH access , working to leverage FCS at CE; 7) Non-employment cash income a CoC Program scoring element--100% of progs assist to identify, access, maintain benefits, majority SOAR trained; 8) Partner with Seattle-King County Coalition on Homelessness to provide systemwide training to all homeless and housing service staff on assisting HH to apply for SSI, SSDI, ABD, and TANF; 9) Broadly promote and send out link & information on 20-hour SOAR training that is accessible online; 10) King County ARPA CLFR investment in Stimulus Check and Benefits access Navigation training and support for agencies serving people experiencing homelessness [general (Coalition on Homelessness), family (Mary's Place) and youth-focused (Friends of Youth)]. Programs work directly/indirectly with mainstream progs to track referrals, benefits received/renewed, help resolve eligibility screening/benefit denial issues.

3) King County Regional Homelessness Authority

2B. Coordination and Engagement–Inclusive Structure and Participation

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

2B-1.	Inclusive Structure and Participation–Participation in Coordinated Entry. (All Applicants)	
	Special NOFO Sections VII.B.3.a.(1)	

In the chart below for the period from May 1, 2021 to April 30, 2022:

1.	select yes or no in the chart below if the entity listed participates in CoC meetings, voted—including selecting CoC Board members, and participated in your CoC's coordinated entry system; or
2.	select Nonexistent if the organization does not exist in your CoC's geographic area:

	Organization/Person	Participated in CoC Meetings	Voted, Including Electing of CoC Board Members	Participated in CoC's Coordinated Entry System
1.	Affordable Housing Developer(s)	Yes	Yes	Yes
2.	Agencies serving survivors of human trafficking	Yes	No	Yes
3.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
4.	CoC-Funded Victim Service Providers	Yes	Yes	Yes
5.	CoC-Funded Youth Homeless Organizations	Yes	Yes	Yes
6.	Disability Advocates	Yes	Yes	Yes
7.	Disability Service Organizations	Yes	Yes	Yes
8.	Domestic Violence Advocates	Yes	Yes	Yes
9.	EMS/Crisis Response Team(s)	Yes	Yes	No
10.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
11.	Hospital(s)	Yes	No	Yes
12.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Yes	Yes	Yes
13.	Law Enforcement	No	No	No
14.	Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) Advocates	Yes	Yes	Yes
15.	LGBTQ+ Service Organizations	Yes	Yes	Yes
16.	Local Government Staff/Officials	Yes	No	No
17.	Local Jail(s)	No	No	No
18.	Mental Health Service Organizations	Yes	Yes	Yes
19.	Mental Illness Advocates	Yes	Yes	Yes

20.	Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes
21.	Non-CoC-Funded Victim Service Providers	Yes	Yes	Yes
22.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes
23.	Organizations led by and serving LGBTQ+ persons	Yes	Yes	Yes
24.	Organizations led by and serving people with disabilities	Yes	Yes	Yes
25.	Other homeless subpopulation advocates	Yes	Yes	Yes
26.	Public Housing Authorities	Yes	No	Yes
27.	School Administrators/Homeless Liaisons	Yes	No	No
28.	Street Outreach Team(s)	Yes	Yes	Yes
29.	Substance Abuse Advocates	Yes	Yes	Yes
30.	Substance Abuse Service Organizations	Yes	Yes	Yes
31.	Youth Advocates	Yes	Yes	Yes
32.	Youth Service Providers	Yes	Yes	Yes
	Other:(limit 50 characters)			
33.	Native-led; Immigrant and Refugee Advocates/Service Orgs	Yes	No	Yes
34.	VA; Philanthropy; Faith Communities; Health Insurance Providers	Yes	Yes	Yes

2B-2.	Open Invitation for New Members. (All Applicants)	
	Special NOFO Section VII.B.3.a.(2), V.B.3.g.	

	Describe in the field below how your CoC:
1.	communicated the invitation process annually to solicit new members to join the CoC;
2.	ensured effective communication with individuals with disabilities, including the availability of accessible electronic formats;
3.	conducted outreach to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join your CoC; and
4.	invited organizations serving culturally specific communities experiencing homelessness in the geographic area to address equity (e.g., Black, Latino, Indigenous, other People of Color, persons with disabilities).

(limit 2,500 characters)

1) CoC solicited new members actively. New in 2022, more than half of CoC Board membership is people with lived experience. Staff & committee co-chairs conducted regular review to assess need for new representation. Interested partners can: a) contact CoC at any time; b) at turnover, CoC may target invites to specialized groups for broad representation in alignment w/ CoC charter; or issue open invite. New members solicited through social media, email, CoC website, word of mouth by sitting members, and by CoC staff with strong emphasis on lived experience and historically marginalized and disproportionately impacted, esp. Indigenous & Black. Board/committees affirm all new members.

2) CoC staff trained in event accessibility follow all federal & local ADA requirements. CoC communicates ability for meeting accommodations up front in materials & notices: video conferencing with closed captioning; sign-language as requested; physical locations available and selected w/accessibility in mind; HMIS & CE docs in Braille; HMIS training videos with ASL. All CoC materials available online in PDF; all materials reviewed for formatting & reading comprehension.

3) CoC makes ongoing concerted effort to outreach persons with lived and living experience of homelessness. In 2022, CoC met with families experiencing homelessness about real-time support - particularly those fleeing DV; facilitated outreach by current CoC Board members and KCRHA staff to persons currently experiencing homelessness to join CoC - examples include encampment outreach, promoting CoC activities at the Lived Experience Coalition weekly General Meeting; shared online and via word of mouth information about becoming an CoC board member and application process; the KCRHA, CoC Lead, Sub-Regional Planning team held regular engagements with people experiencing homelessness - with a particular focus on BIPOC, LGBTQ+, YYA, and communities with severe service needs - throughout the year to inform the 5-Year Plan.

4) Equity and inclusion of organizations serving culturally specific communities a CoC priority, with emphasis on equity. KCRHA Staff including Sub-Regional Outreach staff prioritize meeting with culturally specific communities - BIPOC, LGBTQ+, and disability community (all pops. part of subpop outreach and planning for 5 Year Plan). EHV distribution prioritizes inclusion of orgs. serving communities over-represented in homelessness eg, Black, Indigenous, particularly by/for orgs not previously involved.

2B-3.	CoC's Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness. (All Applicants)	
	Special NOFO Section VII.B.3.a.(3)	

	Describe in the field below how your CoC:
1.	solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness or an interest in preventing and ending homelessness;
2.	communicated information during public meetings or other forums your CoC uses to solicit public information; and
3.	took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.

(limit 2,500 characters)

1) CoC solicits and considers opinions from CoC Board & Committees (CE, System Perform) who is intentionally recruited to represent a broad array of knowledgeable/interested persons/orgs: lived experience (LE), regional funders, local jurisdictions, PHAs, VA Health, prevention/homeless service providers, CBOs (immigrant/refugee, AI/AN, unsheltered, LGBTQ, DV, YYA, HCHN, FBO). Convened monthly, agendas hold time for public comment, member input, two way info sharing. CoC solicits and collects input from service providers and community members actively throughout the year via a Request for Information posted online and widely published to better inform strategy to address and prevent homelessness. Active partnership with the Lived Experience Coalition to both develop and improve strategy. Targeted outreach to orgs and individuals not represented in regular feedback mechanisms - e.g outreached Pacific Islander Community Association of WA (PICA) when noticeable absence of NHOPi interested were not being represented. Community responses re programs and policy development shared with CoC Board by KCRHA staff in monthly updates.

2) Information/feedback solicited thru: a) CoC-specific meetings (Annual CoC Convening, CoC Advisory, CE and SysPM), b) presentations to councils, regional homeless & regional planner meetings; c) stakeholder meetings; d) base building spaces for a given topic, e.g., prevention, rapid rehousing, transitional housing; e) community engagement sessions around the King County Regional Homelessness Authority's 5-Year Plan. Since COVID, all public meetings are virtual (all accessible) with designated time for community input. CoC also solicits input via online surveys/email

3)Stakeholder input is critical to CoC planning/decision-making, especially LE and pops disproportionately represented in homelessness. CBO feedback regarding disproportionate access to housing resources resulted in equitybased distribution process for EHV as well as reflective rating and scoring criteria within the local application process. Resultant equity-targeted access enabled small CBOs to connect communities of differing cultures, languages, and abilities to EHV with above national average. Based on feedback during initial 50+ community engagement sessions for 5 Year Plan, KCRHA began focused subpop work to address needs of LGBTQ+, seniors/elders, persons w/ disabilities, immigrants/refugees.

2B-4.	Public Notification for Proposals from Organizations Not Previously Funded. (All Applicants)	
	Special NOFO Section VII.B.3.a.(4)	

	Describe in the field below how your CoC notified the public:
1.	that your CoC's local competition was open and accepting project applications;
2.	that your CoC will consider project applications from organizations that have not previously received CoC Program funding;
3.	about how project applicants must submit their project applications;
4.	about how your CoC would determine which project applications it would submit to HUD for funding; and
5.	how your CoC effectively communicated with individuals with disabilities, including making information accessible in electronic formats.

(limit 2,500 characters)

- 1)CoC-specific RFP process opened to PSH& JC TH/RRH housing projects. Need of operating/services funding screened & identified through prior CoC and non-CoC RFP processes. Affirmed by CoC Advisory Committee (AC), HUD CoC dollars target new PSH for high need/CH meeting HUD requirements & JC TH/RRH programs. Additional outreach via publically accessible community engagements which were posted online & recorded for public viewing to call for community input regarding strategy for new CoC dollars, one new organizations to applied for CoC Program funding.
- 2)Through multiple community engagement sessions, CoC encouraged new organizations to apply for funding and explicitly called for new & innovation projects to serve those with complex service needs who are experiencing unsheltered homelessness.
- 3)Apps accepted electronically/paper depending on funding opp. Participation waivers for small/BIPOC available for submittal type; application TA increasingly available. All apps reviewed for eligibility, capacity, feasibility, pop priority, sub-regional priority & screened for alignment w/ CoC values & priorities. Project funding (HUD CoC, PHA, healthcare, veteran, local levies) coord/leveraged amongst funders & fund sources (public/private). Meeting w/ agencies year-round for pre-app guidance re: plans, priority populations, service models, project budgets & allocation of HUD CoC/other dollars that best match project need/scope.
- 4)New projects identified for CoC funding ranked & then affirmed by CoC AC (includes LE) based on project readiness, target pop, CoC gaps/needs, HUD priorities, system priorities of racial equity, & fund availability. CoC also took consideration funding orgs not previously funded to expand both the orgs receiving funding & unique pops new orgs serve. This aligned with equity principles & will expand the geographic coverage of CoC programs. Further emphasis placed on projects leveraging healthcare supports to participants. Held published, AC meeting 10/5 to review all projects, including new project & orgs - in the rated & ranked order. Recorded meeting & covered selection process.
- 5)CoC follows federal/local requirements in ADA, communicates ability for accommodation in all materials / workshops. Meeting sites selected for accessibility, including closed captioning for online meetings, materials reviewed for formatting/reading comprehension & available online in PDF.

2C. Coordination / Engagement—with Federal, State, Local, Private, and Other Organizations

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

2C-1.	Coordination with Federal, State, Local, Private, and Other Organizations. (All Applicants)
	Special NOFO Section VII.B.3.b.
	In the chart below:
1.	select yes or no for entities listed that are included in your CoC's coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or
2.	select Nonexistent if the organization does not exist within your CoC's geographic area.

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with Planning or Operations of Projects
1.	Funding Collaboratives	Yes
2.	Head Start Program	Yes
3.	Housing and services programs funded through Local Government	Yes
4.	Housing and services programs funded through other Federal Resources (non-CoC)	Yes
5.	Housing and services programs funded through private entities, including Foundations	Yes
6.	Housing and services programs funded through State Government	Yes
7.	Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes
8.	Housing and services programs funded through U.S. Department of Justice (DOJ)	Yes
9.	Housing Opportunities for Persons with AIDS (HOPWA)	Yes
10.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Yes
11.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes
12.	Organizations led by and serving LGBTQ+ persons	Yes
13.	Organizations led by and serving people with disabilities	Yes
14.	Private Foundations	Yes
15.	Public Housing Authorities	Yes
16.	Runaway and Homeless Youth (RHY)	Yes
17.	Temporary Assistance for Needy Families (TANF)	Yes
	Other:(limit 50 characters)	
18.	VA/VA Health; local/state DV; DD; DCYF; AI/AN led orgs	Yes

2C-2.	CoC Consultation with ESG Program Recipients. (All Applicants)	
	Special NOFO Section VII.B.3.b.	

	Describe in the field below how your CoC:
1.	consulted with ESG Program recipients in planning and allocating ESG funds;
2.	participated in evaluating and reporting performance of ESG Program recipients and subrecipients;
3.	provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area; and
4.	provided information to Consolidated Plan Jurisdictions to address homelessness within your CoC's geographic area so it could be addressed in Consolidated Plan update.

(limit 2,500 characters)

1) CoC WA-500 active ESG/ESG-CV recipients are: Seattle, King County (KC), and WA Statewide (Auburn, Bellevue, Burien, Federal Way, Kent, Kirkland, Redmond, Renton, Shoreline). Recipients participate in planning / allocation. ESG distributed via RFP, under CoC requirements & system performance (SPM) framework. ESG recipients represented in planning/review bodies. Local RFPs include ESG, administered by ESG recipient staff (Seattle & KC) who also participate in CoC workgroups. ESG contracts w/ providers managed by KCRHA, CoC Lead. For KC ESG the Joint Recommendations Committee (JRC) (interjurisdictional body includes all above listed jurisdictions) confirms final recommendations on projects funded w/ ESG. ESG-CV procured and distributed as crisis response shelter and RRH per Seattle and JRC approval and ESG-CV TA.

2) ESG & ESG/CV funded projects operate under WA-500 CoC SPM. CoC evaluates & reports performance of ESG recipients & subs. All projects, including ESG and CV-funded included in SPM & dashboards managed by CoC lead KCRHA & posted on CoC website. CoC SPM Committee includes ESG recipient (KC) w/ Seattle & WA also represented. SPM reviews performance/identifies issues. Performance as measured through this process informs RFP scoring and eligibility to apply for ESG & other CoC funds.

3) PIT and HIC data provided to Consolidated Plan jurisdictions within the CoC geographic area. The two largest ESG recipients are close partners in the HIC and PIT process.

4) WA-500 has 6 Consolidated Plan jurisdictions: Auburn, Bellevue, Federal Way, Kent, Seattle, KC. CoC works in close partnership to align planning w/ Consolidated Plan jurisdictions w/ representatives on all CoC planning bodies & workgroups (i.e. KCRHA Governing Committee and Implementation Board). All jurisdictions participate in annual PIT Count and collaborated on identifying best locations for Respondent Driven Sampling (RDS) in 2022. CoC provides regional homeless data & presents to con. plan bodies. All Consolidated Plans speak to participation in & collaboration w/ CoC & CoC strategic plan.

2C-3.	Discharge Planning Coordination. (All Applicants)
	Special NOFO Section VII.B.3.c.

Select yes or no in the chart below to indicate whether your CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs.

1.	Foster Care	Yes
2.	Health Care	Yes
3.	Mental Health Care	Yes
4.	Correctional Facilities	Yes

2C-4.	CoC Collaboration Related to Children and Youth–SEAs, LEAs, School Districts. (All Applicants)
	Special NOFO Section VII.B.3.d.

	Select yes or no in the chart below to indicate the entities your CoC collaborates with:	
1.	Youth Education Provider	Yes
2.	State Education Agency (SEA)	Yes
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

2C-4a.	CoC Collaboration Related to Children and Youth–SEAs, LEAs, School Districts–Formal Partnerships. (All Applicants)	
	Special NOFO Section VII.B.3.d.	

	Describe in the field below:
1.	how your CoC collaborates with the entities checked in Question 2C-4; and
2.	the formal partnerships your CoC has with the entities checked in Question 2C-4.

(limit 2,500 characters)

1) Majority of formal collaboration between CoC and MKV education, at all levels, focused on COVID impacts on schools/students ensuring equitable response/recovery and safe return to the classroom. CoC convened Pre-K-12 Schools and Childcare Task Force as cross-departmental/multidisciplinary team (public health, communication/ed specialists, Puget Sound Educational Service District, Office of the Superintendent of Public Instruction, CoC, and stakeholders (districts/school staff, providers). Taskforce key contact/primary leader for all issues related to K-12, especially homeless students/families. Partnered w/ Seattle Council Parent Teacher Student Association on multiple fronts. a) Youth ed: CoC, King County School Districts, KC PHA collaborated with Highline, Tukwila & Renton school districts on pilot connecting housing and educational achievement for homeless students. Formal partnership: Student Homelessness Workgroup (SHW) collaboration of funders, philanthropy, providers, school personnel. b) State-Local Ed: CoC, MKV liaisons, district personnel shared school level practices, identified strategies/tools on diversion skills for school specific training. Formal partnership: SHW /MKV school liaisons/CoC, OHY, WA Office of Public Instruction; OHY on CoC YHDP Team c) School Districts: Under NIS, took a regional approach to cross system interventions re: schools, connection to crisis system, criminal justice.

2) Formal partnerships: A regional by invitation collaboration between NIS, King County & Snohomish CoCs partnered with schools, DCYF, YYA providers. Additionally, CoC provider YouthCare hosts Student Resource Navigator positions that are funded through SPS and OHY. They also partner with the Shoreline school system. The SRN will work with any young person who is experiencing barriers to getting to school (often basic needs). YouthCare-Orion has a GED program that is run in partnership with SPS Interagency Academy and services young people ages 16-24 who are students at the Interagency Academy or engaged in YouthCare's Services. YouthCare-Casa de los Amigos has a high school completion program that is run in partnership with SPS Interagency Academy. It provides individualized bilingual instruction at YouthCare's Casa de los Amigos program where young people can build their language skills and earn their high school diploma.

2C-4b.	CoC Collaboration Related to Children and Youth—Informing Individuals and Families Experiencing Homelessness about Eligibility for Educational Services. (All Applicants)	
	Special NOFO Section VII.B.3.d.	

Describe in the field below written policies and procedures your CoC adopted to inform individuals and families who become homeless of their eligibility for educational services

(limit 2,500 characters)

The Education Services Policy is included in the CoC Interim Policies. Written procedures require programs serving families w/ children & school-aged youth & young adults to: inform families & youth experiencing homelessness of their eligibility for MKV services during intake; cannot require school enrollment as a condition of program entry; cannot prohibit children from remaining in their school of origin; must develop relationships with colleges to access Higher Education Services; must designate a staff person to ensure children are enrolled in school & connected to education services. Programs are additionally required to ask participants to sign verification of their receipt of MKV Act eligibility. The Seattle/King County Coalition on Homelessness hosted virtual training on 10/21/21 and 9/22/22: Helping Homeless Students: McKinney-Vento 101, attended by both school personnel and homeless service providers. The Coalition also produces "Understanding Educational Rights for homeless and unstably housed students – a guide for parents, students, teachers and social workers", which outlines homeless student rights, and provides McKinney-Vento contacts for each King County school district. The brochure is made available to providers, libraries, schools & is posted on the Coalition website. Education Leads Home and Building Changes created flyer visually highlighting key information: how to get in touch with the nearest liaison, and the rights and services available for students experiencing homelessness for use in multiple languages.

2C-5.	Mainstream Resources—CoC Training of Project Staff. (All Applicants)	
	Special NOFO Section VII.B.3.e.	

Indicate in the chart below whether your CoC trains project staff annually on the following mainstream resources available for program participants within your CoC's geographic area:

	Mainstream Resource	CoC Provides Annual Training?
1.	Food Stamps	Yes
2.	SSI—Supplemental Security Income	Yes
3.	TANF—Temporary Assistance for Needy Families	Yes
4.	Substance Abuse Programs	Yes
5.	Employment Assistance Programs	Yes
6.	Other	

You must select a response for elements 1 through 6 in question 2C-5.

2C-5a.	Mainstream Resources—CoC Collaboration with Project Staff Regarding Healthcare Organizations. (All Applicants)	
	Special NOFO Section VII.B.3.e.	

Describe in the field below how your CoC:

1.	systemically provides up-to-date information on mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within your CoC's geographic area;
----	---

2.	works with project staff to collaborate with healthcare organizations to assist program participants with enrolling in health insurance;
3.	provides assistance to project staff with the effective use of Medicaid and other benefits; and
4.	works with projects to promote SOAR certification of program staff.

(limit 2,500 characters)

- 1) CoC pivoted to virtual connections to meet needs during the pandemic and utilized existing partnerships to keep programs and HH systematically updated. Local Homelessness Coalition provided up to date public benefits information via flyers, meetings and trainings, kept informed of opening schedules for local DSHS service, hosted Child Care Resources and Anti-Hunger & Nutrition Coalition for updates on homeless child care / family resources including King County American Rescue Plan and SNAP benefits; Solid Ground Benefit Legal Assistance offered special training on how to access state benefits during COVID; King County Accountable Communities of Health (ACH) trainings/forums and "Unite Us" platforms facilitated referrals to behavioral /physical health, benefits, services..
- 2) Homeless Coalition with Solid Ground Benefits Legal Assistance put on a training on Medicaid and Medicare to educate service providers on how to help their clients access and maintain medical benefits. CoC also works with providers to bring the homeless health outreach team nurses to housing sites, Healthcare for the Homeless Network staff to shelters. Leveraging healthcare is priority of CoC to ensure whole-person care is available in programs.
- 3) CoC works to educate project staff on Medicaid 1115 waiver to better leverage Medicaid for housing supports. Provides TA support to new and existing projects to leverage Medicaid via Foundational Community Supports. Homeless Coalition training supports project staff to learn the the application processes for SSI, TANF, and food assistance to ensure all participants effectively access each benefit they are eligible for.
- 4) There are a number of organizations with the CoC that have staff trained in SOAR and CoC sends out information to partners regarding the online training available for staff to complete. Regular communication with programs on importance of both engaging with participants to access SSI/SSDI and ensuring staff are SOAR certified.

3A. New Projects With Rehabilitation/New Construction Costs

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

3A-1.	Rehabilitation/New Construction Costs—New Projects. (Rural Set Aside Only).	
	Special NOFO Section VII.A.	
If the answer to the question below is yes, you must upload the CoC Letter Supporting Capital Costs attachment to the 4A. Attachments Screen.		
Is your CoC requesting funding for any new project(s) under the Rural Set Aside for housing rehabilitation or new construction costs?		No

3B. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

3B-1.	Designating SSO/TH/Joint TH and PH-RRH Component Projects to Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes. (Rural Set Aside Only)	
	Special NOFO Section VII.C.	
	Is your CoC requesting to designate one or more of its SSO, TH, or Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes?	No

3B-2.	Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes. (Rural Set Aside Only)	
	Special NOFO Section VII.C.	
	You must upload the Project List for Other Federal Statutes attachment to the 4A. Attachments Screen.	
	If you answered yes to question 3B-1, describe in the field below:	
1.	how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and	
2.	how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act.	

(limit 2,500 characters)

Not applicable.

4A. Attachments Screen For All Application Questions

		Please read the following guidance to help you successfully upload attachments and get maximum points:	
	1.	You must include a Document Description for each attachment you upload; if you do not, the Submission Summary screen will display a red X indicating the submission is incomplete.	
	2.	You must upload an attachment for each document listed where 'Required?' is 'Yes'	
	3.	We prefer that you use PDF files, though other file types are supported—please only use zip files if necessary. Converting electronic files to PDF, rather than printing documents and scanning them, often produces higher quality images and reduces file size. Many systems allow you to create PDF files as a Print Option. If you are unfamiliar with this process, you should consult your IT Support or search for information on Google or YouTube.	
	4.	Attachments must match the questions they are associated with.	
	5.	Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.	
	6.	If you cannot read the attachment, it is likely we cannot read it either. - We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time). - We must be able to read everything you want us to consider in any attachment.	
	7.	Open attachments once uploaded to ensure they are the correct attachment for the required Document Type.	
Document Type	Required?	Document Description	Date Attached
1B-1. Local Competition Announcement	Yes	Local Competition...	10/14/2022
1B-2. Local Competition Scoring Tool	Yes	Local Competition...	10/14/2022
1B-3. Notification of Projects Rejected-Reduced	Yes	Notification of P...	10/14/2022
1B-3a. Notification of Projects Accepted	Yes	Notification of P...	10/14/2022
1B-4. Special NOFO CoC Consolidated Application	Yes		
3A-1. CoC Letter Supporting Capital Costs	No		
3B-2. Project List for Other Federal Statutes	No		
P-1. Leveraging Housing Commitment	No	Housing Leveragin...	10/18/2022
P-1a. PHA Commitment	No		
P-3. Healthcare Leveraging Commitment	No	Healthcare Levera...	10/18/2022
P-9c. Lived Experience Support Letter	No	Lived Experience ...	10/18/2022
Plan. CoC Plan	Yes	CoC Plan	10/18/2022

Attachment Details

Document Description: Local Competition Deadline

Attachment Details

Document Description: Local Competition Scoring Tool

Attachment Details

Document Description: Notification of Projects Rejected-Reduced

Attachment Details

Document Description: Notification of Projects Accepted

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: Housing Leveraging Commitment

Attachment Details

Document Description:

Attachment Details

Document Description: Healthcare Leveraging Commitment

Attachment Details

Document Description: Lived Experience Support Letter

Attachment Details

Document Description: CoC Plan

Submission Summary

Ensure that the Special NOFO Project Priority List is complete prior to submitting.

Page	Last Updated
1A. CoC Identification	10/13/2022
1B. Project Review, Ranking and Selection	10/13/2022
2A. System Performance	10/06/2022
2B. Coordination and Engagement	10/13/2022
2C. Coordination and Engagement–Con't.	10/13/2022
3A. New Projects With Rehab/New Construction	No Input Required
3B. Homelessness by Other Federal Statutes	10/13/2022
4A. Attachments Screen	Please Complete
Submission Summary	No Input Required



KCRHA
King County Regional Homelessness Authority

**CONTINUUM OF CARE SUPPLEMENTAL TO
ADDRESS UNSHELTERED AND RURAL
HOMELESSNESS (SPECIAL NOFO)**

ATTACHMENT: Local Competition Deadline



KCRHA

King County Regional Homelessness Authority



Alex Ebrahimi <alex.ebrahimi@kcrha.org>

to me, Tiana, Kelsey, Shani ▾

Hi everyone,

Sorry for the delay but the information has been **posted** as per your request. Please take a look and let me know if it looks good.

<https://kcrha.org/resources/funding-opportunities/>

Thank you.

Alex Ebrahimi | [he/him](#)

System Performance Manager

King County Regional Homelessness Authority

Email: alex.ebrahimi@kcrha.org

Mobile: 206-794-8855

[@KC_RHA](#) | [Facebook](#) | [LinkedIn](#)

Thu, Sep 1, 6:13 AM



Applications: The deadline for submitting completed proposals is **Tuesday, September 20, 2022, by 11:59pm PST**. This funding process is competitive and open to any agencies that meet the KCRHA [Agency Minimum Eligibility Requirements](#) and any additional requirements outlined in Section III.

Timeline*	
Funding Opportunity Released	Wed. 8/31/22
**Live Information Session (Note: participation and registration is highly recommended, but not required to submit an application. A recorded session will be posted after the meeting.)	Wed. 9/7/22 from 10-11AM Video call link: https://meet.google.com/ejt-okkp-agv Or dial: (US) +1 631-910-9013 PIN: 533 652 742#
Last Day to Submit Questions to ccc.questions@kcrha.org	Wed. 9/14/22
Application Deadline	Tuesday, 9/20/22
Denial Notification (anticipated)	Wednesday, 10/5/22
Award Notification (anticipated)	Wednesday, 10/05/2022
KCRHA Submits Rating and Ranking to HUD	Tue. 10/18/22; Due 10/20/22
Estimated Contract Start Date	TBD based on HUD's final award

*KCRHA reserves the right to change any dates in the RFP timeline. Any updates, including responses to questions, will be posted on the [KCRHA](#) website under, 'Funding Opportunities'. **Please contact the Procurement Coordinator for accommodation requests @: RFP@kcrha.org



KCRHA
King County Regional Homelessness Authority

**CONTINUUM OF CARE SUPPLEMENTAL TO
ADDRESS UNSHELTERED AND RURAL
HOMELESSNESS (SPECIAL NOFO)**

**ATTACHMENT: Local Competition Scoring
Tool**



KCRHA

King County Regional Homelessness Authority

RATER INSTRUCTIONS

Thank you for serving on the rating committee for the 2022 Unsheltered Homelessness and Encampment Health & Housing Services RFP. Please use the criteria and scoring schema included in this document to rate the PH-PSH and TH & PH-RRH Applications. Please keep in mind that organizations have different resources available for grant writing, and organizations with poor writing may nonetheless offer strong programs that are culturally competent and impactful. Scores should be based on the information provided by the organization in their response, and not the quality of writing in the response. Each rater has been assigned an alias to be used instead of their name on all rating documents. Please be aware that the rating process is only semi-anonymous even with the use of the assigned alias; raters will be able to see one another's scores and comments during the group discussion. Rater's names and their rating forms may also be released if KCRHA receives a public disclosure request related to this funding process.

Important: Rater Comments

As you're rating each section, enter comments into the box labeled "Rater Comments", located under the questions in each section. Comments are very important! Comments justify the score you give, and must be related directly to how the applicant answered the questions. Comments are particularly important to justify low scores. Once finished inputting your scores, transfer your scores and comments to the tab labeled, "Rater's Scores" for each application you review.

Your comments may be provided to applicants after the funding process is complete, to help them improve future applications. You will need to refer to your comments to be able to participate in the group review discussion.

If you have questions, please reach out to the CoC Co-leads at coc.questions@kcrha.org



There are two sections for this rating tool: "Criteria & Scoring", and a "Rater's Scores" Section. For each question and proposal, enter your score in the grey box labeled "Rater's Score" within each of the criteria & scoring tabs. Each rater must provide and submit scores for all assigned proposals. Your scores for each question will be automatically subtotaled at the bottom of each scoring tool. All final scores, agency information, and rater's comments must be manually added to "Rater's Scores" tab no later than midnight on Monday, October 3rd.

Click to add data

Instructions

Criteria & Scoring Tool

Rater's Scores



Permanent Supportive Housing (PSH) & Transitional Housing to Permanent Rapid Re-Housing Criteria & Rating

Provide a rating for each agency applying. Copy their final score on the "Rater's Scores" Tab

	Maximum Points	Rater's Score			
A. TELL US WHO YOU ARE *Experience reflects a history of providing services that are focused on helping individuals gain safety, improve health and racial equity, and address barriers to securing housing. *An acceptable response will acknowledge the needs of the target population and include a plan that addresses the types of assistance that will be provided by the project applicant, or other partners, to ensure program participants served by this project will move into appropriate permanent housing as well as remain in or move to other permanent housing once assistance is no longer needed.	10		Low (0-3) Does not meet and/or address the criteria.	Medium (4-7) Adequately addresses the criteria.	High (8-10) Demonstrates excellence in all and/or most of the criteria.
B. WHAT ARE YOU PROPOSING TO DO? *Proposes to serve individuals and families who meet HUD's definition of "chronically homeless", AND at least one member in the household has a disability; *Applicant proposes to provide Permanent Support Housing (PSH) rental assistance, services and/or operations; OR Transitional Housing to Permanent Rapid Re-Housing; *The number and confirmation of units will fit the needs of the program participants; and *Demonstrates a commitment to a Housing First approach.*Applicant has a logical, thorough plan to address the needs identified in this procurement process. *Applicant proposes to implement services within KCRHA's jurisdiction (Seattle/King County) and with the intended populations. *The ratio of direct-service staff to participants supports housing-focused services. *Applicant clearly explains and understands the fidelity based Housing First Model. *Applicant clearly explains a realistic timeline which aligns with KCRHA's priorities. *Applicant provides detail about the anticipated number of people housed and anticipates serving an underserved population. *Applicant proposes a program which leverages housing and other community resources to maximize permanent housing and health outcomes.	20		Low (0-7) Does not meet and/or address the criteria.	Medium (8-15) Adequately addresses the criteria.	High (16-20) Demonstrates excellence in all and/or most of the criteria.
C. HOW IS YOUR WORK ADVANCING RACIAL EQUITY & SOCIAL JUSTICE? *Applicant demonstrates how they empower their customers' potential and demonstrates an understanding of the historical systemic forms of oppression which harm the communities they serve; *Applicant has a strong history and/or commitment working with and supporting low income BIPOC communities and individuals impacted by institutional racism; *Applicant demonstrates how they currently or plan to include people with lived expertise into their program operations, policy development and leadership.	35		Low (0-11) Does not meet and/or address the criteria.	Medium (12-23) Adequately addresses the criteria.	High (24-35) Demonstrates excellence in all and/or most of the criteria.



Add footer

E. TELL US ABOUT YOUR DATA AND FISCAL MANAGEMENT PRACTICES		Low (0-1)	Medium (2-3)	High (4-5)
*Applicant explains their knowledge and capacity to collect management HMIS data or acknowledge areas of needed growth and capacity; *Applicant has experience or has the ability to meet reporting requirements with state, local and/or federally funded programs; *Applicant adequately describes its revenue, financial health, and financial management systems; *Applicant has a fiscal management system which maintains checks and balances and follows Generally Accepted Accounting Principles to safeguard all funds that may be awarded under the terms of this funding opportunity; *If applicant lacks fiscal management capabilities, applicant identifies its fiscal sponsor.	5	Does not meet and/or address the criteria.	Adequately addresses the criteria.	Demonstrates excellence in all and/or most of the criteria.

F. HOW MUCH FUNDING IS NEEDED, WHY?												Low (0-1)		Medium (2-3)		High (4-5)			
<p>*Staff positions and ratios are designed to meet the needs of its customers;</p> <p>*Applicant explains each budget item and its use clearly.</p> <p>*Budget items seem logical and cost effective;</p> <p>*Budget identifies a 25% match;</p> <p>*If funds are being used from other sources or in-kind, the applicant clearly lists the fund source(s) and budget allocations are clearly explained.</p>										5				Does not meet and/or address the criteria.		Adequately addresses the criteria.		Demonstrates excellence in all and/or most of the criteria.	
										100		0							
Rater Comments/Clarifying Questions:																			



KCRHA

King County Regional Homelessness Authority

Rater's Alias:			
Agency Name	Program/Project Type (PH-PSH or TH & PH-RRH)	Rater's Total Score	Rater's Comments
DESC - SHARP	PH-PSH		
DESC - Woodland	PH-PSH		
Plymouth Housing - Blake House	PH-PSH		
St. Stephen Housing Association	TH & PH-RRH		



KCRHA
King County Regional Homelessness Authority

**CONTINUUM OF CARE SUPPLEMENTAL TO ADDRESS
UNSHELTERED AND RURAL HOMELESSNESS (SPECIAL
NOFO)**

**ATTACHMENT: Notification of Projects Rejected-
Reduced**



Kelsey Beckmeyer <kelsey.beckmeyer@kcrha.org> SNOFO Application Denial

Kelsey Beckmeyer <kelsey.beckmeyer@kcrha.org> Wed, Oct 5, 2022 at 4:39 PM To: Alain Chan <achan@desc.org>, Dan Burton <dburton@desc.org>

Cc: Jenn Ozawa <jenn.ozawa@kcrha.org>, Peter Lynn <peter.lynn@kcrha.org>

Hello,

The King County Regional Homelessness Authority (RHA), as the Seattle - King County Continuum of Care (CoC), has completed its review of project proposals to be submitted under the 2022 local renewal application process in response to the FY 2022 U.S. Department of Housing and Urban Development (HUD) CoC Special Special Notice of Funding Opportunity (SNOFO) to Address Unsheltered and Rural Homelessness competition

We regret to inform you that the following application was not selected for inclusion in the 2022 KCRHA application to HUD.

Project Name: SHARP

Applicant Name: Downtown Emergency Service Center (DESC)

Award Amount Denied: \$328,374.69

The KCRHA received a total of 4 applications for the 2022 HUD SNOFO funds. Unfortunately, this year's funding requests exceeded the amount of funding available. Your proposal was not rated high enough to be moved forward to the HUD consolidated application and deemed out of scope of the posted RFP for permanent supportive housing or joint component transitional housing-rapid rehousing projects.

Please see the attached letter and approved rating and ranking for your records.

Best,

Kelsey

--

Kelsey Beckmeyer | [she / her](#)

Program Performance Manager

King County Regional Homelessness Authority

Email: kelsey.beckmeyer@kcrha.org

Mobile: (206) 735-9026

[@KC_RHA](#) | [Facebook](#) | [LinkedIn](#)



Email communications with KCRHA employees are public records and may be subject to disclosure.

2 attachments



DESC_SHARP_Denial Letter_SNOFO.docx.pdf

97K



Final Project Scores for All Projects - Accepted and Rejected.xlsx - Rating & Rank Order.pdf

53K



October 5, 2022

The King County Regional Homelessness Authority (RHA), as the Seattle - King County Continuum of Care (CoC), has completed its review of project proposals to be submitted under the 2022 local renewal application process in response to the FY 2022 U.S. Department of Housing and Urban Development (HUD) CoC Special Special Notice of Funding Opportunity (SNOFO) to Address Unsheltered and Rural Homelessness competition

We regret to inform you that the following application was not selected for inclusion in the 2022 KCRHA application to HUD.

Project Name: SHARP

Applicant Name: Downtown Emergency Service Center (DESC)

Award Amount Denied: \$328,374.69

The KCRHA received a total of 4 applications for the 2022 HUD SNOFO funds. Unfortunately, this year's funding requests exceeded the amount of funding available. Your proposal was not rated high enough to be moved forward to the HUD consolidated application and deemed out of scope of the posted RFP for permanent supportive housing or joint component transitional housing-rapid rehousing projects.

Nationally, CoC funding is increasingly competitive, and HUD is directing its resources toward housing as made clear in their NOFO processes and funding priorities. HUD emphasizes low barrier housing and rapid movement to permanent housing, with a focus on performance and strategic use of resources. The RHA CoC Advisory Committee affirms the local values and priorities for these funds.

If you have questions about the process or HUD's priorities, please feel free to contact us at coc.questions@kcrha.org.

We look forward to working with you in the future. Please also check our website for additional funding opportunities which may become available, www.kcrha.org. Thank you.

Sincerely,

Peter Lynn

Chief Program Officer

King County Regional Homelessness Authority peter.lynn@kcrha.org

<https://www.kcrha.org>



Kelsey Beckmeyer <kelsey.beckmeyer@kcrha.org> SNOFO New Project Acceptance

Kelsey Beckmeyer <kelsey.beckmeyer@kcrha.org> Wed, Oct 5, 2022 at 4:34 PM To: Alain Chan <achan@desc.org>, Dan Burton <dburton@desc.org>

Cc: Jenn Ozawa <jenn.ozawa@kcrha.org>, Peter Lynn <peter.lynn@kcrha.org>

Hello,

The King County Regional Homelessness Authority (RHA), as the Seattle - King County Continuum of Care (CoC), has completed its review of project proposals to be submitted under the 2022 local renewal application process in response to the FY 2022 U.S. Department of Housing and Urban Development (HUD) CoC Special Special Notice of Funding Opportunity (SNOFO) to Address Unsheltered and Rural Homelessness competition.

We are pleased to inform you that the following application was selected for inclusion in the 2022 KCRHA application to HUD. Please note the reduced fund amount as determined by the ranking panel due to the projected start date and to ensure full funding for projects that will begin earlier.

Project Name: Woodland

Sponsor Name: Downtown Emergency Service Center (DESC)

Award Amount: \$2,759,028

Please see the attached letter and approved rating and ranking for your records.

Best,

Kelsey

--

Kelsey Beckmeyer | [she / her](#)

Program Performance Manager

King County Regional Homelessness Authority

Email: kelsey.beckmeyer@kcrha.org

Mobile: (206) 735-9026

[@KC_RHA](#) | [Facebook](#) | [LinkedIn](#)



Email communications with KCRHA employees are public records and may be subject to disclosure.

2 attachments



DESC_Woodland_Award Letter_SNOFO.docx.pdf

100K



Final Project Scores for All Projects - Accepted and Rejected.xlsx - Rating & Rank Order.pdf

53K



October 5, 2022

The King County Regional Homelessness Authority (RHA), as the Seattle - King County Continuum of Care (CoC), has completed its review of project proposals to be submitted under the 2022 local renewal application process in response to the FY 2022 U.S. Department of Housing and Urban Development (HUD) CoC Special Special Notice of Funding Opportunity (SNOFO) to Address Unsheltered and Rural Homelessness competition.

We are pleased to inform you that the following application was selected for inclusion in the 2022 KCRHA application to HUD. Please note the reduced fund amount as determined by the ranking panel due to the projected start date and to ensure full funding for projects that will begin earlier.

Project Name: Woodland

Sponsor Name: Downtown Emergency Service Center (DESC)

Award Amount: \$2,759,028

Nationally, CoC funding is increasingly competitive, and HUD is directing its resources toward housing as made clear in their Special NOFO processes and funding priorities. HUD emphasizes low barrier housing and rapid movement to permanent housing, with a focus on performance and strategic use of resources. The KCRHA CoC Advisory Committee affirms the local values and priorities for these funds.

Final recommendations, as approved by the CoC Advisory Committee on October 5, 2022, funded a priority order that is best positioned to maximize our potential to receive funding this year and in the future. It considered HUD priorities, target populations, equity, barriers to housing; such as housing placement and income growth, involvement of people with lived experience, and addressing equity for BIPOC and LGBTQ+ communities. Other factors reviewed were project efficiency measures such as occupancy projections, and cost per resident.

If you have questions about the process or HUD's priorities, please feel free to contact us at coc.questions@kcrha.org.

We look forward to working with you over the coming months and encourage you to talk with us and participate in the Advisory Committee meetings regarding HUD and Seattle - King County CoC local priorities. The schedule of AC meetings can be found on the KCRHA website at www.kcrha.org. Thank you.

Sincerely,

Peter Lynn

Chief Program Officer

King County Regional Homelessness Authority peter.lynn@kcrha.org
<https://www.kcrha.org>



KCRHA

King County Regional Homelessness Authority

2022 HUD Special Notice of Funding Opportunity (NOFO)

Rank Sponsor Project Name Target Pop. Area Type Score Cost Aggregate \$

1 Plymouth Housing Blake House Chronic - SA SEA PH-PSH 86 \$1,569,899 \$1,569,899

.

2 DESC Woodland Chronic - SA SEA PH-PSH 85.1 \$2,759,028 \$4,328,927

.

.

3 St. Stephen's Housing Association Nike Manor Families BOC JC TH-RRH 76 \$230,953 \$4,559,880

.

.

4 KCRHA WA-500 CoC Unsheltered Planning Project All Pops. BOC Planning ** \$141,027 \$4,700,907 **3 Year Total**

.

Application TOTAL \$ 4,700,907 \$14,102,723

Projects Not Selected DESC SHARP Chronic - SA BOC PH-PSH 70.1 \$328,374.69

**CONTINUUM OF CARE SUPPLEMENTAL TO ADDRESS
UNSHELTERED AND RURAL HOMELESSNESS (SPECIAL
NOFO)**

ATTACHMENT: Notification of Projects Accepted



Kelsey Beckmeyer <kelsey.beckmeyer@kcrha.org> SNOFO New Project Acceptance

Kelsey Beckmeyer <kelsey.beckmeyer@kcrha.org> Wed, Oct 5, 2022 at 4:32 PM To: Mickey Beatima <mbeatima@plymouthhousing.org>, Public Grants <publicgrants@plymouthhousing.org> Cc: Jenn Ozawa <jenn.ozawa@kcrha.org>, Peter Lynn <peter.lynn@kcrha.org>

Hello,

The King County Regional Homelessness Authority (RHA), as the Seattle - King County Continuum of Care (CoC), has completed its review of project proposals to be submitted under the 2022 local renewal application process in response to the FY 2022 U.S. Department of Housing and Urban Development (HUD) CoC Special Special Notice of Funding Opportunity (SNOFO) to Address Unsheltered and Rural Homelessness competition.

We are pleased to inform you that the following application was selected for inclusion in the 2022 KCRHA application to HUD.

Project Name: Blake House

Sponsor Name: Plymouth Housing

Award Amount: \$1,569,899

Please see the attached letter and approved rating and ranking for your records.

Best,

Kelsey

--

Kelsey Beckmeyer | [she / her](#)

Program Performance Manager

King County Regional Homelessness Authority

Email: kelsey.beckmeyer@kcrha.org

Mobile: (206) 735-9026

[@KC_RHA](#) | [Facebook](#) | [LinkedIn](#)



Email communications with KCRHA employees are public records and may be subject to disclosure.

2 attachments



Plymouth_ Blake House_Award Letter_SNOFO.docx.pdf

99K



Final Project Scores for All Projects - Accepted and Rejected.xlsx - Rating & Rank Order.pdf

53K



October 5, 2022

The King County Regional Homelessness Authority (RHA), as the Seattle - King County Continuum of Care (CoC), has completed its review of project proposals to be submitted under the 2022 local renewal application process in response to the FY 2022 U.S. Department of Housing and Urban Development (HUD) CoC Special Special Notice of Funding Opportunity (SNOFO) to Address Unsheltered and Rural Homelessness competition.

We are pleased to inform you that the following application was selected for inclusion in the 2022 KCRHA application to HUD.

Project Name: Blake House

Sponsor Name: Plymouth Housing

Award Amount: \$1,569,899

Nationally, CoC funding is increasingly competitive, and HUD is directing its resources toward housing as made clear in their Special NOFO processes and funding priorities. HUD emphasizes low barrier housing and rapid movement to permanent housing, with a focus on performance and strategic use of resources. The KCRHA CoC Advisory Committee affirms the local values and priorities for these funds.

Final recommendations, as approved by the CoC Advisory Committee on October 5, 2022, funded a priority order that is best positioned to maximize our potential to receive funding this year and in the future. It considered HUD priorities, target populations, equity, barriers to housing; such as housing placement and income growth, involvement of people with lived experience, and addressing equity for BIPOC and LGBTQ+ communities. Other factors reviewed were project efficiency measures such as occupancy projections, and cost per resident.

If you have questions about the process or HUD's priorities, please feel free to contact us at coc.questions@kcrha.org.

We look forward to working with you over the coming months and encourage you to talk with us and participate in the Advisory Committee meetings regarding HUD and Seattle - King County CoC local priorities. The schedule of AC meetings can be found on the KCRHA website at www.kcrha.org. Thank you.

Sincerely,

Peter Lynn

Chief Program Officer

King County Regional Homelessness Authority peter.lynn@kcrha.org

<https://www.kcrha.org>



Kelsey Beckmeyer <kelsey.beckmeyer@kcrha.org> **SNOFO New Project Acceptance**

Kelsey Beckmeyer <kelsey.beckmeyer@kcrha.org> Wed, Oct 5, 2022 at 4:34 PM To: Alain Chan <achan@desc.org>, Dan Burton <dburton@desc.org>

Cc: Jenn Ozawa <jenn.ozawa@kcrha.org>, Peter Lynn <peter.lynn@kcrha.org>

Hello,

The King County Regional Homelessness Authority (RHA), as the Seattle - King County Continuum of Care (CoC), has completed its review of project proposals to be submitted under the 2022 local renewal application process in response to the FY 2022 U.S. Department of Housing and Urban Development (HUD) CoC Special Special Notice of Funding Opportunity (SNOFO) to Address Unsheltered and Rural Homelessness competition.

We are pleased to inform you that the following application was selected for inclusion in the 2022 KCRHA application to HUD. Please note the reduced fund amount as determined by the ranking panel due to the projected start date and to ensure full funding for projects that will begin earlier.

Project Name: Woodland

Sponsor Name: Downtown Emergency Service Center (DESC)

Award Amount: \$2,759,028

Please see the attached letter and approved rating and ranking for your records.

Best,

Kelsey

--

Kelsey Beckmeyer | [she / her](#)

Program Performance Manager

King County Regional Homelessness Authority

Email: kelsey.beckmeyer@kcrha.org

Mobile: (206) 735-9026

[@KC_RHA](#) | [Facebook](#) | [LinkedIn](#)



Email communications with KCRHA employees are public records and may be subject to disclosure.

2 attachments



DESC_Woodland_Award Letter_SNOFO.docx.pdf

100K



Final Project Scores for All Projects - Accepted and Rejected.xlsx - Rating & Rank Order.pdf

53K



October 5, 2022

The King County Regional Homelessness Authority (RHA), as the Seattle - King County Continuum of Care (CoC), has completed its review of project proposals to be submitted under the 2022 local renewal application process in response to the FY 2022 U.S. Department of Housing and Urban Development (HUD) CoC Special Special Notice of Funding Opportunity (SNOFO) to Address Unsheltered and Rural Homelessness competition.

We are pleased to inform you that the following application was selected for inclusion in the 2022 KCRHA application to HUD. Please note the reduced fund amount as determined by the ranking panel due to the projected start date and to ensure full funding for projects that will begin earlier.

Project Name: Woodland

Sponsor Name: Downtown Emergency Service Center (DESC)

Award Amount: \$2,759,028

Nationally, CoC funding is increasingly competitive, and HUD is directing its resources toward housing as made clear in their Special NOFO processes and funding priorities. HUD emphasizes low barrier housing and rapid movement to permanent housing, with a focus on performance and strategic use of resources. The KCRHA CoC Advisory Committee affirms the local values and priorities for these funds.

Final recommendations, as approved by the CoC Advisory Committee on October 5, 2022, funded a priority order that is best positioned to maximize our potential to receive funding this year and in the future. It considered HUD priorities, target populations, equity, barriers to housing; such as housing placement and income growth, involvement of people with lived experience, and addressing equity for BIPOC and LGBTQ+ communities. Other factors reviewed were project efficiency measures such as occupancy projections, and cost per resident.

If you have questions about the process or HUD's priorities, please feel free to contact us at coc.questions@kcrha.org.

We look forward to working with you over the coming months and encourage you to talk with us and participate in the Advisory Committee meetings regarding HUD and Seattle - King County CoC local priorities. The schedule of AC meetings can be found on the KCRHA website at www.kcrha.org. Thank you.

Sincerely,

Peter Lynn

Chief Program Officer

King County Regional Homelessness Authority peter.lynn@kcrha.org
<https://www.kcrha.org>

Acceptance

Kelsey Beckmeyer <kelsey.beckmeyer@kcrha.org> Wed, Oct 5, 2022 at 4:36 PM To: Peter Lynn <peter.lynn@kcrha.org>

Cc: Jenn Ozawa <jenn.ozawa@kcrha.org>, Tiffany Brooks <tiffany.brooks@kcrha.org>, Nawiishtunmi Nightgun <nawiishtunmi.nightgun@kcrha.org>, Meg Barclay <meg.barclay@kcrha.org>

Hi Peter,

The King County Regional Homelessness Authority (RHA), as the Seattle - King County Continuum of Care (CoC), has completed its review of project proposals to be submitted under the 2022 local renewal application process in response to the FY 2022 U.S. Department of Housing and Urban Development (HUD) CoC Special Special Notice of Funding Opportunity (SNOFO) to Address Unsheltered and Rural Homelessness competition.

We are pleased to inform you that the following application was selected for inclusion in the 2022 KCRHA application to HUD.

Project Name: WA-500 CoC Unsheltered Planning Project

Applicant Name: King County Regional Homelessness Authority

Award Amount: \$141,027

Please see the attached letter and rating and ranking for your records.

Best,

Kelsey

--

Kelsey Beckmeyer | [she / her](#)

Program Performance Manager

King County Regional Homelessness Authority

Email: kelsey.beckmeyer@kcrha.org

Mobile: (206) 735-9026

[@KC_RHA](#) | [Facebook](#) | [LinkedIn](#)



Email communications with KCRHA employees are public records and may be subject to disclosure.

2 attachments



CoC Planning Grant_Award Letter_SNOFO.docx.pdf

107K



Final Project Scores for All Projects - Accepted and Rejected.xlsx - Rating & Rank Order.pdf

53K

October 5, 2022

The King County Regional Homelessness Authority (RHA), as the Seattle - King County Continuum of Care (CoC), has completed its review of project proposals to be submitted under the 2022 local renewal application process in response to the FY 2022 U.S. Department of Housing and Urban Development (HUD) CoC Special Special Notice of Funding Opportunity (SNOFO) to Address Unsheltered and Rural Homelessness competition.

We are pleased to inform you that the following application was selected for inclusion in the 2022 KCRHA application to HUD.

Project Name: WA-500 CoC Unsheltered Planning Project

Applicant Name: King County Regional Homelessness Authority

Award Amount: \$141,027

Nationally, CoC funding is increasingly competitive, and HUD is directing its resources toward housing as made clear in their Special NOFO processes and funding priorities. HUD emphasizes low barrier housing and rapid movement to permanent housing, with a focus on performance and strategic use of resources. The KCRHA CoC Advisory Committee affirms the local values and priorities for these funds.

Final recommendations, as approved by the CoC Advisory Committee on October 5, 2022, funded a priority order that is best positioned to maximize our potential to receive funding this year and in the future. It considered HUD priorities, target populations, equity, barriers to housing; such as housing placement and income growth, involvement of people with lived experience, and addressing equity for BIPOC and LGBTQ+ communities. Other factors reviewed were project efficiency measures such as occupancy projections, and cost per resident.

If you have questions about the process or HUD's priorities, please feel free to contact us at coc.questions@kcrha.org.

We look forward to working with you over the coming months and encourage you to talk with us and participate in the Advisory Committee meetings regarding HUD and Seattle - King County CoC local priorities. The schedule of AC meetings can be found on the KCRHA website at www.kcrha.org. Thank you.

Sincerely,

Peter Lynn

Chief Program Officer

King County Regional Homelessness Authority peter.lynn@kcrha.org

<https://www.kcrha.org>

Kelsey Beckmeyer <kelsey.beckmeyer@kcrha.org> SNOFO New Project Acceptance

Kelsey Beckmeyer <kelsey.beckmeyer@kcrha.org> Wed, Oct 5, 2022 at 4:29 PM To: Ann Allen <aallen@ststephenhousing.org>

Cc: Jenn Ozawa <jenn.ozawa@kcrha.org>, Peter Lynn <peter.lynn@kcrha.org>

Hi Ann,

The King County Regional Homelessness Authority (RHA), as the Seattle - King County Continuum of Care (CoC), has completed its review of project proposals to be submitted under the 2022 local renewal application process in response to the FY 2022 U.S. Department of Housing and Urban Development (HUD) CoC Special Special Notice of Funding Opportunity (SNOFO) to Address Unsheltered and Rural Homelessness competition.

We are pleased to inform you that the following application was selected for inclusion in the 2022 KCRHA application to HUD.

Project Name: Nike Manor

Sponsor Name: St. Stephen's Housing Association

Award Amount: \$230,953

Please see the attached letter and approved rating and ranking for your records.

Best,

Kelsey

--

Kelsey Beckmeyer | [she / her](#)

Program Performance Manager

King County Regional Homelessness Authority

Email: kelsey.beckmeyer@kcrha.org

Mobile: (206) 735-9026

[@KC_RHA](#) | [Facebook](#) | [LinkedIn](#)

Email communications with KCRHA employees are public records and may be subject to disclosure.

2 attachments

St. Stephens_Nike Manor_Award Letter_SNOFO.docx.pdf

99K

Final Project Scores for All Projects - Accepted and Rejected.xlsx - Rating & Rank Order.pdf

53K

October 5, 2022

The King County Regional Homelessness Authority (RHA), as the Seattle - King County Continuum of Care (CoC), has completed its review of project proposals to be submitted under the 2022 local renewal application process in response to the FY 2022 U.S. Department of Housing and Urban Development (HUD) CoC Special Special Notice of Funding Opportunity (SNOFO) to Address Unsheltered and Rural Homelessness competition.

We are pleased to inform you that the following application was selected for inclusion in the 2022 KCRHA application to HUD.

Project Name: Nike Manor

Sponsor Name: St. Stephen's Housing Association

Award Amount: \$230,953

Nationally, CoC funding is increasingly competitive, and HUD is directing its resources toward housing as made clear in their Special NOFO processes and funding priorities. HUD emphasizes low barrier housing and rapid movement to permanent housing, with a focus on performance and strategic use of resources. The KCRHA CoC Advisory Committee affirms the local values and priorities for these funds.

Final recommendations, as approved by the CoC Advisory Committee on October 5, 2022, funded a priority order that is best positioned to maximize our potential to receive funding this year and in the future. It considered HUD priorities, target populations, equity, barriers to housing; such as housing placement and income growth, involvement of people with lived experience, and addressing equity for BIPOC and LGBTQ+ communities. Other factors reviewed were project efficiency measures such as occupancy projections, and cost per resident.

If you have questions about the process or HUD's priorities, please feel free to contact us at coc.questions@kcrha.org.

We look forward to working with you over the coming months and encourage you to talk with us and participate in the Advisory Committee meetings regarding HUD and Seattle - King County CoC local priorities. The schedule of AC meetings can be found on the KCRHA website at www.kcrha.org. Thank you.

Sincerely,

Peter Lynn

Chief Program Officer

King County Regional Homelessness Authority peter.lynn@kcrha.org

<https://www.kcrha.org>



KCRHA

King County Regional Homelessness Authority

2022 HUD Special Notice of Funding Opportunity (NOFO)

Rank Sponsor Project Name Target Pop. Area Type Score Cost Aggregate \$

1 Plymouth Housing Blake House Chronic - SA SEA PH-PSH 86 \$1,569,899 \$1,569,899

.

2 DESC Woodland Chronic - SA SEA PH-PSH 85.1 \$2,759,028 \$4,328,927

.

.

3 St. Stephen's Housing Association Nike Manor Families BOC JC TH-RRH 76 \$230,953 \$4,559,880

.

.

4 KCRHA WA-500 CoC Unsheltered Planning Project All Pops. BOC Planning ** \$141,027 \$4,700,907 **3 Year Total**

.

Application TOTAL \$ 4,700,907 \$14,102,723

Projects Not Selected DESC SHARP Chronic - SA BOC PH-PSH 70.1 \$328,374.69



KCRHA
King County Regional Homelessness Authority

**CONTINUUM OF CARE SUPPLEMENTAL TO ADDRESS UNSHELTERED AND
RURAL HOMELESSNESS (SPECIAL NOFO)**

ATTACHMENT: Leveraging Housing Commitment



KCRHA

King County Regional Homelessness Authority

October 18, 2022

The Seattle-King County CoC is applying for permanent housing projects which include Permanent Supportive Housing (PSH) and Joint Component Transitional Housing to Rapid Rehousing.

Based on the three (3) applications submitted in the rating and ranking process for this application, the following housing leverage commitments are:

Subrecipient Agency Name	Housing Type (PH-PSH) or (TH-RRH)	Total Number of Households Served Annually	Total Number of Units Available	Total Number of Units Not Funded Through CoC or ESG	% Of Leveraging Housing Commitment	Date Available for Participant Occupancy
Plymouth Housing – Blake House	PH-PSH	112	112	112	100%	2/1/2023
DESC – Woodland	PH-PSH	100	100	100	100%	8/1/2023
St. Stephen Housing Association – Nike Manor	TH-RRH	30	4	8	50%	1/1/2023

Based on the number of new permanent supportive housing units that will be leveraged through this funding opportunity, the Seattle-King County CoC certifies that more than 50% of the units included in this application meet the threshold for this Special NOFO.



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • 360-725-4000
www.commerce.wa.gov

January 28, 2022

Daniel Malone, Executive Director
Downtown Emergency Service Center
515 Third Avenue
Seattle, WA 98104

Re: Your 2021 Housing Trust Fund Application

Dear Mr. Malone:

Congratulations! I am pleased to inform you that your Housing Trust Fund (HTF) application to develop the **"DESC Woodland"** affordable housing project has been **conditionally** approved for funding. Your project application was in response to our Notice of Funding Availability for the 2021 Traditional HTF & Cottages funding round (NOFA #HFU-2021-02).

Your project is awarded **up to \$5,000,000** with **STATE** funds from the 2021-2023 Biennial Budget appropriation made to the HTF program. The project will be contracted under contract **#21-94110-010**. The Attachment to this letter provides conditions upon which your award and contract execution are contingent. A copy of the current contract template for STATE funded projects has also been included for reference.

As determined by the units, population, and area median incomes (AMIs) identified in your submitted application on which this award is based, the Department of Commerce (Commerce) will structure the 2021 awards, based on the Temporary Policy for Housing Trust Fund Loans and Grants, as a loan with fully deferred payment terms, payable in full, including accrued 1% simple interest, at the end of the commitment period (40 or 50 years) unless otherwise negotiated at maturity, or upon change of use or sale (except when sold to the original project sponsor) for rental projects dedicating at least half of the units/beds to extremely low-income people (up to 30% AMI in urban areas or up to 50% AMI in rural areas), to homeless-at-entry people, or to permanent supportive housing.

Changes to the units, populations, or the AMIs as presented in the application under which this award is offered may result in a different award structure. The 2021 award structures can be found on the HTF website at <https://www.commerce.wa.gov/building-infrastructure/housing/housing-trust-fund/>.

Your project must produce, at a minimum, the units identified below (as represented in your 2021 HTF application materials) to be placed in service at the end of your project's construction phase.

Please review this information closely and contact your HTF Project Manager (identified below) immediately if you have any concerns or questions. Requests to change these units may result in either the reduction or rescission of the funding award.

Your 2021 Housing Trust Fund Application
 Daniel Malone - Downtown Emergency Service Center
 January 28, 2022
 Page 2 of 2

Income Levels and Unit Counts Assisted		
% of Area Median Income	Qty.	Unit Type
At or Below 30%	50	Studio
At or Below 50%	50	Studio
Common Area / Manager*		
Market Rate*		
Total =	100	
*Commerce funds cannot be used for these units.		

Populations Assisted		
Population Type	Not Homeless at Entry	Homeless at Entry
Multiple Special Needs		40**
Chronic Mental Illness		60**
Common Area / Manager*		
Subtotals =		100
Total =	100	
**Units identified as permanent supportive housing.		

If, at any time, a project is unable to meet any of the funding award conditions outlined in this letter and in the enclosed Attachment, or as provided in the HTF Handbook, then the award may be reduced or withdrawn. Commerce also reserves the right to reduce the award if project costs are lower, or other funding sources are higher, than as projected in the application. You are responsible for informing your HTF Project Manager in advance of issues that may impact your ability to meet any of the above conditions.

If you have any questions, you can contact your HTF Project Manager, Bryce Anderson, at bryce.anderson@commerce.wa.gov or (360) 725-2826, or myself at (360) 725-4142 or diane.klontz@commerce.wa.gov.

Congratulations again on your award! We look forward to working with you on this important project.

Sincerely,

DocuSigned by:

 96DD7778CA2E4F3...

Diane Klontz, Assistant Director
 Community Services and Housing Division
 Washington State Department of Commerce

Attachment

cc: Bryce Anderson, HTF Project Manager, Department of Commerce
 Shawn Slape, Interim Resource Allocation & Lending Manager, Department of Commerce
 Sondra Nielsen, Project Contact, Downtown Emergency Service Center
 Jovan Ludovice, Development Consultant, Bellwether Housing
 Rose Minier, Washington Community Reinvestment Association (WCRA)



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE
1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • 360-725-4000
www.commerce.wa.gov

Attachment to the Award Letter: 2021 Housing Trust Fund Award Conditions

If your project cannot meet the following conditions, your award may be reduced or withdrawn.

Your project must adhere to the Housing Trust Fund (HTF) Handbook policies as applicable to its type. Additionally, Department of Commerce (Commerce) issued a Temporary Loan and Grant Policy for the HTF program, which may include applicable policy updates for your project.

You are responsible for informing your HTF Project Manager, in advance, of any issues that may impact your ability to meet any of the following conditions.

Your HTF Project Manager's evaluation of responses to the following criteria may result in a request for additional clarifying materials and/or steps to be taken prior to contract drafting, execution or release of funds.

Commerce reserves the right to reduce the award if project costs are lower, or other funding sources are higher, than what was projected in the application.

The typical term of an HTF award is 40 years for projects located outside of King County and 50 years for projects located in King County.

If your project's development budget includes Low Income Housing Tax Credits (LIHTCs), your award may be withdrawn if it fails to secure an investor for the credits.

PRIOR TO DRAFTING YOUR CONTRACT DOCUMENTS:

Following is a list of items needed by Commerce staff to begin drafting your contract. **Note that once you have submitted all required documentation, it can take up to eight (8) weeks to receive draft contract documents from Commerce.** For further information about the contract development process or any of the requirements, see the HTF Handbook. Your HTF Project Manager (HTF PM) must be notified immediately of any issues that could cause a delay to the start of the project, including the anticipated length of the delay and any actions being taken as a result.

1. **HTF POLICIES.** Please make sure to review the HTF Handbook and let your HTF PM know if you have any questions or need any clarifications prior to commencing the contract drafting process.
2. **PROJECT DATA SHEET.** Project details must be confirmed via a Project Data Sheet (PDS), which you will receive soon from your HTF PM. This document will be used to create a draft contract. Much of it will be pre-filled, based on the details of the project as proposed in your 2021 Application to the HTF.

If there are material differences to the current design of project from those proposed in your 2021 Application, you must notify your HTF PM at the earliest possible opportunity prior to the drafting of the contract. Such changes are subject to review and approval and could potentially result in amendment or withdrawal of the HTF award. Material changes include, but are not limited to, changes to target population, project location, number of units, total development cost, ownership entity, project schedule, or the loss of a major source of funds.

3. **2021 AWARD TERMS.** The 2021 HTF awards will be in the form of:
 - a. a recoverable grant for shelters, homeless youth, homeownership, and portfolio preservation projects. This means the funds will be a grant so long as the terms of the contract are met for the duration of the commitment period. If the contract's terms are unable to be met, the funds are recovered. Recoverable grants will also be offered when required by the budget appropriation/proviso or funding source (e.g., tax-exempt bonds can only be granted).
 - b. a loan with fully deferred payment terms, payable in full, including accrued 1% simple interest, at the end of the commitment period (40 or 50 years) unless otherwise negotiated at maturity, or upon change of use or sale (except when sold to the original project sponsor) for rental projects dedicating at least half of the units/beds to extremely low-income people (up to 30% AMI in urban areas or up to 50% AMI in rural areas), to homeless-at-entry people, or to permanent supportive housing.
 - c. a loan. HTF will utilize underwriting standards and analyze the project's pro-forma and financing structure to determine the appropriate loan payments for the project. In most cases, these loans will be made for 40- or 50-year terms, accrue 1-3% interest, and will include annual or quarterly payments. Projects utilizing tax credits may also receive payment deferral terms during the tax credit period, if the pro-forma demonstrates insufficient cash-flow to support the HTF payments.
4. **STATEWIDE VENDOR NUMBER.** The HTF recipient, as identified on the award letter, must have an active Statewide Vendor Number (SWV). Visit the Washington State Office of Financial Management (OFM) website for more information at: <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>.
5. **TITLE REPORT.** You must provide a copy of the project site's preliminary title report. The property information, including legal description, should match the information included in the relevant section of the completed PDS.
6. **UPDATED FINANCIALS & SCHEDULE.** You must submit an updated development budget, operating pro forma, and project schedule for review and approval by your HTF PM.

Refer to our website for more information: [Housing Trust Fund Handbook](#)

PRIOR TO EXECUTING THE CONTRACT:

1. **CAPITAL FINANCING.** All necessary capital financing to develop the project described in your 2021 HTF Application must be secured, with all funding conditions satisfied by December 31, 2022. Projects whose financing includes LIHTCs must receive confirmation of their allocation by June 30, 2022. Projects failing to receive confirmation of an allocation must propose to their HTF

PM an alternative viable funding strategy to meet the project deliverables, as awarded by Commerce, on or before July 15, 2022. Extensions of this deadline may be considered, but will only be granted based on delays to the confirmation of a project's allocation.

Failure to arrive at a viable structure acceptable to the HTF will result in a rescind of the HTF award. Any structure proposed must align with the timeline requirements laid out in the HTF Notice of Funding Availability (NOFA) solicitation through which the project received funds.

2. **OWNERSHIP STRUCTURE.** Projects whose ownership structure includes Limited Partnerships, Limited Liability Corporations, Limited Liability Limited Partnerships, or similar, must submit draft copies of the governing Partnership/Operating Agreement(s) and Priority and Subordination Agreements for review as soon as possible, and no later than thirty (30) days prior to the anticipated close date.

3. **POPULATION TARGET REQUIREMENTS.**

- a. *If your project plans to serve people with chronic mental illnesses*, provide the following two items if you have not already done so:
 - Evidence that your project is proceeding in coordination with the appropriate *Accountable Community of Health (ACH)/Fully Integrated Managed Care Region (FIMCR)*; and
 - Evidence of a commitment to provide, directly or through a formal partnership, necessary treatment and supportive services to the tenants and maintain the beds or housing units for at least a 40-year period (50 in King County).
- b. *If your project plans to serve people with developmental disabilities*, provide the following two items from the appropriate Regional Office of the Department of Social and Health Services (DSHS), Development Disability Administration (DDA). If the project includes multiple sites, the following documents must be submitted for each site:
 - Evidence of a formal DSHS/DDA referral agreement for the specific project and location.
- c. *For projects serving homeless individuals and households*, provide a letter from the local Continuum of Care Planning Group confirming the project's consistency with the Continuum of Care plan.

4. **EVERGREEN PROJECT PLAN.** An Evergreen Project Plan (EPP) in compliance with the applicable Version of the Evergreen Sustainable Development Standard (ESDS) must be submitted to and approved by your HTF PM, with all required attachments included.

Exceptions can be made to this requirement, and EPP approval delayed until after contract execution, ONLY if requests for such exceptions are submitted in writing to your HTF PM at least thirty (30) days prior to the anticipated close date. If an exception is granted, an approved EPP must still be in place before any actual construction work begins on the project.

5. **THIRD PARTY CONSTRUCTION REVIEW.** Third-party construction review must be undertaken. This includes:

- review and approval of the project plans and specifications,
- production of a constructability report, also known as a Project Evaluation Report (PER)* including resolution of any concerns noted, and
- establishment of an inspection schedule (refer to Chapter 4, Section 403.3 “Construction Review and Inspection” in the HTF Handbook).

Commerce currently contracts with Washington Community Reinvestment Association (WCRA) to provide third-party construction review services. You will be contacted directly by the third-party construction reviewer for additional specific documentation requirements.

**NOTE: Production of the PER depends on the workload capacity of the third-party construction reviewer. Commerce has no control over third-party construction reviewer timelines, but production of the PER generally requires 2-3 weeks after receiving all necessary documentation.*

6. **SITE CONTROL.** Demonstrate that the project site is under your legal control and is appropriately zoned for your project.
7. **PROJECT BUDGET AND SCHEDULE.** Provide an updated project budget and schedule for approval by your HTF PM reflective of the current status of project funding and timing. Both the budget and schedule submitted to your HTF PM must align with the most current versions submitted to other capital funders in the project.
8. **PRE-CONTRACT REIMBURSEMENT REQUESTS (if applicable).** Prior approval must be obtained from your HTF PM to use HTF funds to reimburse costs incurred prior to execution of the contract. See Chapter 2, Section 202.5.1 of the HTF Handbook for more detail on prior costs eligible for HTF reimbursement.

*NOTE: Requests for reimbursement of prior costs **must** be made in writing to your HTF PM at least **three (3) weeks** prior to contract execution, and must include an itemized list of expenses.*

9. **RETAINAGE EXCEPTION (if applicable).** Prior approval must be obtained from your HTF PM for an exception from HTF’s ten percent (10%) retainage requirement. Absent such approval, HTF will retain ten percent (10%) of the contracted amount until the construction phase of the project is completed.
10. **ENVIRONMENTAL REVIEW.** The project must provide evidence that the requirements of the State Environmental Policy Act (SEPA) have been met. An overview of the Washington State Environmental Policy Act can be found at:
<https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/Basic-overview>.

NOTE: If other project funding requires National Environmental Policy Act (NEPA) review, NEPA may be acceptable in lieu of the SEPA requirement. Details should be discussed with your HTF PM.

11. **PROOF OF LEGAL ORGANIZATION.** Provide proof of current organizational filings with the Washington Secretary of State and insurance certificates, as determined applicable by your HTF PM, for your organization and/or project.

- a. If the contracting entity is a “foreign corporation” to Washington State, that entity must be registered with the Washington Secretary of State and the filing must be active.
 - b. In projects using LIHTC, the for-profit ownership entity must be registered with the Washington Secretary of State and the filing must be active. **NOTE:** *For-profit entities cannot be direct funding recipients of HTF funds.*
12. **COMPLIANCE REQUIREMENT.** *The project award recipient must be in good standing with HTF Asset Management (e.g., outstanding compliance issues are being addressed, workouts are progressing toward resolution, contractually required loan payments are being made, etc.).*

PRIOR TO RELEASING FUNDS:

1. **REIMBURSEMENT REQUESTS TRAINING.** Obtain training on how to submit requests for reimbursement through our online system. Training tools and technical assistance can be found on the Commerce Contract Management System Portal at: <http://www.commerce.wa.gov/about-us/contract-management-system-portal/>.
2. **HISTORICAL, CULTURAL, AND TRIBAL REVIEW.** Demonstrate compliance with Executive Order 21-02, which establishes the requirements for historical, cultural, and tribal review processes, including any recommended survey work. Refer to Chapter 2, Section 201.7 of the HTF Handbook for more information. Note that, while as of this printing, the HTF Handbook refers to EO 05-05, compliance with the Historical, Cultural, and Tribal Review requirement is unchanged.
3. **HOMELESS HOUSING SERVICE MODEL.** For projects serving homeless individuals and households, your HTF PM may follow up with questions as we move through contracting to review alignment with the State’s updated homeless housing strategic plan (<https://www.commerce.wa.gov/serving-communities/homelessness/state-strategic-plan-annual-report-and-audits>).

GENERAL CONDITIONS:

1. **FEE RESTRICTIONS.** Not more than ten percent (10%) of Commerce’s award may be used for developer/project management fees, including Evergreen Sustainable Development Standard (ESDS) coordination.
 - If HTF funds are used to pay for developer/project management fees, ten percent (10%) of the funds allocated will be retained until project completion.
 - HTF funds may be reallocated from developer/project management fees to support other project costs, but may not be reallocated *to* developer/project management fees without written approval from your HTF PM.
2. **ACCESSIBILITY REQUIREMENTS.** All HTF-funded projects have an accessibility requirement for common areas and units. Multiple accessibility requirements and standards can apply to a project simultaneously. It is the HTF recipient’s responsibility to understand what requirements apply to their project and ensure the project is built to the correct standard(s) and with the correct accessible features and number of units. See Appendix A of the HTF Handbook.

3. **SEASONAL FARMWORKER WORKER LICENSING.** *All HTF-funded seasonal farmworker housing projects* must obtain a Temporary Worker Housing License and comply with all applicable state and federal regulations pertaining to the construction, licensing, and operation of temporary worker housing. Visit the Washington State Department of Health (DOH) Temporary Worker Housing website for more information at:
<https://www.doh.wa.gov/LicensesPermitsandCertificates/FacilitiesNewReneworUpdate/TemporaryWorkerHousing>.

Also, HTF policies require that 25% of the HTF-funded beds remain available for walk-in farmworkers.

4. **RELOCATION ASSISTANCE (if applicable).** Relocation assistance must be provided to tenants who are permanently or temporarily displaced. Relocation costs are not an eligible use of state HTF funds. Projects must follow the relocation requirements of the Washington State Department of Transportation (DOT) as well as any applicable federal requirements. Visit the DOT website for more information at: <http://www.wsdot.wa.gov/RealEstate/forms/Relocation/wsdot.htm>.
5. **PREVAILING WAGE.** Prevailing wage may need to be determined and appropriate wages may need to be paid. *The Department of Commerce cannot make such a determination – only the Washington Department of Labor and Industries (L&I) can do so.* It is recommended that L&I be consulted as early as feasible to determine the status of the project. Refer to the HTF Handbook for our prevailing wage policies and also visit the L&I Prevailing Wage website at <https://lni.wa.gov/licensing-permits/public-works-projects/prevailing-wage-policies>, or call (360) 902-5335, for more information.
6. **APPRENTICESHIP REQUIREMENT.** *For projects with construction costs of at least \$1,000,000,* apprentice training program requirements must be met. It is recommended you consult with the Washington State Department of Labor and Industries (L&I) to comply with these requirements. Visit the L&I Apprenticeship website for more information at: <https://lni.wa.gov/licensing-permits/apprenticeship/wsadc>.

May 10, 2022

Daniel Malone
Executive Director
Downtown Emergency Service Center (DESC)
503 3rd Ave S
Seattle, WA 98104

Dear Mr. Malone

I am pleased to inform you that the Office of Housing has approved the request for permanent funding for the DESC Woodland project, for conditional funding up to **\$10,666,891** for a loan for the development of your Project. This amount is subject to change based on final Project costs. If there are decreases in development costs or increases in other projected sources such as tax credit equity, OH and other public funders explicitly reserve the right to decrease the final subsidy award to the minimum level needed.

The projected sources of OH capital funding are 2016 Housing Levy and other local funds.

This letter will serve as an award of funds, subject to:

1. the conditions outlined below;
2. approval of the final Project development budget;
3. the 2016 Housing Levy Administrative and Financial Plan;
4. the NOFA (Notice of Funding Availability) dated July 2021;
5. project must successfully demonstrate service and operating sources prior to receiving OH funds;
6. the income and affordability levels in the attached Multi-Family Lending Term Sheet; and
7. additional OH requirements as requested prior to closing.

This letter does not cover all federal, state and local requirements, or all the terms that will be included in loan documents including legal rights and obligations.

Please read this letter carefully and return a signed copy of the Acknowledgement at the bottom to your OH Project Manager.

FUNDING CONDITIONS

The City's reservation of funds is based upon representations made in your NOFA application. Changes to those representations must be reported as specified in Section II: Reporting, and approved by OH in writing, at minimum, an updated affirmation is required by September 1, 2019. Unreported changes may result in a delay of closing and/or a loss of City funding. These requirements are designed to ensure productive communication between the Borrower and the City regarding Project status prior to closing. You are encouraged to visit <http://www.seattle.gov/housing/housing-developers/rental-housing-program> for further information on the City's funding process.

I. Timeline and Budget

A. Timeline

Disbursement of City loan funds is conditioned upon the Borrower meeting the development timeline below.

<u>Task</u>	<u>Completion Date</u>
• All other Project financing secured	6/30/2022
• First written report to OH due	30 days from date of letter
• Building permit issued	5/3/2022
• Construction started	6/1/2022
• Construction completed	8/1/2023

B. Development Budget Sources

<u>Residential Source</u>	<u>Amount</u>
City of Seattle Office of Housing	\$10,666,891
State of Washington	5,000,000
Sponsor Equity	1,700,000
LIHTC Equity	20,554,315
Total Residential	\$37,921,206

C. Operating and Services Budget

Total Annual Operating Expenses	\$1,305,028
Annual Per-unit Operating Expenses	\$13,050
Total Annual Service Expenses	\$1,337,460
Annual Per Unit Service Expenses	\$13,375
Annual Replacement Reserve deposit	\$350 per unit with 3.5% inflation factor
Operating Reserve requirement	\$671,122
Proposed Sources	Capitalized from development budget

II. Reporting Requirements

A. Budget Updates

Borrower shall submit the most current version of the development budget and operating pro forma to the Office of Housing at each of the following milestones. Each submission shall be clearly dated and provide a narrative explanation of changes.

1. Thirty days after Borrower's receipt of this letter.
2. At the time of any application to a potential Project funder for capital, equity, operating or rental assistance, and/or service funds.
3. Each time there is a proposed change to the development budget or operating budget of more than 1%.
4. Upon OH request.

B. Status Reports

Borrower shall submit an email status report when changes to the Project cause the proposal to differ from the NOFA application or previous Status Reports. Reports must explain any problems or needed modifications, and propose a plan for addressing them. Items in the status reports include the following:

- Status of architectural and engineering work including explanation of any pending or proposed modification to the design submitted in the NOFA application
- Status of Master Use Permit and Building Permit
- Status of relocation activities, if applicable
- Status of ongoing neighborhood notification activities and good neighbor activities
- Progress in meeting the Project Timeline
- Copies of all documents relevant to the amount and conditions of this award
- Status of environmental review, including copies of SEPA/NEPA determination of non-significance. City funding is contingent upon this determination
- The final Closing Schedule, when available
- The Tenant Rent-Up Plan, if applicable
- If the Project will use tax credits, a draft RFP which includes the OH Term Sheet soliciting investors as well as LOI's received from potential investors
- If the Project will use tax credits, all documents related to the limited partnership or limited liability corporation formed for the purpose of raising equity funds through the sale of federal low income housing tax credits, including a draft limited partnership or limited liability corporation agreement
- If the Project will use tax credits, a detailed syndication pro forma from the tax credit investor showing all financial sources and uses, shall include the schedule of tax benefits, tax credits and other deductions, as well as a schedule of equity pay-ins

C. Pre-Closing Report

Upon receipt of general contractor bids and not less than 10 days prior to closing, Borrower must submit the following to OH. At that time OH will make a determination of the final loan amount.

1. A summary of contractor bids noting the winner and an explanation of the selection
2. The final Project development budget
3. The most current operating pro forma
4. The unexecuted construction contract with all exhibits

D. Construction Schedule and Subcontractor Bid Summary

Upon closing, the developer shall submit the construction schedule showing the expected start dates of each trade and a summary of all completed subcontractor bids and selections.

III. Bidding and Contracting Requirements

Borrower shall submit proposed competitive selection processes, contract type and project delivery method as soon as possible and not less than 15 business days prior to commencing a solicitation process and receive OH approval prior to implementation.

A. General Contractor Selection

Borrower must competitively select the Project's general contractor, third party construction management services, and subcontractors. If your project is receiving federal funding Borrower shall comply with Section 3 hiring and contracting practices for both construction and non-construction activities. OH, at its discretion, may waive the requirement to competitively select the general contractor provided Borrower can provide sufficient information that a competitive construction price will be achieved with the selected contractor. If a selected general contractor is not able meet the approved construction budget OH may require a new bidding process prior to the OH loan closing.

B. Subcontractor Selection

Borrower must require the general contractor to solicit a minimum of three subcontractors for competitive bids/proposals for each subcontract over \$25,000. Subcontracts shall be awarded based on the lowest responsive and responsible bid.

C. Contracting Practices

Borrower must comply with the City's Fair Contracting Practices ordinance. Borrower and its general contractors shall be encouraged to take actions, consistent with the ordinance that would increase opportunities for women and minority business enterprises (WMBEs). A combined WMBE voluntary goal of 14% of the total construction and other contracted services contracts shall apply to this Project. Borrower shall report periodically on WMBE contracting outcomes. If project funding includes federal funds, Borrower shall comply with Section 3 hiring and contracting practices regarding economic opportunities for low-income persons (24 CFR 135).

D. Wages

Borrower shall require all general contractors and subcontractors to adhere to current OH policies. This policy requires contractors to pay, at a minimum, State Residential Prevailing Wages for all residential construction activities on the Project. Borrower and its contractors are required to follow the City of Seattle Office of Housing Residential Prevailing Wage Rate policy attached.

IV. Other Requirements

A. Community Relations Plan

Borrower shall finalize the draft Community Relations Plan as submitted with the NOFA application. Borrower shall implement the Plan throughout the development and operation of the Project. Borrower shall keep OH informed of the status of community relations, and, in particular, of any issues or concerns raised by neighbors or community organizations.

B. Evergreen Sustainable Development Standard

Borrower shall ensure that development meets the Evergreen Sustainable Development Standard.

C. Federal Requirements

If project funding includes federal funds, Borrower shall comply with all applicable federal laws and regulations including but not limited to: NEPA review requirements, federal Displacement, Relocation and Acquisition requirements, Davis Bacon prevailing wage requirements, and Section 3 compliance and reporting.

D. Term Sheet

Please review the attached Multi-Family Lending Term Sheet. OH requires that this term sheet be included in any solicitation for project financing including Requests for Proposals to LIHTC investors and private lenders. Borrower shall provide final drafts of LIHTC investor Letters of Interest (LOI's) prior to execution for OH review.

Your OH Project Manager during the development of the DESC Woodland Project is Tom Mack. If you have questions regarding any of the enclosed materials, please contact Tom at Thomas.mack@seattle.gov.

Sincerely,

Laurie Olson

Laurie Olson
Capital Investments Manager

Enc: Multi-Family Lending Term Sheet
OH Residential Prevailing Wage Policy

CC: Jovan Ludovice, Bellwether Housing

Acknowledgement of Funding Conditions

I, Daniel Malone, Executive Director of Downtown Emeergency Services Center (DESC), acknowledge that I have read and understand the above funding conditions.

ORIGINAL SIGNATURE OF AUTHORIZED OFFICIAL

Signature:

Title:

Name:

Date:

Organization:



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE
1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • 360-725-4000
www.commerce.wa.gov

August 23, 2022

RE: NOFA 23-46411 Permanent Supportive Housing (PSH) Operating, Maintenance, and Supportive Services (OMS) Award

Dear Paul Lambros,

The Department of Commerce is pleased to announce that your recent application for Permanent Supportive Housing (PSH) Operating, Maintenance, and Supportive Services (OMS) funding has been selected for award (conditionally approved). Plymouth Housing's housing project, Bolyston Housing (MAB) pending compliance with all of the pre-contractual requirements identified in the attached documents, is awarded \$1,116,903 in PSH OMS funding.

GRANT AWARD	AMOUNT
A. Operations & Maintenance (O&M)	\$592,904
B. Supportive Services	\$523,999
TOTAL GRANT AWARD	\$1,116,903

Within the next few weeks, you will be receiving information regarding contracting and details of the online reimbursement request process of your eligible expenses. Permanent Supportive Housing and Operating, Maintenance, and Supportive Services contract is with the Assistant Attorney General for approval and once approved, we will begin sending out contracts. Only eligible expenses incurred after July 1, 2022 will be reimbursed.

For your benefit, please read over the Attachment to the Award Letter, Attachment A, [Housing Trust Fund \(HTF\) Handbook](#) and, once received, the Online-A19 External User Manual.

We look forward to our partnership with you in helping vulnerable Washingtonians maintain safe and stable housing.

Thank you, and congratulations!

Deborah (Debbie) Ornellas

Commerce Specialist 5 Managing Supervisor
Apple Health & Homes and Permanent Supportive Housing
HTF O&M and PSH OMS Programs
1011 Plum Street - PO Box 42525 - Olympia, WA 98504
Eff. 3/17/2020 Telework Hours: 7:00am-4:00 pm M-F
Work Cell Phone (360) 763-2920 | deborah.ornellas@commerce.wa.gov



King County

Department of Community and Human Services

Leo Flor, Director
401 Fifth Avenue, Suite 400
Seattle, WA 98104
(206) 263-9100 Fax (206) 296-5260
TTY Relay 711

December 24, 2019

Paul Lambros, Executive Director
Plymouth Housing
2113 3rd Avenue
Seattle, WA 98121

RE: **2019 Housing Capital Funding Round - Madison/Boylston – 9% Building**

Dear Mr. Lambros, *Paul Happy New Year!*

I am pleased to inform you that the King County Department of Community and Human Services (DCHS) - Housing, Homelessness, and Community Development Division (HHCDD) has approved your request for affordable housing capital funding for the new construction of **Madison/Boylston – 9% Building** ("Project").

Congratulations! The Project is approved for a conditional award of capital funding from the HHCCDD Housing Finance Program (HFP) in the form of a loan of up to \$3,472,748 to construct 112 units of affordable housing. The HFP funds reserved for the Project are composed of the following Veterans, Seniors and Human Service Levy (VSHSL) and Regional Affordable Housing Program (RAHP) sources:

- 2019 VSHSL – Seniors \$2,284,999
- 2020 VSHSL – Seniors \$616,859
- 2018 VSHSL – Senior Veterans \$100,000
- 2020 RAHP – Seattle \$470,890

For units financed by this loan, the following affordability restrictions, population set-asides, and supportive services requirements shall apply:

Affordable Units, Population, and Services:

Affordable at:	Regulated Units					Mgr
	30%	50%	60%	80%	Total	
Studios	112				112	
1 Bedroom						3
Total	112				112	3

Population: All (112) Project units must be affordable to households earning at or below 30% AMI. Project units utilizing VSHSL – Seniors funds must serve individuals who are at least 55 years old, and their caregivers. Project units utilizing VSHSL – Senior Veterans funds must serve households with a member who has served as either an active duty or a reservist member of the U.S. military or National Guard AND is at least 55 years old.

Services: This Permanent Supportive Housing Project must be staffed 24 hours a day, 7 days a week. Supportive services include on-site access to case management, on-site nursing, connections to community medical, dental, legal, and social services. Access to the Housing Support Program, which provides services tailored to each resident's needs and goals. Leasing will utilize Coordinated Entry for All.

Operating Support, Rental Assistance, and Supportive Services Funding:

In addition to capital funds, a conditional award of Operating Support, Rental Assistance, and Supportive Services (ORS) funding will be available for the project up to a maximum of \$500,000 distributed over five years, with a maximum of \$100,000 per year. The final annual funding amount will be confirmed during contracting, along with the review and approval of the Project's management and marketing plans, once the project is nearing substantial completion. This maximum five-year award of \$500,000 may be increased to cover any gaps in operating or services funding needed to successfully run the PSH Project. All ORS funding is conditioned on your agency's leveraging of all other applicable available operating, rental, and supportive services subsidy sources, including the maximum draw down available from Foundational Community Supports (FCS). Ongoing funding for the full term of the ORS contract will be contingent on meeting contractual obligations, fund availability, and final approval by King County.

The funding awards detailed in this letter are subject to a number of conditions. The enclosed list, Attachment A, contains standard conditions, some or all of which may apply to the Project. In addition, the following are specific funding conditions that apply to the Project:

Project Funding Conditions	Milestone date
1. Provide updated development and operating budgets.	By <u>March 1, 2020</u>
2. Transit Oriented Development Agreement has been executed	By <u>June 1, 2020</u>
3. Project has all necessary financing committed to complete the project, including the commercial component, and the Bellwether portion of the combined project.	By <u>September 1, 2020</u>

HFP coordinates the review and allocation process with other public funders. In some cases this results in award amounts that differ from those shown in the application budgets. The public funders coordinate local allocation decisions to ensure that priority projects are fully funded. HFP and other public funders explicitly reserve the right to adjust final funding award amounts to the level needed.

Please do not incur any costs against HFP-supported activities until you have received written authorization to proceed from HFP staff. All capital funding necessary to complete the project must be secured by **September 1, 2020**, or the award may be subject to recapture by King County.

HFP looks forward to working with you on this important project to provide much needed housing and supportive services in King County. We are proud to be your partner in providing affordable housing in the community.

Please contact your HFP Project Manager, Tanya Jimenez, at tanya.jimenez@kingcounty.gov or Tina Ilvonen, Housing Finance Program Manager, at tilvonen@kingcounty.gov, with questions regarding your award.

Sincerely,



Mark Ellerbrook
Division Director, Housing, Homelessness, and Community Development

cc: Leo Flor, Department Director, DCHS
Jackie Moynahan, Assistant Division Director, HHCDD
Kristin Pula, Capital Programs Manager, HHCDD
Tim Parhman, Director of Real Estate, Plymouth Housing
Jacob Gelb, Housing Developer, Bellwether Housing



KCRHA

King County Regional Homelessness Authority

**CONTINUUM OF CARE SUPPLEMENTAL TO ADDRESS UNSHELTERED AND RURAL
HOMELESSNESS (SPECIAL NOFO)**

ATTACHMENT: Healthcare Leveraging Commitment



KCRHA

King County Regional Homelessness Authority

October 18, 2022

The Seattle-King County CoC is applying for permanent housing projects which include Permanent Supportive Housing (PSH) and Joint Component Transitional Housing to Rapid Rehousing.

Based on the three (3) applications submitted in the rating and ranking process for this application, the following healthcare leverage commitments are:

Subrecipient Agency Name	Housing Type (PH-PSH) or (TH-RRH)	Total Number of Households Served Annually	Annual Value of Assistance – Substance Abuse Treatment/Recovery	Annual Value of Assistance - Healthcare Organizations	Total Over 3 Years	% Of Leveraging Housing Commitment	Date Available for Healthcare Resources
Plymouth Housing – Blake House	PH-PSH	58	\$1,871,892 ¹	\$103,189	\$5,925,243	125%	2/1/2023
DESC – Woodland	PH-PSH	100	\$1,330,540 ²	\$187,000	\$4,552,620	55%	2024

Based on the number of new permanent supportive housing units that will be leveraged through this funding opportunity, the Seattle-King County CoC certifies that it will have more than 50% of its healthcare services needs leveraged through other resources outside of CoC and ESG funds.

¹ Based on calculations provided by Plymouth for costs per client:

VI. Value of Services

CRew services are licensed under the Washington State Division of Behavioral Health and Recovery and are provided under contract with King County BHRD Division. CRew is a Medicaid funded program. The value of mental health services is based on a uniform benefit level, or case rate, as determined by an assessment of the client's level of function. The 2021-2022 current case rates:

Low: \$2,402 per client per month

Medium: \$3,489 per client per month

High: \$10,289 per client per month

² Based on calculations provided by DESC for costs per client:

- A. Support, Advocacy, Growth and Employment (SAGE) is DESC's comprehensive outpatient behavioral health program, providing case management, psychiatrist and nursing services. SAGE services are licensed under the Washington State Division of Behavioral Health and Recovery and are provided under contract with King County BHRD Division. SAGE is a Medicaid funded program. The value of SAGE services is based on the level of care of the client.

Low tier: \$6.58 per client per day

Medium tier: \$9.56 per client per day

High tier: \$28.19 per client per day

- B. Homeless Outreach Stabilization and Transition (HOST) is an outreach and intensive case management program funded by City of Seattle HSD General Funds and Washington State BHSC. The value of HOST services is **\$458 per client per month**.

- C. The Substance Use Disorder (SUD) program is a Medicaid program which provides outpatient substance use disorder treatment for Medicaid-funded individuals. The value of SUD services is based on a fee-for-service model in combination with a substance use disorder assessment case rate of **\$360 per client per month**.

Working Agreement between CCS CReW and Plymouth Housing (Plymouth)

This Agreement and Memorandum of Understanding (“**MOU**”) is hereby executed between Plymouth Housing Group (“**Plymouth**”) and Catholic Community Services of Western Washington (“**CCS**”) regarding the provision of clinical services within the portfolio of Plymouth’s permanent supported housing programs.

Recitals:

1. Plymouth provides Permanent Supportive Housing (PSH) to individuals who have histories of chronic homelessness. There are case management services within the building as part of the PSH service delivery model.
2. Given that behavioral health interventions are seen as a major source of stability in keeping previously chronically homeless individuals stable in their housing, Plymouth is partnering with CCS, which is licensed to provide these services in King County, Washington.
3. CCS’ Counseling, Recovery & Wellness Program (CReW) recognizes that a percentage of individuals residing in PSH settings with histories of chronic homelessness and trauma are not always ready to engage in outpatient behavioral health treatment. In many situations with residents at PSH settings, engagement in treatment requires a long term approach to relationship building through assertive outreach. This outreach is not a covered service through CReW’s primary source of funding, Medicaid.
4. Presently, the Case Managers at Plymouth are not licensed to perform mental health or substance use therapies.
5. This MOU covers services at the following facilities and programs operated by Plymouth:
 - a. Almquist Place 501 Rainier Ave Seattle WA 98144
 - b. Pat Williams Apartments 219 Pontius Ave N. Seattle WA 98109
 - c. 12th & Spruce Apartments (opening June 2022)
 - d. Madison/Boylston Senior Housing (opening November 2022)
 - e. Additional projects to be determined by the parties

The parties hereby agree as follows:

Staffing and Supervision.

CReW will provide 1.0FTE of a Mental Health Professional (MHP)’s staffing which includes the direct client care, enrollment, and discharges, and all clinical documentation. Plymouth will provide 3-4 FTE Housing Case Management staffing to support tenants’ basic needs and adherence to lease requirements. The CReW Clinical Supervisor supervises the MHP’s overall schedule, direct client care, enrollment and discharges, and all clinical documentation. In order to ensure that the MHP is offering appropriate levels of support and coordinating effectively with Plymouth Case Managers around resident needs, it is expected that the Plymouth Site Director and the CReW Clinical Supervisor have a direct line of communication and collaboration. This communication, at a minimum, should include monthly collaborative meetings involving the MHP, Site Director and the CReW Clinical Supervisor.

Office Space.

- Plymouth will provide CReW with an appropriate office space to conduct confidential meetings with residents and clients, including providing keys to staff that need access to the space.
- CReW staff will maintain designated hours at the Plymouth buildings, and will ensure that both staff and residents know their availability.
- CReW staff will wear their Catholic Community Services badges when at the building so that they are clearly identified.
- CReW and Plymouth staff will maintain open and proactive communication about any change in schedules or access to offices.

Reimbursement/Financial.

- In order to facilitate the efforts needed to build up a caseload of clients with more sustainable Medicaid funding, Plymouth Housing will reimburse CReW for clinical staff that will be dedicated towards this partnership.
 - i. Plymouth will reimburse the cost of a 1.0FTE MHP staff salary and expenses, as well as some associated supervision, supplies, and overhead costs. See Attachment B: Budget for Scope of Work for details on anticipated costs.
 - ii. CReW will provide supporting documentation as needed for invoices, including General Ledger (GL) reports and details from accounting staff, payroll reports, receipts and other financial statements.
 - iii. As the number of Medicaid-enrolled clients increases, CReW will proportionately reduce the amount of funds requested for reimbursement from Plymouth per FTE. This will be based on the target caseload size for outpatient mental health clinicians.
 - 1. Assuming a standard caseload size is 50, then for every 5 Plymouth Housing residents enrolled in CREW mental health services, CReW will reduce reimbursement request by 0.1FTE on a monthly basis until the clinician's caseload reaches 40.
Example: in April, the assigned MHP has 6 Plymouth Housing residents enrolled in Medicaid MH treatment. CReW will request reimbursement for .9FTE for April.
 - 2. It is Plymouth's intention to provide on-going support for .2 FTE to maintain access and support for tenants who are not enrolled in CReW's Medicaid caseload. This .2 FTE time may be used in outreach to tenants resistant to behavioral health treatment or to support Plymouth's efforts to engage and support the behavioral health needs of tenants enrolled with other Behavioral Health entities.
 - iv. CReW will only request reimbursement for clinical staff that are dedicated towards spending time outreaching and engaging Plymouth Housing residents.
- CReW will ensure that there is dedicated clinical staff time to allow for outreach, engagement, crisis response and follow up for Plymouth residents who are not yet enrolled in Medicaid treatment. Medicaid enrollment will not be seen as a barrier to mental health support.

- In the event that CReW is not able to hire or maintain a 1.0FTE clinician dedicated for Plymouth Housing, CReW will make best efforts to provide some degree of on-site clinical services, leveraging existing staff. The number of hours per week and availability of clinicians may fluctuate from month-to-month. CReW leadership will communicate plans and changes in collaboration with Plymouth Housing.
- CCS and Plymouth Housing agree that we will monitor this relationship to determine ongoing need for service, and we may consider expanding services at Plymouth Housing if there is a high level of demand. CCS and Plymouth Housing may review or modify the terms of this agreement as circumstances warrant.
- Plymouth Housing does not charge rent to CReW for use of any Plymouth Housing office space.

Confidential Information.

Parties entering this MOU may have records or information subject to HIPAA or other confidentiality/privilege protections that prevent disclosure and require specific protections to be in place prior to receipt of the information. The parties entering this MOU assure that they will comply with all established law and regulations regarding maintaining and safeguarding patient records, confidentiality. See Confidentiality Section in Attachment A: Services workflow for additional information about communication between CReW and Plymouth Housing staff to coordinate care for building residents.

Termination.

This Memorandum may be terminated by mutual agreement, or if a Lease Agreement exists, under the terms of the lease. If there is no Lease Agreement, each party shall have the right to terminate but agrees to provide a minimum of 90 days' notice prior to termination; if possible, 180 days' notice would be preferred. Upon termination or substantial change to this Memorandum, clinical staff and program leadership will discuss any needed transitions in client care on a case-by-case basis, taking into consideration client preference and the appropriate level of service intensity needed.

Mutual Indemnification.

Each party (the "Indemnifying Party") shall at all times indemnify and hold harmless the other party and said other party's members, successors, assigns, shareholders, partners, directors, officers, agents, affiliates, subsidiaries, parent company, and employees (collectively, the "Indemnified Parties") from and against any and all liabilities, damages, penalties, settlements, judgments, orders, losses, costs, charges, attorneys' fees, and all other expenses and shall, further, defend the Indemnified Parties from any and all claims, actions, suits, prosecutions, and all other legal and/or equitable proceedings resulting from or relating to (whether directly or indirectly) any allegation (whether founded or unfounded and regardless of the nature or character thereof) regarding: (i) any negligent, willful, reckless, or wrongful act or omission of the Indemnifying Party, its employees, representatives, contractors or agents; (ii) any breach of, or inaccuracy in, any representation and/or warranty made by the Indemnifying Party herein including, without limitation, claims for personal injury, death or damage to property or other demands; (iii) any failure to perform by the Indemnifying Party, or any defect in said party's performance of, its obligations and duties pursuant to this MOU; or (iv) any alleged violation by the Indemnifying Party of any law, statute, regulation, or ordinance.

Each party agrees to have and maintain the policies set forth in Exhibit C entitled "INSURANCE REQUIREMENTS," which is attached hereto and incorporated herein. All policies, endorsements, certificates, and/or binders shall be subject to approval by the other party as to form and content. These requirements are subject to amendment or waiver only if so approved in writing by both parties. A lapse in any required insurance coverage during this MOU shall be a breach of this MOU.

Choice of Law.

This Agreement, and any dispute arising from the relationship between the parties to this Agreement, shall be governed by Washington State law, excluding any laws that direct the application of another jurisdiction's laws.

Attorney Fees Provision.

In any litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this MOU (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this MOU, the prevailing party shall be awarded its reasonable attorney fees, and costs and expenses incurred.

Notice.

Any notices required or permitted to be given hereunder shall be given in writing and shall be delivered (a) in person, (b) by certified mail, postage prepaid, return receipt requested, (c) by facsimile, or (d) by a commercial overnight courier that guarantees next day delivery and provides a receipt, and such notices shall be addressed as follows:

If to Plymouth Housing:

Name: Kimberly Arrington-White,

Chief Supportive Housing Officer

Email: karringtonwhite@plymouthhousing.org

Address: 2113 3rd Ave

Seattle, WA 98121

If to Catholic Community Services of Western Washington:

Name: Don Clayton

Clinical Director

Email: DonC@ccsww.org

Address: 100 23rd Ave S

Seattle, WA 98144

Or to such other address as either party may from time to time specify in writing to the other party. Any notice shall be effective only upon delivery, which for any notice given by facsimile shall mean notice which has been received by the party to whom it is sent as evidenced by confirmation slip.

Modification of Agreement.

This MOU may be supplemented, amended, or modified only by the mutual agreement of the parties. No supplement, amendment, or modification of this MOU shall be binding unless it is in writing and signed by all parties.

Entire Agreement.

This MOU and all other agreements, exhibits, and schedules referred to in this MOU constitute(s) the final, complete, and exclusive statement of the terms of the MOU between the parties pertaining to the subject matter of this MOU and supersedes all prior and contemporaneous understandings or agreements of the parties. This MOU may not be contradicted by evidence of any prior or contemporaneous statements or agreements. No party has been induced to enter into this MOU by, nor is any party relying on, any representation, understanding, agreement, commitment or warranty outside those expressly set forth in this MOU.

Severability of MOU.

If any term or provision of this MOU is determined to be illegal, unenforceable, or invalid in whole or in part for any reason, such illegal, unenforceable, or invalid provisions or part thereof shall be stricken from this MOU, and such provision shall not affect the legality, enforceability, or validity of the remainder of this Agreement. If any provision or part thereof of this MOU is stricken in accordance with the provisions of this section, then this stricken provision shall be replaced, to the extent possible, with a legal, enforceable, and valid provision that is as similar in tenor to the stricken provision as is legally possible.

Separate Writings and Exhibits.

Should any inconsistency exist or arise between a provision of this MOU and a provision of any exhibit, schedule, or other incorporated writing, the provision of this MOU shall prevail.

Time of the Essence.

Time is of the essence in respect to all provisions of this MOU that specify a time for performance; provided, however, that the foregoing shall not be construed to limit or deprive a party of the benefits of any grace or use period allowed in this MOU.

Ambiguities.

Any rule of construction to the effect that ambiguities are to be resolved against the drafting

party shall not apply in interpreting this MOU. The language in this MOU shall be interpreted as to its fair meaning and not strictly for or against any party.

Waiver.

No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this MOU shall be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

Headings.

The headings in this MOU are included for convenience only and shall neither affect the construction or interpretation of any provision in this MOU nor affect any of the rights or obligations of the parties to this MOU.

Necessary Acts, Further Assurances.

The parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this MOU.

Execution. This MOU may be executed in counterparts and by fax.

Consent to Jurisdiction and Forum Selection.

The parties hereto agree that all actions or proceedings arising in connection with this MOU shall be tried and litigated exclusively in the State and Federal courts located in the County of King, State of Washington.

Representation on Authority of Parties/Signatories.

Each person signing this MOU represents and warrants that they are duly authorized and has legal capacity to execute and deliver this MOU. Each party represents and warrants to the other that the execution and delivery of the MOU and the performance of such party's obligations hereunder have been duly authorized and that the MOU is a valid and legal agreement binding on such party and enforceable in accordance with its terms.

Force Majeure.

No party shall be liable for any failure to perform its obligations in connection with any action described in this MOU, if such failure results from any act of God, riot, war, civil unrest, flood, earthquake, or other cause beyond such party's reasonable control (including any mechanical, electronic, or communications failure, but excluding failure caused by a party's financial condition or negligence).


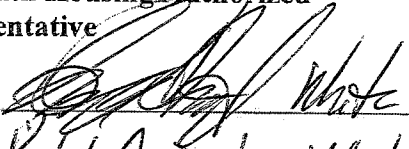
Assignment.

Neither party shall voluntarily or by operation of law assign, hypothecate, give, transfer, mortgage, sublet, license, or otherwise transfer or encumber all or part of its rights, duties, or other interests in this MOU or the proceeds thereof (collectively, "Assignment"), without the other party's prior written consent. Any attempt to make an Assignment in violation of this provision shall be a material default under this MOU and any Assignment in violation of this provision shall be null and void.

Arbitration.

Any controversy, claim or dispute arising out of or relating to this MOU, shall be settled by arbitration in King County, Washington. Such arbitration shall be conducted in accordance with the then prevailing commercial arbitration rules in lieu of any action at law or equity; [provided however, that nothing in this subsection shall be construed as precluding the bringing an action for injunctive relief or other equitable relief]. The arbitrator shall not have the right to award punitive damages or speculative damages to either party and shall not have the power to amend this MOU. The arbitrator shall be required to follow applicable law.

Dated as of the date first written above:

Catholic Community Services CReW Program Authorized Representative:	Plymouth Housing Authorized Representative
Signed: <u></u>	Signed: <u></u>
Name: <u>Bill Halloran</u>	Name: <u>Kimberly Arrington White</u>
Title: <u>Vice-President</u>	Title: <u>Chief Supportive Housing Officer</u>
Date: <u>1/1/22</u>	Date: <u>1/1/2022</u>

Attachment A: Services Workflow CReW and Plymouth Housing

Goal: Plymouth Housing and CReW Programs will maintain a referral and treatment/support relationship to connect under-served clients to mental health and/or substance use services.

Screening and referral

- Plymouth staff or on-site CMs will screen for signs of mental health conditions or substance use that could warrant treatment. No formal screening tool is necessary.
- Plymouth staff/CMs can notify either the on-site CREW Clinician with a name and date of birth for any individual they want to refer, or they can complete a CREW Referral Form online with relevant or required information including client full name and date of birth.
- All referrals are screened for Medicaid eligibility or existing behavioral health enrollment in the community.
- The intention is to enroll all referred residents who are eligible and interested into Outpatient Mental Health and/or Substance Use treatment; however, CReW staff will provide assertive outreach to residents identified by Plymouth as needing behavioral health intervention. See Outreach & Engagement section for more details.
 - At time of screening, if an individual is already enrolled with another outpatient agency, CREW Clinician will relay that to Plymouth staff. Both parties will determine if it is appropriate to discuss the option with client to change their tiered services to CREW and will agree on a plan to follow up with the resident.
 - If the individual is enrolled with another agency and a transfer of services is determined to be inappropriate or undesirable (i.e. in the case that the other behavioral health agency is the payee, or client has very long term relationship with their counselor), then CReW will encourage Plymouth case management staff to coordinate care as needed with the existing provider.
 - CReW will share the agency name and contact number for the existing behavioral health providers to PHG, if it is not already known, so that care can be coordinated as needed with existing provider.
- If a client does not have active Medicaid coverage, CReW staff will let Plymouth staff know.
 - Whenever possible for clients who may be eligible for Medicaid, Plymouth staff will offer residents assistance with completing an application for Medicaid benefits.
 - If the resident is not eligible for Medicaid for any reason (i.e. immigration status), then CREW supervisors will determine if King County non-Medicaid (MIDD) funds are available to enroll the individual in services.
 - If there are no non-Medicaid funds available, CReW staff will work with provide mental health treatment as part of the Plymouth funded portion of the clinician's time or until an alternative option for ongoing behavioral health services is secured.
- Within two weeks from referral date, CReW staff will reach out directly to residents who were referred to introduce CReW services and encourage enrollment in treatment. CReW staff will keep Plymouth referring staff informed on the outcomes of these conversations

(i.e. resident declined services, resident agreed to an intake assessment but did not show, resident completed intake assessment, etc).

- When CReW is unable to engage an individual, Plymouth staff will offer CReW assistance with outreach as needed and where appropriate, including inviting CReW to attend joint meetings with resident and Plymouth staff or planning other activities at the building that promote increased familiarity with CReW staff.

Crises

- Where there is an urgent need for services (i.e. client is screaming in apartment, threatening suicide or self-harm, and/or highly intoxicated needing medical assistance) during time that CReW clinician is present in the building, Plymouth staff can ask for immediate back-up crisis response and support from CReW clinician on site.
- CReW clinical staff will respond and assist as available to support any resident in an imminent crisis while on site, whether or not that resident is enrolled in services. Because the CReW clinician will be on site to meet with residents for some appointments and scheduled interviews some days during the week, CReW staff should not be considered the primary or first responder to a crisis situation or all events requiring de-escalation.
- In the event of a crisis or urgent situation (i.e. client is suicidal, client is presenting with increasingly aggressive or threatening behavior) for a resident who is enrolled in MH or SUD services on a day when the CReW clinician is not on site, Plymouth staff will call the assigned primary counselor for support and response. If the assigned counselor is not available, Plymouth staff can call the counselor's supervisor, or call the CReW main line. CReW staff will make reasonable efforts to visit the building or contact the client to assess for safety risks, and coordinate a referral to the Designated Crisis Responders (DCRs) for an involuntary hospitalization as warranted.
- Plymouth staff will always call 911 in any imminent crisis that poses a health or safety risk in which CReW staff are not available.
- For after-hours crises (5pm to 9am), Plymouth staff can also call the King County Crisis Connections line for behavioral health supports

Outreach and Engagement

- CReW recognizes that many residents in PSH will not be immediately interested in enrollment in Mental Health or Substance Use treatment. In situations when a resident has been referred to CReW but has not expressed an interest in enrollment, CReW will discuss a plan for ongoing outreach and engagement with Plymouth staff.

Intakes

- CReW staff will let referring case manager know when an intake is scheduled with a resident. Plymouth staff help coordinate by encouraging the individual to attend. This may include facilitating a phone call if the intake assessment is completed over the phone through CReW's Open Access schedule by the Intake Specialist at the main CReW office.
- With the individual's consent, Plymouth staff can participate in the intake, by being physically present or providing supporting information about the strengths and needs of the individual.

- CReW will work with the individual to get a signed Authorization to Disclose Protected Health Care Information (aka, Release of Information or ROI) so Plymouth and CReW staff can coordinate care in support of the individual.
- Both CReW and Plymouth staff should communicate to residents the benefit of teamwork in supporting success to the individuals served.

Confidentiality and Care Coordination

- Without a signed ROI, CReW staff will not be able to disclose information to Plymouth staff about a client's health care or treatment. For purposes of safety when on site and coordinating care with regards to an individual's health and wellness, CReW staff are able to confirm enrollment.
- Even with a signed ROI, CReW staff will follow HIPAA regulations and share only need-to-know information to Plymouth staff, with regards to client's rights of confidentiality in a therapeutic relationship.
- The CReW Clinical treatment plan should outline that there will be routine communication between CReW and Plymouth staff.
- The treatment plan should reflect the goals of the individual as they relate to remaining successfully housed at Plymouth, when appropriate.
- When clients stop showing up to CReW appointments, staff will ask Plymouth/CMs for assistance with re-engagement. Both parties will discuss if termination from services or referral to another provider is appropriate.
- CReW Clinician will attend Plymouth staff meetings as invited to discuss shared clients and any safety concerns.
- If a CReW client receives a notice of termination from the program, Plymouth staff will inform CReW counselor about this in advance so that CReW can plan for ongoing support to the client.

Transitions

- When a resident chooses to terminate services, CReW staff will let Plymouth/CMs know this (assuming ROI is signed). A "care conference" including leadership should be considered to discuss reasons why client is terminating and if another solution is appropriate. If client is transferring to another agency, client is encouraged to relay this information to Plymouth/CM for ongoing coordination
- When a client moves out of the Plymouth, they can continue to receive CReW services so long as they have completed a CREW intake for Medicaid-covered services. CReW staff will discuss with Plymouth staff if it is appropriate for that resident to continue meetings with CReW at the building, or if services need to be relocated to another CReW office.

Attachment B: Budget for Scope of Work

EXPENSES

Salaries Benefits & taxes (1.0 FTE
Clinician)

**Total Staffing for MHP 1.0 FTE and
Supervisor .10 FTE** **\$90,539.31**

Admin

Data Base Maintenance	\$4,200.00
Agency Admin Costs - Indirect	\$3,912.89
Agency Admin Costs - Acctg	\$2,235.93
Technology Indirect	\$2,300.00

Total Admin **\$12,648.82**

Total Program Expenses **\$103,188.13**

Attachment C: Insurance Requirements

Each party shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by each party its members, agents, representatives, employees or subcontractors.

MINIMUM SCOPE OF INSURANCE Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, covering hired, (Code 8) and non-owned autos (Code 9), with limit no less than \$1,000,000 per accident for bodily injury and property damage.
3. Workers' Compensation: Each party shall also maintain Worker's Compensation Insurance in the amount and type required by Washington State law, with Statutory Limits and Employer's Liability Insurance with limits of no less than \$1,000,000 per accident for bodily injury and disease.
4. Professional Liability (Errors and Omissions): Insurance appropriate to each party's employees' professions, with limit no less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate. If a party maintains broader coverage and/or higher limits than the minimums shown above, the other party requires and shall be entitled to the broader coverage and/or higher limits maintained by the insured party.

The insurance policies are to contain, or be endorsed to contain, such provisions as required by the parties to this Agreement which may include the following provisions:

Additional Insured Status

The Entity, its members, officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations.

General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).

Primary Coverage For any claims related to this contract, each party's insurance or self-insurance program will not be called upon to contribute to a loss that should otherwise be paid by

the other party's insurer. Each party's insurance coverage shall be primary insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the other party or its member and/or officers,

INTEGRATED INSURANCE & FINANCIAL SERVICES

Insurance Requirements in Contracts Edition: April 2016 Version 9 21 officials, employees, and volunteers. Any insurance or self-insurance maintained by a party, its member, officers, officials, employees, or volunteers shall be excess of the responsible party's insurance and shall not contribute with it.

Notice of Cancellation

Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the other party of at least forty-five (45) days.

Waiver of Subrogation

Each party hereby grants the other if required a waiver of any right to subrogation which any insurer of said party may acquire against the party by virtue of the payment of any loss under such insurance. Each party or agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the Entity has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions

Self-insured retentions must be declared to and approved by the other party. Each party may require the other to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the other party.

Claims Made Policies

If any of the required policies provide claims-made coverage: 1. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work. 2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. 3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the party must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work.

Verification of Coverage

Each party shall furnish the other party with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the other party before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the party's obligation to provide them. Each party reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Special Risks or Circumstances

Each party reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances

Services Agreement
between
Plymouth Housing
and
CCS- CReW Behavioral Health Program
for
HUD CoC Program-Madison Boylston Senior Housing

I. Purpose

Catholic Community Services (CCS) Counseling, Recovery and Wellness (CReW) behavioral health program agrees to provide services to the residents of the **Madison Boylston Senior Housing** project funding through the Department of HUD CoC Program. **Madison Boylston Senior Housing** is a permanent supportive housing project serving individuals ages 55 and over. All residents are disabled by substance use disorders, behavioral health conditions or other conditions and all meet HUD's definition of chronically homeless. CoC funds support 59 of the 112 residential units in the project.

II. Background

Madison Boylston Senior Housing is designed to serve chronically homeless adults aged 55 and older with a wide variety of needs, including behavioral health conditions, substance use disorders, chronic health conditions, among other needs. Plymouth Housing specializes in providing affordable housing to individuals in need. This project is Plymouth Housing's thirteenth PSH project and it's second senior project. At each housing project, Plymouth Housing provides on-site Housing Case Management; but Plymouth is not licensed to provide the clinical services, such as the outpatient behavioral health or substance use disorder services, that many residents need to maintain their housing stability. Given that these services are a major source of stability in keeping previously chronically homeless individuals stably housed, Plymouth Housing is partnering with CCS's CReW behavioral health program, which is licensed to provide these services.

III. Services

CCS-CReW agrees to provide comprehensive outpatient behavioral health services to residents of the Madison Boylston Senior Housing. These services include behavioral health case management, substance use disorder treatment, psychiatrist and nursing services. These services are available unconditionally to all participants who want them and are eligible to receive them.

IV. Implementation and Roles

Outreach, Referral and Enrollment

CReW staff will provide assertive outreach to residents identified by Plymouth as needing behavioral health intervention. CReW will assign appropriate clinical staff to the project who

will maintain designated hours on-site and ensure that both staff and residents know of their availability. CReW will have access to Plymouth's AGENCY database to read communication logs and basic information about the residents.

Plymouth staff and other health providers will screen for signs of mental health conditions or substance use that could warrant treatment and document this behavior in AGENCY, the project's communication log and case management software. To make a referral for CReW services Plymouth staff may request services directly from the on-site CREW Clinician or they can complete a CReW Referral Form online with relevant or required information.

Within two weeks from referral date, CReW staff will reach out directly to residents who were referred to introduce CReW services and encourage enrollment in treatment. CReW staff will keep Plymouth referring staff informed on the outcomes of these conversations (i.e. resident declined services, resident agreed to an intake assessment but did not show, resident completed intake assessment, etc).

When CReW is unable to engage an individual, Plymouth staff will offer CReW assistance with outreach as needed and where appropriate, including inviting CReW to attend joint meetings with resident and Plymouth staff or planning other activities at the building that promote increased familiarity with CReW staff.

Ongoing Coordination of Services

Resident Stability is best supported with consistent coordination amongst their care providers. Therefore, Plymouth staff will endeavor to record all significant interactions in the AGENCY log. CReW clinicians will regularly read the AGENCY logs, incident reports and other alerts and follow up for more information as necessary.

Plymouth's Housing Case Managers will encourage residents to recognize mental health and substance use issues as important aspects of housing stability and encourage them to include goals from their behavioral health plan into their Housing Stability Plan. CReW clinicians will encourage participants to sign a release of information with the Plymouth Housing Case Manager and/or other on-site health providers to better coordinate care.

Plymouth's Housing Case Managers, Resident Services Manager, CReW clinicians and NeighborCare primary care teams will meet regularly to discuss building issues, promote safety, identify gaps in care and coordinate services.

Crisis Response

CReW clinical staff will respond and assist as available to support any resident in an imminent crisis while on site, whether or not that resident is enrolled in services.

Crisis or urgent situations involving CReW participant should first be referred to the participants primary CReW staff member. If the assigned counselor is not available, Plymouth staff can call the counselor's supervisor, or call the CReW main line for assistance. CReW staff will make reasonable efforts to visit the building or contact the client to assess for safety risks, and coordinate a referral to the Designated Crisis Responders (DCRs) for an involuntary hospitalization as warranted. For after hours response Plymouth staff will contact the King County Connections line for immediate behavioral health supports or 911 if the crisis poses a imminent health or safety risk.

Confidential Information

Parties entering this agreement may have records or information subject to HIPAA or other confidentiality/privilege protections that prevent disclosure and require specific protections to be in place prior to receipt of the information. The parties entering this agreement assure that they will comply with all established law and regulations regarding maintaining and safeguarding patient records, confidentiality.

V. Term of the Agreement

This agreement shall be in effect from the opening of the project, expected August 1, 2022 through July 31, 2024 and may be extended by mutual agreement.

VI. Value of Services

CRew services are licensed under the Washington State Division of Behavioral Health and Recovery and are provided under contract with King County BHRD Division. CRew is a Medicaid funded program. The value of mental health services is based on a uniform benefit level, or case rate, as determined by an assessment of the client's level of function. The 2021-2022 current case rates:

- Low: \$2,402 per client per month
- Medium: \$3,489 per client per month
- High: \$10,289 per client per month

The total value of services provided by CCS-CReW Behavioral Health will exceed \$200,000 per year.

VII. Reporting and Documentation Requirements

CCS-CReW will document the level of services provided to the residents of Madison Boylston Senior Housing, including the number of residents enrolled in services and the value of the services. Reports will be delivered to Plymouth's Contracts Manager on a quarterly basis and be submitted to the Continuum of Care for documentation of Services Match.

CCS-CReW Behavioral Health and Plymouth Housing agree to monitor the relationship outlined in this agreement to determine ongoing need for services and may consider expanding services at each Plymouth Housing project.

CCS-CReW Behavioral Health



Bill Hallerman
CCS King County Agency Director

Plymouth Housing



MJ Kiser
Director of Social Services Initiatives




HOUSING AND HEALTH
TO END HOMELESSNESS

515 Third Avenue
Seattle, WA 98104
phone: 206.464.1570
fax: 206.624.4196
desc.org

October 14, 2022

Downtown Emergency Service Center (DESC) commits to utilizing available partnerships to match CoC funding for the Woodland project, in addition to In-Kind Match from internal clinical service provision and cash match from tenant rent and any available private fundraising. DESC has ongoing partnerships with healthcare organizations such as Harborview Medical Center (HMC) and Neighborcare Health (NCH) for multiple other active PSH projects similar in scale and scope to the Woodland building, and plans to leverage these partnerships for Woodland. The most recent partnership with HMC for the project most similar to Woodland suggests an estimated value of \$187,000 in match funding. All contributions will be available from one year from the contract's opening, currently projected for 2024.


[Daniel Malone \(Oct 14, 2022 10:37 PDT\)](#)

Daniel Malone, Executive Director









Woodland Commitment Letter Draft

Final Audit Report

2022-10-14

Created:	2022-10-14
By:	Regan Farnsworth (rfarnsworth@desc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAvMxnj3rSharUkjg_EYyhjsp2g2NjX3BM

"Woodland Commitment Letter Draft" History

-  Document created by Regan Farnsworth (rfarnsworth@desc.org)
2022-10-14 - 3:35:36 PM GMT
-  Document emailed to dmalone@desc.org for signature
2022-10-14 - 3:43:43 PM GMT
-  Email viewed by dmalone@desc.org
2022-10-14 - 5:36:24 PM GMT
-  Signer dmalone@desc.org entered name at signing as Daniel Malone
2022-10-14 - 5:37:31 PM GMT
-  Document e-signed by Daniel Malone (dmalone@desc.org)
Signature Date: 2022-10-14 - 5:37:33 PM GMT - Time Source: server
-  Agreement completed.
2022-10-14 - 5:37:33 PM GMT



HOUSING AND HEALTH
TO END HOMELESSNESS

515 Third Avenue
Seattle, WA 98104
phone: 206.464.1570
fax: 206.624.4196
desc.org

Memorandum of Understanding
Between
Downtown Emergency Service Center (DESC) Housing Programs
And
Downtown Emergency Service Center (DESC) Clinical Programs
For
HUD CoC Program—DESC Woodland

I. Purpose

The purpose of this Memorandum of Understanding (MOU) is to outline the understanding between the DESC Clinical Program and the DESC Housing Programs for the provision of in-kind match for the **DESC Woodland** project funding through the Department of HUD CoC Program. **DESC Woodland** is a single-site permanent supportive housing project encompassing **100** units. The project is located in the City of Seattle and prioritize those with the longest histories of homelessness and highest service needs. All residents are disabled by substance use disorders, behavioral health conditions and other conditions and all meet HUD's definition of chronically homeless.

II. Background

This project is designed to serve chronically homeless adults with a wide variety of needs, including behavioral health conditions, substance use disorders, chronic health conditions, among other needs. DESC specializes in providing affordable housing to individuals in need. At each housing project, DESC provides on-site Housing Case Management, but the Housing Program side is not licensed to provide clinical services such as outpatient behavioral health or substance use disorder services that many residents need to maintain their housing stability. Given that these services are a major source of stability in keeping previously chronically homeless individuals stably housed, DESC Housing Programs is partnering with DESC Clinical Programs, who is licensed to provide these services.

The Memorandum of Understanding outlines the partnership between DESC Housing Programs and DESC Clinical Programs in the provision of clinical services at the DESC housing projects.

III. Term of the Agreement

This MOU shall be in effect through the first year of building operations, which is currently projected to be from **July 1st, 2023, through June 30th, 2024.**



IV. Match

DESC Clinical Programs agrees to provide SAGE behavioral health case management, HOST behavioral health case management and Substance Use Disorder (SUD) services to residents in the identified DESC housing projects. These services are available unconditionally to all participants who want them and are eligible to receive them.

The total amount available from the DESC Clinical Program from all sources will be **\$244,188**. The sources and value of the in-kind match are described below:

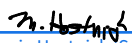
1. Support, Advocacy, Growth and Employment (SAGE) is DESC's comprehensive outpatient behavioral health program, providing case management, psychiatrist and nursing services. SAGE services are licensed under the Washington State Division of Behavioral Health and Recovery and are provided under contract with King County BHRD Division. SAGE is a Medicaid funded program. The value of SAGE services is based on the level of care of the client.
 - Low tier: \$6.58 per client per day
 - Medium tier: \$9.56 per client per day
 - High tier: \$28.19 per client per day
2. Homeless Outreach Stabilization and Transition (HOST) is an outreach and intensive case management program funded by City of Seattle HSD General Funds and Washington State BHSC. The value of HOST services is \$458 per client per month.
3. The Substance Use Disorder (SUD) program is a Medicaid program which provides outpatient substance use disorder treatment for Medicaid-funded individuals. The value of SUD services is based on a fee-for-service model in combination with a substance use disorder assessment case rate of \$360 per client.

V. Reporting and Documentation Requirements

DESC Clinical Services will capture information at the client level in DESC's internal database (CHASERS) upon enrollment in the above-named clinical program as the resource is made available to the tenant, as well as document eligible in-kind match on a per client, per clinical program source in CHASERS. After reviewing the match information from CHASERS, DESC Housing Programs will submit the documentation quarterly to the City of Seattle Human Services for documentation of its in-kind match. DESC Housing Programs will ensure timely and accurate submission of grant matching reports.

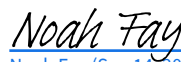
DESC Clinical Programs and DESC Housing Programs agree to monitor the relationship outlined in this MOU to determine ongoing need for services and may consider expanding services at each DESC housing project if there is a high level of demand.

Downtown Emergency Service Center Clinical Services


Maggie Hostnick (Sep 15, 2022 09:08 PDT) Sep 15, 2022
(Signature and date)

Maggie Hostnick
Director of Clinical Services
DESC

Downtown Emergency Service Center Housing Services


Noah Fay (Sep 14, 2022 12:30 PDT) Sep 14, 2022
(Signature and date)

Noah Fay
Director of Housing
DESC











FY2022 DESC MOU Woodland

Final Audit Report

2022-09-15

Created:	2022-09-09
By:	Dora Quach (dquach@desc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAgyQWhGZ1frREBz5-jikOHqn_QDRMksPR

"FY2022 DESC MOU Woodland" History

-  Document created by Dora Quach (dquach@desc.org)
2022-09-09 - 6:23:27 PM GMT- IP address: 64.22.154.150
-  Document emailed to nfay@desc.org for signature
2022-09-09 - 6:24:07 PM GMT
-  Email viewed by nfay@desc.org
2022-09-09 - 8:56:56 PM GMT- IP address: 104.47.56.126
-  Email viewed by nfay@desc.org
2022-09-14 - 7:29:46 PM GMT- IP address: 104.47.51.126
-  Signer nfay@desc.org entered name at signing as Noah Fay
2022-09-14 - 7:30:14 PM GMT- IP address: 64.22.154.150
-  Document e-signed by Noah Fay (nfay@desc.org)
Signature Date: 2022-09-14 - 7:30:15 PM GMT - Time Source: server- IP address: 64.22.154.150
-  Document emailed to Maggie Hostnick (mhostnick@desc.org) for signature
2022-09-14 - 7:30:18 PM GMT
-  Email viewed by Maggie Hostnick (mhostnick@desc.org)
2022-09-15 - 4:05:57 PM GMT- IP address: 104.47.51.126
-  Document e-signed by Maggie Hostnick (mhostnick@desc.org)
Signature Date: 2022-09-15 - 4:08:06 PM GMT - Time Source: server- IP address: 172.56.104.241
-  Agreement completed.
2022-09-15 - 4:08:06 PM GMT





KCRHA
King County Regional Homelessness Authority

**CONTINUUM OF CARE SUPPLEMENTAL TO ADDRESS UNSHELTERED AND
RURAL HOMELESSNESS (SPECIAL NOFO)**

ATTACHMENT: Lived Experience Support Letter



1200 12th Ave S #1200, Seattle, WA 98144

October 14, 2022

RE: FY2022 CONTINUUM OF CARE SUPPLEMENTAL TO ADDRESS UNSHELTERED AND RURAL HOMELESSNESS (SPECIAL NOFO)

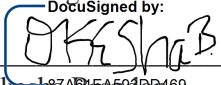
To Whom It May Concern:

The Washington State Lived Experience Coalition supports the King County Regional Homelessness Authority (KCRHA) collaborative lead applicant for the Special Notification of Funding Opportunity application for \$14.7 million for the 4 programs listed by the King County Regional Homeless Authority.

The Washington State Lived Experience Coalition members engaged in all areas of the development of the Special Notification of Funding Opportunity from application language, rating and reviewing, bringing those with Lived Experience voice to the decision-making table with our partners at the King County Regional Homeless Authority.

Sincerely,

Washington State Lived Experience Coalition

DocuSigned by:

Okesha Brandon

Chair

Lived Experience Coalition

(206) 859-7884

okesha.2010@gmail.com



KCRHA

King County Regional Homelessness Authority

**CONTINUUM OF CARE SUPPLEMENTAL TO ADDRESS UNSHELTERED AND RURAL
HOMELESSNESS (SPECIAL NOFO)**

ATTACHMENT: CoC Plan

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

The strategy for addressing unsheltered homelessness for individuals and families with severe service needs in King County rests on the principle that the goal of the Seattle/King County Continuum of Care (CoC) for all people experiencing homelessness is permanent housing. We use a Housing First approach to meet the needs of all people experiencing homelessness in King County, recognizing that housing with appropriate supports is the only durable solution to homelessness. With a high cost, low vacancy housing market, King County lacks sufficient deeply affordable housing alternatives to rehouse extremely low-income households who experience housing instability and homelessness rapidly, or sufficient emergency shelter alternatives to immediately intervene with a bed or unit for all who request it. One consequence is that King County holds one of the largest concentrations of people experiencing unsheltered homelessness in the United States. The regional strategy to address the needs of unsheltered people in the continuum is to deploy a suite of field-based and site-specific service interventions that meet people where they are and provide connectivity to the full range of housing and service resources available to the continuum.

The CoC strategy is further anchored in ensuring those living unsheltered have a voice and say in how we work to reduce unsheltered homelessness. Centering our strategy in the real experiences and desires expressed by those we are aiming to support is paramount to our success. Without truly getting to know each individual who is unsheltered, the CoC will fall short in actually meeting the needs and wants in our community. We strive to center the voices and expertise of those who are unsheltered in our work and strategies to increase access and options for housing solutions.

P-1. Leveraging Housing Resources

KCHRA, as the lead agency for Seattle/King County's CoC, works to increase the number of permanent housing units by working with the two largest Public Housing Authorities in WA-500 - King County Housing Authority (KCHA) and Seattle Housing Authority (SHA). Both KCHA and SHA are Moving to Work Housing Authorities. Each PHA has a Homeless Preference for both Public Housing and Housing Choice Vouchers and has for some years. Our CoC closely partners with both PHAs to ensure vouchers are prioritized for households experiencing homelessness and works to increase the dedicated number year after year. Both KCHA and SHA are actively involved in the CoC participating in workgroups, planning, and strategy. PHAs effectively partnered with the CoC Lead in an extremely successful Emergency Housing Voucher (EHV) program, including leasing in other PHA owned housing. This close partnership led to an above national average lease up rate for the EHV program.

KCHA and SHA programs address the varied and diverse needs of CoC's most vulnerable homeless populations – those experiencing chronic mental illness; exiting the criminal justice system; homeless young adults and former foster youth; homeless students and their families; veterans experiencing homelessness; and people fleeing domestic violence, sexual assault, stalking and/or sex trafficking. Many of these households need supportive services to stabilize their housing

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

that traditional housing subsidy programs lack. The PHAs partner with the CoC to ensure a wide array of housing options are available - from HCVs, subsidizing new permanent supportive housing units, and prioritizing public housing properties for those with severe service needs.

PHAs are actively part of Coordinate Entry (CE) and By-Name-List (By-Name-List) efforts and there is a process for allocating Mainstream and VASH vouchers to the development of permanent supportive housing (PSH) units, and vouchers are also contributed to the CoC Move On program, which King County Department of Community and Human Services continues to run in partnership with KCHA. CoC-funded PSH providers are prioritized for vouchers to develop new buildings for individuals and families with severe service needs. Data sharing agreements are in place with both PHAs allowing for households experiencing homelessness that receive HCV or Public Housing to be documented in HMIS. Both PHAs adopted portability policies and prioritized homeless households in their recent Mainstream NOFA applications. KCHA used HMIS data matching and CE case conferencing to identify households on the HCV waitlist and enrolled in a CoC program for voucher prioritization.

Further, our CoC actively partners with the King County Affordable Housing Committee, which includes County and multiple cities elected and non-elected officials, which was created to increase affordable housing supply dedicated to those experiencing homelessness through regional collaboration; affordable unit production especially near transit; and expansion of housing diversity. We have collaborated on the development of an affordable housing policy checklist, which is posted on our regional dashboard and lists every municipality with zoning and land-use policy compliance for transparency and accountability, including incentives, inclusionary zoning, and multifamily tax exemptions.

To reduce regulatory barriers, the regional dashboard also lists every municipality and regulatory barrier removal for transparency, including elimination of parking requirements, planned action environmental impact statement, and permitting prioritization towards marginalized groups not currently represented in systems to serve those experiencing homelessness. The King County Regional Homelessness Authority (KCRHA), the CoC lead, submitted public comment on Bellevue, WA Ordinance 6672, which is a Land Use Code Amendment (LUCA) to establish regulations for permanent supportive housing, transitional housing, emergency housing, and emergency shelter, requesting the city to refrain from placing any new barriers to building and/or siting aforementioned building types within the city. The public comment was completed in collaboration with multiple Eastside King County human services and housing agencies.

P-1c. Landlord Recruitment.

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

Our CoC employs a centralized housing location process focused on finding units throughout the entire geographic area of King County as well as more proactive landlord recruitment and engagement through a partnership with Housing Connector, whose mission is to partner “with property owners and managers to lower barriers to housing and increase our region’s affordable housing capacity.” This partnership supports all CoC-funded Rapid Rehousing programs and also works with private landlords to offer affordable units directly to households experiencing unsheltered homelessness. To support this work, the CoC also works to diligently shift the narrative on homelessness and to reduce stigma about those experiencing unsheltered homelessness - particularly with landlords and property managers.

Through KCRHA’s recent pilot - Partnership for Zero (PfZ)- we have expanded funding to Housing Connector for centralized housing search and bolstering landlord relationships with risk mitigation funds as well as piloting funding for local landlord incentives to support housing retention. Housing Connector will also be equipped to provide Rapid Rehousing subsidies to up to 30 households with ongoing case management support coming from the KCRHA System Advocate team.

The Housing Command Center, is an arm of PfZ, actively recruits new landlords and units for unsheltered neighbors. To bring new units in, staff call landlords inquiring about units, provide PfZ information including details about incentive packages. Available units are then instantly made available in a daily rapid case conferencing to match those in encampments scheduled for clearing to units. SAs accompany households to unit viewings and assist with completing the application process. Unhoused neighbors' housing needs are collected for matching and as units become available, they are matched to those units. The housing needs data provides an opportunity to identify gaps in availability not yet met by our portfolio and work to acquire new units meeting those housing needs. Thus far 600+ people have been engaged and 300+ new units identified.

P-3. Current Strategy to Identify, Shelter, and House Individuals and Families Experiencing Unsheltered Homelessness.

By definition, unsheltered people are distributed in community locations away from the specific services concentrated in shelter and other emergency site-based interventions. King County CoC’s strategy is to provide a variety of field-based and site-based resources to meet people where they are. The current strategy deploys interventions that provide resources to those who are unsheltered through: specialized and generalized outreach, regional access points, day centers, hygiene centers, housing navigation services, and a no-wrong-door approach to coordinated entry for access to housing resources and other referrals. Shelter bed availability is communicated to outreach staff to facilitate direct referrals with transportation. In addition, through a connected set of initiatives using catalytic funding from philanthropic sources, Partnership for Zero, led by the KCRHA, is piloting a Peer Navigator (now called System Advocate) workforce that will be supporting street-

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

to-home wrap around peer supports, an at-scale, By-Name-List to appropriately connect and coordinate services, and scaled up Emergency Housing resources.

Through the King County Homelessness Authority's (KCRHA) Peer Navigation Workforce, we have hired System Advocates (SAs) who all have lived experience of homelessness. The SAs are both navigators to help locate housing who also provide ongoing support to people for up to a year once housed to ensure we offer robust, wraparound services in our regional approach. This consistent relationship building and knowing what supports our unhoused community needs throughout their individual journey reduces returns to homelessness and leads to ongoing, sustainable housing. It also ensures that outreach is not a one and done process.

P-3.a Current Street Outreach Strategy.

The role of outreach is to connect with unsheltered households to ensure that valuable relationships develop in order to fully understand their unique needs and wants as well as connecting them with other available resources. Outreach staff provide communication about public safety, public access, ADA compliance and other municipal requirements for unsheltered people and dwelling places. During severe weather conditions, outreach staff provide harm reduction supplies and basic necessities such as food and water, and information about severe weather shelters, cooling and warming centers, clean air centers and other facilities.

KCRHA is currently leading a coordinated regional street outreach strategy redesign based on program performance, coordination and re-training. This involves an RFP of outreach contracts with additional performance metric requirements. It also includes additional support in data collection in HMIS to improve data quality along with data workflow improvements. Specifically, mapping of encampments and individuals and encampment demographics, team assignments, alerts, additional intake screens and queue process. This in turn, will lead to improved information on service and engagement for the purposes of program evaluation, allocation of resources and deployment of teams to locations.

There are currently 9 contracted outreach providers that also coordinate with KCRHA. Outreach staff across King County are deployed with a focus on specific regional needs and specialist capabilities. The general outreach focuses on a regional deployment to address encampment dwellers and unsheltered populations, with specific funding for outreach to address the unique needs of vehicular residents. Additionally, we focus on service providers with specific specializations to address the needs of historically marginalized or highly vulnerable populations, including cultural fluency for American Indian/Alaskan Native (AIAN) populations and Black/African-American unsheltered people, as well as behavioral health specialist outreach for people with severe and persistent mental illness and substance disorders, youth and young adult specialists, and family specialists.

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

To ensure all people experiencing unsheltered homelessness are identified and engaged, outreach staff are deployed through daily field outreach. Outreach staff across the continuum coordinate schedules, participate in weekly case conferences with a developing By-Name-List to connect households to temporary shelter or housing. The CoC also coordinates with community and faith-based organizations that provide ongoing engagement and basic care. Such organizations include, Operation Nightwatch, Union Gospel Mission, St. Vincent de Paul RV Outreach and Facing Homelessness.

Outreach staff are tasked to engage in outreach site visits and engagements daily with a focus on specific regional needs and specialist capabilities - general outreach via regular deployment to address encampments and unsheltered households, the unique needs of vehicular households, and the needs of historically marginalized or highly vulnerable populations. Due to the urgent nature of outreach services, teams determine their outings based on the barriers of the site, assessing high acuity needs, and the availability of outreach teams within our region. KCRHA contracted-outreach providers serve unsheltered households throughout the week, with diverse hours to ensure the needs of unsheltered individuals are met and supported at any given time. The varying engagements of outreach outings are not conducive to typical “9-5” hours, with some teams working into the evening. For example, KCRHA’s Systems Advocates engage in 8-hour shifts from 5am - 1pm and a swing shift from 12pm - 8pm. Each team has their own outreach engagement strategy and schedule amongst their teams.

KCRHA, the CoC lead entity, does not support displacement-based approaches to unsheltered homelessness. KCRHA also recognizes that some encampments present public health and safety challenges, some impair public access or jeopardize infrastructure, impinge on protected nature or wildlife reserves, and require address. Clusters of people living unsheltered in communities across the City of Seattle and King County are a local political flashpoint and a leading driver of constituent complaints to elected municipal leaders countywide. The high volume of negative interest raises concern that continuously unaddressed constituent complaints will cause erosion of public will to invest in housing focused evidence-based practices. Municipal enforcement of ordinances that prohibit tents and other dwelling structures in various public places, and parking regulations that require parked vehicles to relocate after 72 hours, have resumed after a COVID pandemic related hiatus.

KCRHA’s contracted-outreach providers who support unsheltered households staying in targeted encampments will help with outreach support, including immediate connection to Emergency Housing Vouchers (EHV). The focus on Housing First versus displacement allows for more thoughtful safety planning, housing referrals, and supportive actions to ensure that the wellbeing of unsheltered individuals and families takes precedence while awaiting housing solutions tailored to each household’s needs.

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

In lieu of resources being scarce, shelter referrals are offered intermittently due to capacity, outreach workers are tasked to engage in building resiliency with unsheltered households until appropriate resources are offered. Housing resources vary and are difficult to manage, as the resources change, and funding dollars shift elsewhere. The means of building out this resiliency is an intangible quality that outreach workers and their teams have difficulty upholding and replicating, which makes this work both invaluable and difficult to maintain. Nonetheless, outreachers continue to show up with needed survival materials, i.e., hygiene supplies, food, car parts for vehicles, harm reduction supplies, medical care supplies, and other items as means for survival.

In order to effectively connect unsheltered households to permanent housing rather than displace, the CoC has enacted a number of strategies to increase scale and focus resources on permanent housing solutions. Outreach staff throughout the continuum are trained on Housing First practices to work to effectively connect unsheltered households directly to housing. EHV referrals were targeted to unsheltered families to ensure rapid match to permanent housing. Our community made a total of 1,707 referrals to EHV for households meeting the HUD homelessness definition of categories 1 and 4. The CoC also expanded funding for Rapid Rehousing through the CARES Act (\$6.2M) and local revenue (total \$8.5M) with increased flexibility for longer stayers and increased funding for local landlord engagement provider Housing Connector to recruit new rental stock.

Not only were efforts increased to connect unsheltered households to permanent housing, but the CoC also increased focus on improving retention rates for permanent housing. Such actions include: a) increased investment in prevention case management for households with previous homeless history; b) added conflict mediation, dispute resolution/family reunification services and training to our suite of retention supports; c) new cross sector partnerships with mainstream employment/education services to increase/maintain employment; d) expanded move-on strategy in permanent supportive housing; e) leveraged Medicaid housing supports for on-site nursing through levies; f) expanded use of Coordinated Entry mobility transfer policy to help relocate a household when all other efforts were exhausted; i) increased quarterly review of exits and program terminations to intervene on program-level to identify patterns and provide technical assistance to decrease the likelihood that a household will be exited for behavioral reasons; j) systemwide increase to eviction prevention assistance to cover arrears or missed payments to due economic constraints related to continued impacts of COVID and the end of the local eviction moratorium.

P-3.b. Current Strategy to Provide Immediate Access to Low-Barrier Shelter and Temporary Housing for Individuals and Families Experiencing Unsheltered Homelessness and P-3.c Current Strategy to Provide Immediate Access to Low Barrier Permanent Housing for Individuals and Families Experiencing Unsheltered Homelessness.

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

In July 2022, based on the PIT count, 26% of the homeless population in WA-500 were unsheltered. Given the high percent of unsheltered households experiencing homelessness, our CoC is working to develop new strategies which increase immediate access options such as low-barrier shelter and bridge housing given the rental market conditions in King County that are a barrier in and of themselves. We are shifting our strategies to treat the emergency of homelessness as an emergency.

Partnership for Zero (PfZ)

One new strategy being deployed to provide immediate access to Low Barrier, Housing First, Permanent Housing for individuals and families experiencing unsheltered homelessness, is Partnership for Zero. PfZ is a united effort to focus and coordinate resources in targeted geographic areas in order to dramatically reduce unsheltered homelessness. It's based on an emergency management framework that prioritizes system integration and coordinated resource deployment. This strategy is led by the KCRHA and supported by We Are In, a coalition of business, philanthropy, advocates, service providers, and housed and unhoused King County residents who are uniting resources to create the infrastructure. The infrastructure being built upon includes workforce development, data capacity, high-acuity services, and support for housing and shelter providers — necessary to end homelessness across King County. Starting with the premise that housing is a basic human need, and every human deserves a safe place, the goal of PfZ is to focus and coordinate resources in a targeted geographic area in order to put people experiencing unsheltered homelessness on a path to permanent housing. Once this is accomplished, the CoC in conjunction with KCRHA will maintain the infrastructure necessary to rapidly assist new individuals experiencing homelessness in target areas. PfZ will provide the region with a model that can be quickly and effectively scaled, with additional resources, to other communities across King County. This strategy builds infrastructure and adds capacity to the system in order to deliver comprehensive services and housing or shelter rooted in a Housing First model for those experiencing unsheltered homelessness in target areas, helping to revitalize our communities and providing all residents an opportunity to thrive.

System Advocates

A Systems Advocate is a peer agent and resource connector who identifies gaps in support and the changes necessary to improve the systems that impact individuals and families living unsheltered in King County. System Advocates engage in culturally appropriate, long-term relationships with people experiencing homelessness, using learnings from their own lived expertise, along with empathy, dignity, and support for full self-determination in order to house and improve the health and wellbeing of those we serve, particularly Black/Brown, Indigenous, Native Hawaiian/Pacific Islander, LGTBQIA, and neighbors who have historically not had a voice. This shift in practice has led to 34 new-to-the-homelessness-system unsheltered individuals on the By-Name-List since July 2022, which demonstrates the effectiveness of the peer model.

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

Our current homelessness system is fragmented and daunting for an individual to navigate alone. Our neighbors are endlessly referred to other resources on their paths out of homelessness. The approaches and activities in the Systems Advocate program are rooted in peer navigation, which is a proven best practice. Systems Advocates have lived experience of homelessness and understand how the various social service systems work and how to access resources. That lived experience is an asset in building trust, and in acting as a coach, ally, and advocate throughout the whole process of navigating multiple social service systems and providers.

Emergency Housing Vouchers

Another strategy the CoC has implemented to ensure immediate access to permanent housing, has been leveraging the use of Emergency Housing Vouchers (EHVs). In compliance with HUD, these vouchers have been distributed in partnership with COC. The Authority has taken a whole system approach to architecting the deployment of EHVs. In this approach we have identified two primary goals: 1) Generate throughput in the system to increase availability of resources for those who are currently living unsheltered, and 2) Focus explicitly on those communities most likely to experience homelessness.

In order to meet these goals, the CoC and KCRHA has worked with the PHAs to develop four pathways which give households access to vouchers. The first pathway will be for individuals currently living in permanent supportive housing (PSH) who no longer need intensive supportive services. These individuals will be offered a path out of PSH through emergency housing vouchers, freeing up more units for households in need of a higher level of services. The second pathway will be through enhanced emergency shelter. Contracted service providers who currently operate enhanced emergency shelter will identify people who could successfully transition into housing with some service support. The third pathway is through coordinated entry's priority pool. CEA will continue to use the prioritization framework developed during the beginning of the pandemic to focus on housing those at highest risk, specifically those who are either medically vulnerable or are members of communities that have been disproportionately impacted by the pandemic. The fourth, and final pathway, will be for agencies who work with survivors of intimate partner violence who will, again, identify households who would be successful in the EHV program.

Lessons Learned: Immediate Access to Low-Barrier Shelter and Housing

Throughout our CoC's work to improve access to low-barrier shelter, temporary and permanent housing options, a few lessons have been learned about improving and enhancing access points. First, safe parking programs provide a continuum of resources for people living in vehicles. There is currently only one publicly funded program for vehicle residents. There is an additional RV safe lot program under award through a locally funded procurement process in startup, and an RV storage facility in planning. In addition to publicly funded programs, regional safe parking programs utilize faith-based organization parking resources for overnight use and are otherwise unstaffed. Vehicular residents constitute the largest single group of people experiencing

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

unsheltered homelessness, and the CoC is actively building capacity for safe parking and vehicle dwellers. There is a need to redefine what housing can look like, and vehicle residency is a growing housing option that refuses to be ignored. Advocacy, policy, and legislative shifts within the landscape are pushing KCRHA and its governing partners to assess a future with permanent and transitional safe parking options. ‘Housing as a human right’ can be easily accessible with a diverse option for permanent housing solutions, of which vehicle residency can be implemented alongside predecessors like shelters, transitional housing, PSH, etc.

Second, day centers serve as additional access, resting and meeting points to connect people to system resources. In King County, day centers primarily align with historically marginalized communities, primarily AIAN and youth and young adults experiencing homelessness or housing instability and are vital to increasing access to both housing and shelter options. Some community-based day centers are not publicly funded and have historically served as community access points or have provided connection to recovery-based services. Some emergency shelter locations also operate day centers to serve a broader community of unhoused residents than the shelter itself. Day centers act as a central meeting point for outreach and other housing staff to locate their clients, having assurance they can meet folks with ease and familiarity.

Another important lesson our CoC has learned relates to the EHV process. We found during the allocation of EHV, that through bringing in new providers, not previously contracted to provide homelessness services - particularly smaller BIPOC agencies - we were able to more effectively serve households and decrease housing placement times. This was largely due to the trust smaller organizations had established with households and landlords, which allowed both the participant and staff to work together to locate appropriate housing more quickly. Finally, the EHV process showed our CoC how many households experiencing homelessness simply need affordable housing. Our community has a dearth of affordable housing and vouchers help close the affordability gap that many households experience. Through increased access to long-term subsidies, our CoC can make a significant contribution to truly ending homelessness in our community.

P-4. Updating the CoC’s Strategy to Identify, Shelter, and House Individuals Experiencing Unsheltered Homelessness with Data and Performance.

Street Outreach

Our community’s data strategy around street outreach is built for service coordination, housing and shelter placement, analytics and evaluation of performance in addition to being the basis of the communities “By-Name-List” development. The CoC is in process of improving data collection methods and service coordination with Outreach Providers using our HMIS Software system’s Outreach Module, which allows for GIS mapping of encampments and individuals/households, tracking encampment characteristics, assigning teams to outreach areas

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

and adding alerts. All street outreach workers will have access to this software and be trained by the end of 2022. This data will also be coordinated with the City of Seattle's outreach data, to further coordinate efforts with existing departments such as Parks, Law Enforcement and Sanitation.

In addition, KCRHA is developing other systems in HMIS for service coordination and analytics and program evaluation. The street outreach workers will be able to complete intake assessments for anyone unsheltered seeking services and be placed on a queue for case management services as well as for Coordinated Entry HMIS housing prioritization. Additional assessments are being implemented, which includes housing needs, and an acuity form. Future development includes integrating Foundational Community Supports data and case management functions into HMIS by the end of the year. All these developments will provide important information to the system on the needs and preferences of unsheltered households in regard to housing.

Outside of HMIS, systems are being developed for private rental market inspections and relationship building with partner landlords to move people quickly from unhoused to housed. Tracking this information is seen as critical to coordinate amongst service providers the resources available to address the issue. This information will be combined with the needs and preferences of the clients to form a housing match.

Lastly, all this data is being used to form a community wide By-Name-List, to collect and utilize real time data on each person experiencing homelessness, this will enable system planners and caseworkers to use one uniform list for service delivery, resource allocation, advocacy and funding priorities. This is a nationwide best practice to get to "functional zero" on unsheltered homelessness. To accomplish this end, KCRHA has partnered with Microsoft to build a data platform to securely hold and store data from other data sources such as medical providers, behavioral health providers, etc. Initial data architecture scheduled to be completed by the end of 2022. Future planning involves app development and analytics of data and information.

Low-Barrier Shelter, Temporary Accommodations and Permanent Housing

In 2023, KCRHA will begin the development of improved housing inventory in HMIS. This improvement will enable all housing units (shelter, transitional housing, permanent housing) to track information unit by unit, and pair each unit with an individual or household. This will allow for more acute tracking of how the units are being utilized, by whom, and will show where there are gaps for improvement in resource allocation. This will also allow for more real time matching, which will improve the length of time someone is waiting for a unit and, in addition, give information about projects that are coming online so the system can respond to that growth.

By analyzing Coordinated Entry (CE) data on referrals and denials, the CoC tracks projects with higher barriers to housing entry, particularly those coming from unsheltered situations. Data from

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

HMIS is reviewed by the CoC on a quarterly basis - including referrals, denials, living situation at program entry - to better understand how permanent housing programs are supporting those who have been unsheltered to rapidly access housing. Documentation requirements are also reviewed through annual monitoring and ongoing CE and Ombuds Office reports. This allows KCRHA Program staff to work with providers to remove unnecessary burdens and reduce the time it takes to house people.

Through the Partnership for Zero initiative, our CoC is developing a process to rapidly match unhoused neighbors to available housing units by collecting their housing preferences in a newly created Housing Needs Form (HNF). The HNF data will be used to identify which newly opened units meet our unhoused neighbor's needs for same day housing offers. Through the development of a pool of over 40 private landlords with over 300 units who have agreed to our incentive package the System Advocate Team is able to offer units the day they become available, arrange unit viewings, and complete application forms the same day.

Relying on a cross-system analysis of the CoC's housing inventory, a sub-regional landscape analysis, improved Point-in-Time count methods, and development of a robust By-Name-List, the CoC is working to get a more comprehensive picture of the housing types and models that are more needed in our community to effectively and impactfully end homelessness for unsheltered individuals and families. The ongoing work to build relationships and develop a detailed landscape of services, allows the CoC to identify what housing investments must expand to rapidly, and permanently, house people and ensure necessary supports are in place to sustain housing.

Through the Special NOFO, we are seeking to transform a current Transitional Housing program to become a Joint Component TH-RRH and to add two Permanent Supportive Housing projects to our housing inventory in order to increase successful connections to permanent housing for unsheltered individuals and families. The Nike Manor transitional housing will pair temporary shelter with RRH to provide ongoing support to families while they reenter housing and further stabilize. This will not only allow families to continue engaging with those they've established trust with but will also aim to increase access to transitional housing for more families experiencing unsheltered homelessness. Both PSH projects put forth in this application aim to serve chronically homeless single adults with severe service needs, with a focus on unsheltered individuals. One of the projects specifically focuses on our elder community, serving unsheltered individuals ages 55+.

P-5. Identify and Prioritize Households Experiencing or with Histories of Unsheltered Homelessness.

Through the Partnership for Zero initiative, our CoC is deploying system advocates via street outreach to targeted regions in the CoC with the highest concentration of unsheltered homelessness. New projects funded through the Special NOFO will be directly connected to the Housing Command Center and Coordinated Entry, which meets daily to review the By-Name-List

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

and match unsheltered households to available housing in real time. As the new projects come online, those units will be brought into the daily case conferencing process to ensure direct access.

Throughout the continuum, both program eligibility and coordinated entry processes have been significantly improved to reduce unnecessary barriers for those experiencing unsheltered homelessness. Through system advocates, a process to secure documentation has been established to safely keep track of vital documents such as ID copies, social security cards, and other personal identifying information needed for Public Housing Authorities. Our strategy is to ensure that resources are provided through an antiracist, equity lens. We believe all people should have access to stable housing while also providing immediate survival resources to keep our unsheltered community safe and secure while awaiting permanent housing. We believe in centering people with lived experiences and fostering a fidelity-based Housing First model to help the elimination of inequities and systemic forms of oppression.

Program eligibility is based on the lowest barriers as dictated by funding. For permanent supportive housing, homelessness and income are the two core eligibility criteria. The CoC ensures that individuals and families living with a disability are included to have units dedicated to those experiencing chronic homelessness. KCRHA as the CoC Lead works closely with providers to review and lower documentation and eligibility requirements to ensure fidelity to a true Housing First model. The only eligibility criteria for the Joint Component Transitional Housing-Rapid Rehousing program seeking funding in this Special NOFO is literal homelessness. All programs will be required to ensure they incorporate a Harm Reduction and Low Barrier Model to ensure our unsheltered neighbors have access to programs that will give them an opportunity to address their needs in a safe environment.

The intake process for Coordinated Entry substantially shifted to no longer require the lengthy, often re-traumatizing VI-SPDAT for eligibility on the Priority Pool. Rather, our universal intake has been reduced to general information and prioritization is now based on administrative data, COVID prioritization recommendations from the CDC and Seattle-King County Public Health. Our system is also working to incorporate behavioral health data and gender identity into the prioritization schema. Our CoC elected to make this shift to administrative data to ensure people experiencing homelessness are no longer burdened with re-traumatization to access Coordinated Entry, instead we shifted the burden of gathering prioritization information to Coordinated Entry staff and HMIS data already in the system.

The shift to system advocates (SAs) as the golden thread for those experiencing homelessness ensures that true relationships are the focus of outreach. These relationships build trust and allow for those who are unsheltered to be authentic about their needs and wants for sustainable housing. System advocates not only develop authentic relationships, but also provide assistance to navigate what can be a convoluted homelessness system. Their personal experiences of homelessness equip

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

the SAs to walk through the system with others and provide insight into effectively navigating into housing, healthcare, and benefits such as food assistance, TANF, SSI, etc.

P-6. Involving Individuals with Lived Experience of Homelessness in Decision Making Meaningful Outreach.

Now, and moving forward, people with lived experience of homelessness are an integral partner in the design, implementation, and evaluation of all the CoC projects. This starts with our CoC Advisory Board, which includes over 50% of members who have experienced homelessness, as key partners and decision makers in the CoC. We also partner frequently with the Lived Experience Coalition (LEC) which is almost exclusively made up of leaders with lived experience. The CoC has also designed methods of system navigation to focus first and foremost on relationship building and engaging meaningfully and directly with people who are unsheltered versus prescribing needs first and then building a relationship with people.

Through shifting our work from a deficiency model, we work to uplift and empower people to believe and know they have autonomy within system and policy change. This is seen in efforts to empower our CoC Advisory Board to focus on wellbeing and ensuring their needs are met to fully participate. We work to further adopt self-advocacy and empowerment of lived experience as guiding principles for how our CoC should and will work. We also ensure people with lived experience have decision making power and participation in the creation of all local CoC rating and ranking processes.

KCRHA as an organization that lives and breathes our Theory of Change - “If we create a homeless response system that centers people with lived experience, then we will be able to focus on responding to needs and eliminating inequities, in order to end homelessness for all.” To embody this culture and belief, 60% of KCRHA staff come to the table with lived experience. A multitude of CoC providers also live by the principle that those with lived experience are the experts in our collective work. Throughout the provider community, those with lived experience lead, offer direct service, and sit on boards. Within the KCRHA RFP process, we look for and evaluate shared power through dedicated board seats and leadership staff with lived experience.

Further steps we take include proactive recruitment and standing weekly meetings with the Lived Experience Coalition (LEC); web-posting of open positions including a statement on our intention to hire those with lived experience; community engagement sessions; base building spaces for collective learning and program development; and in 2022 we completed the Understanding Unsheltered Homelessness Project as a part of the Point in Time Count - much of the findings from this study will be incorporated into our ongoing work. Any significant policy or program decision is first reviewed and vetted with the LEC to ensure an explicit lens of lived experience is included. This process is also supported and developed using our Equity-Based Decision-Making

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

Framework which includes careful consideration of both who is currently involved and who we need to outreach to bring into the planning and decision-making process.

Members of the LEC and local provider staff with lived experience are recruited to be raters for all KCRHA RFP processes - this includes providing robust training about procurement, rating applications, rating matrices and their development, and an orientation which includes a section on implicit bias. During the Understanding Unsheltered Homelessness Project, members of the LEC also acted as interviewers - they were provided training on how to conduct interviews and paid for their time to participate in the month-long study.

P-7. Supporting Underserved Communities and Supporting Equitable Community Development.

KCRHA supports community engagement through ongoing workgroups in varying population experiences, to support the dimensional needs and experiences of unsheltered communities. In support of the need to hear, uplift, and advocate for underrepresented communities, KCRHA is committed to workgroup engagements and recommendations presented by these spaces to guide our work in greater systems-change.

Focus on BIPOC Communities

In all our work, KCRHA is guided by our mission to significantly decrease the incidence of homelessness throughout King County, using equity and social justice principles. King County's Regional Action Framework (RAF) on Homelessness states, "People of color, especially Black and American Indian/Alaska Native communities, are disproportionately impacted by homelessness and housing instability in King County. RAF implementation must be grounded in the principles of racial equity to address and ameliorate this reality." Findings within this framework identify that pervasive racism and other forms of violence towards BIPOC communities and unsheltered households impact access to services and housing. "Although Black people comprise 13% of the general population in the United States and 26% of those living in poverty, they account for more than 40% of the homeless population, suggesting that poverty rates alone do not explain the over-representation."¹ These narratives and data are startling - ushering the urgency for KCRHA to approach systems change with compassion, mindfulness of our system's harm, and informed antiracist approaches to end homelessness.

LGBTQ+ Workgroup

Nationwide, transgender and gender non-conforming people experience higher rates of unsheltered homelessness than cisgender people. In 2019, estimates indicated 49% of cis-gender adults experience unsheltered homelessness whereas 63% of trans adults and 80% of gender non-conforming adults are unsheltered². In King County, the unsheltered comparison was 43% of cis

¹Supporting Partnerships for Anti-Racist Communities Phase One Findings, Center for Social Innovation, March 2018

² NAEH Analysis of US Department of Housing and Urban Development Point-in-Time Data, 2019

WA-500 CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

gender to 82% trans and 95% gender non-conforming³. Due to this large discrepancy in unsheltered homelessness, KCRHA has engaged LGBTQIA+ community members and leadership to uplift needs and create strategies that support LGBTQIA+ communities experiencing unsheltered homelessness. As a part of KCRHA's 5-year plan to address immediate and long-term goals, this workgroup will offer their recommendations as part of the proposed objectives KCRHA is planning to implement. Through consistent conversation, centering lived experience, and thoughtfully engaging program providers who support this work, we will better bolster services, access, and support to our LGBTQ+ community experiencing homelessness.

Emphasis on American Indian/Alaskan Natives

American Indian/Alaska Natives (AIAN) are disproportionately misrepresented in homelessness services data within King County. Due to historical ethnocide, relocation acts, reservation systems, boarding school(s), and the historical erasure of American Indian/Alaska Native peoples of the land; There was a lack of representation of culturally responsible referrals being made to AIAN households within Coordinated Entry methodology due to improper use of the Vi-SPIDAT tool being counter-productive in representing accurate vulnerability for AIAN within the homeless management system.

Native leadership from the front lines of Native-led organizations met with CE to provide insight on barriers to adequately serve AIAN when case conferencing had a low percentage of AIAN due to improper assessment use, misrepresentation of race, and low scores that would prevent the AIAN households into making it to the case conferencing spaces for single adults, families, and YYA. During the fall of 2018, Native Providers in partnership with Coordinated Entry, created the AIAN space to match service connection referrals for the indigenous community with homelessness project types being offered by providers such as Chief Seattle Club, Seattle Indian Health Board, Mother Nation, United Indians of All Tribes, and Seattle Indian Center. It was not just about housing; it was about identity.

Having the accessibility of the AIAN Case Conferencing space gave opportunity for the native providers to pull AIAN specific population and cross community case conferences weekly to provide housing to end indigenous homelessness. During this iteration of AIAN case conferences, it was decided to not only advocate for tribal designation in HMIS but to create a By Name List in replace of the VI-SPDAT to gather information that was representative of what native providers were offering to help the AIAN community in more ways than just offering housing. A system that reformed the homelessness system to better serve indigenous people in a culturally respectful way.

“That’s the main importance of tribal designations, to be seen. To be seen on our own land, for who we are.”-Nawiishtunmi Nightgun

³ HUD 2019 Continuum of Care Homeless Assistance Programs Homeless Populations and Subpopulations, September 2019