

GREATER RICHMOND COC
APPLICATION FOR VIRGINIA HOMELESS SOLUTIONS PROGRAM 2024-2026 FY25 (Year 1) REQUEST

Base Project Request

Project Type (one application per program component):

- ☐ **Shelter Operations** ☐ **Rapid Re-Housing** ☐ **Outreach**

APPLICANT CONTACT INFORMATION	
<u>Organization Information</u>	
Name of Agency	
Agency Address	
<u>Primary Contact Information</u>	
Name	
Email Address	
Phone Number	
<u>Secondary Contact Information</u>	
Name	
Email Address	
Phone Number	

PLEASE NOTE THAT RESPONSES TO QUESTIONS MUST NOT EXCEED 5 PAGES.

1) Summary

Target population(s):

Proposed number of individuals to be served:

Proposed number of households with minor children to be served:

Proposed total households to be served:

Total VSHP grant request:

Brief description of the proposed activities (1000-word limit):

2) List the jurisdictions within the Greater Richmond CoC this request proposes to serve.

3) Will the proposed project begin activities on July 1, 2024? If not, please detail an expected timeline for activities to begin.

4) Is any portion of the funding request is to pay for a new staff position? If yes, how will your agency ensure the position is filled in a timely manner?

APPLICANT EXPERIENCE/GRANT COMPLIANCE (1-page limit)

5) Describe and provide evidence of your agency's organizational capacity to include governance, leadership, experience in serving the target population and operating shelter programs, and financial management.

6) Describe program capacity to implement the proposed activities. Detail experience of staff. Include a list of the applicable certificates or training for direct program staff.

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7) Describe your participation in the GRCoC's collaborative planning and service coordination, or your intention to participate if you are a new applicant.

8) Explain any negative monitoring concerns or findings and lack of progress in spending federal, state, or local grant funds. Describe your plan to address the issues identified.

PROGRAM PERFORMANCE (2-page limit)

9) Describe how your program/proposed program is aligned with federal, state, and GRCoC policies, incorporates best practices by practicing each of the following: a housing first model, using a housing barrier assessment, diversion, housing-focused case management, motivational interviewing, harm-reduction, and trauma-informed care.

10) Please provide specific examples of your program using a housing first approach such as organizational or programmatic policies, procedures, guidelines, etc.

11) Describe how you assist program participants to locate housing. If you have a housing locator, describe the job duties.

12) Describe how your agency leverages mainstream resources. Provide a specific example.

13) Describe how your agency is meeting the requirement of identifying and reducing barriers to homeless services and the specific barriers that have been reduced. Are there barriers that still need to be reduced? Do those barriers serve a purpose at your agency? What efforts does your agency make to assist households in overcoming these barriers?

14) If applying for an Emergency Shelter program, describe in detail how you meet the Prohibition against Involuntary Family Separation and Equal Access and Prohibited Inquires requirements.

15) If applying for a RRH program, please describe how the length of financial and supportive service provision for households in Rapid Rehousing is determined.

16) If applying for a RRH program, please include a description of the staff position responsible for conducting housing inspections. List all relevant credentials and experience.

16) If applying for a *new* Emergency Shelter project, please describe how your program meets all federal, state, and local habitability standards including fire inspection and Americans with Disabilities Act (ADA) compliance.

17) Describe the inclusion of at least one homeless individual or formerly homeless individual on your agency's board of directors or other equivalent policy-making body. If there are no homeless or formerly homeless individuals on your board or decision-making bodies, please describe your plan to consult with homeless or formerly homeless individuals in considering and making policies and decisions for the proposed activity.

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18) (NEW APPLICANTS & APPLICANTS NOT FUNDED IN FY23 VHSP): Please describe how you will meet GRCoC program standards, HMIS compliance, and Coordinated Entry System policies & procedures.

ATTACHMENTS

- Job Descriptions for staff positions covered by budget
- Evidence of organizational capacity: organizational chart, bylaws, Board of Director and staff listing, current board-approved agency budget (one response per agency)
- Grantee certification and assurances using attached template (one response per agency)
- Project budget form (use template)
- Proposed match form (use template)
- Letter of Intent to establish a FY25 Coordinated Entry Memorandum of Understanding with the GRCoC (see template)

PLEASE SUBMIT EACH ATTACHMENT AS AN INDIVIDUAL FILE ATTACHMENT. DO NOT COMBINE IN A SINGLE FILE.