



MO-604 Continuum of Care (CoC)

Request for Proposals (RFP)

Youth Homelessness Demonstration Program

Application Due Date: 5PM CT, Monday May 13, 2024
Funding Available: \$1,078,222 annually/\$2,156,444 2 year total
Total Grant Term: 2 years/24-month contract
Questions Contact: kcoulter@gkcceh.org

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PURPOSE

The purpose of this document is to provide information on the MO-604 Continuum of Care (CoC) Youth Homelessness Demonstration Program (YHDP) Request for Proposal.

OVERVIEW

The Youth Homelessness Demonstration Program (YHDP) is an initiative designed by the U.S. Department of Housing and Urban Development (HUD) to reduce the number of youth experiencing homelessness in the Greater Kansas City Area. The goal of the YHDP is to support communities in the development and implementation of a youth-driven community approach to preventing and ending youth homelessness. This includes the development of a Coordinated Community Plan (CCP) to prevent and end youth homelessness and the design and funding of new local youth-serving projects funded through YHDP. YHDP funding will also facilitate the implementation of a comprehensive continuous quality improvement (CQI) plan. Throughout the 2-year demonstration period, technical assistance will be on hand to support projects during their initiation and implementation stages.

The MO-604 CoC welcomes applications from organizations passionate about delivering essential services to youth experiencing homelessness by assisting them in accessing safe and stable housing, nurturing supportive relationships, and facilitating educational and employment opportunities. Applicants from eligible organizations can apply to implement four (4) different project types approved by the local YHDP team:

- 1. Rapid Rehousing (RRH)
 - o Estimated Available Funding Amount: 1 year- \$288,179; 2 year- \$576,359
- 2. Transitional Housing (TH)
 - o Estimated Available Funding Amount: 1 year- \$310,644; 2 year- \$621,289
- 3. Permanent Supportive Housing (PSH)
 - o Estimated Available Funding Amount: 1 year- \$317,166; 2 year- \$634,333
- 4. Supportive Services Only (SSO) - Housing Navigation
 - o Estimated Available Funding Amount: 1 year- \$163,350; 2 year- \$326,700

****See Appendix C for detailed information for each project type***

Applicants may apply for each project type in full (opting to operate and manage the full scope and implementation of the project) or for one or more of the project components (specific roles or positions within each project).

YHDP Shared Vision

The homeless response system of the Greater Kansas City community champions the strengths and aspirations of our youth. We advocate for the rights of young people to ensure that youth homelessness is rare, brief, and non-recurring.

We strive to provide comprehensive support, foster community engagement, and leverage resources to ensure every young person has access to safe housing and holistic services. We aim to create opportunities that aid in emotional, mental, physical, spiritual, financial, social, and intellectual health and well-being of youth. We believe in the evolution of youth and that the breaking of generational curses is a necessity of growth. As youth, we believe it begins and ends with us. We strive to create a system of unity and diversity; a judgment free zone for people to be their authentic selves, reducing the stigma of youth homelessness. A system free from and not limited by adultism, racism, ableism, transphobia, homophobia, and classism. We will continue to have youth voices be heard, seen, and appreciated about the reality of truths that only they can understand. We believe in transformation which means unlearning, learning, growing, and evolving.

YHDP Shared Mission

The homeless response system of the Greater Kansas City community envisions a system where the resilience of youth experiencing housing instability and houselessness guides our actions.

- A community where youth homelessness does not exist.
- A community centered on prioritizing Housing First principles.
- A community that is youth-centered, youth led, and where youth are at every table and conversation.
- A community that cultivates healthy and supportive relationships.
- A community where youth are empowered and enact change.
- A community where we break the cycles that perpetuate homelessness.
- A community that is focused on rehabilitation and not punishment.
- A community of love and empathy.
- A community that believes and uplifts one another.
- A community of justice and equity for all.

“We are youth, we value youth, and we provide access and break down barriers.” -Youth for Change Members”

TIMELINE

Milestone	Date
RFP Released	April 12, 2024
RFP Public Virtual Informational Session (zoom link)	April 17, 2024; 11AM-2PM
RFP Virtual Office Hours (zoom link)	April 22, 2024; 10AM-11:30AM
RFP applications deadline	May 13, 2024 by 5PM (CT)
Rank and Review Panel Meeting	May 29, 2024

Milestone	Date
Applicant Interviews (in person)	May 30, 2024
YHDP awarded applicants announced CoC-wide	June 4, 2024
Appeals Deadline	June 6, 2024 by 5PM (CT)
E-Snaps applications due (local deadline)	June 17, 2024 by 5PM (CT)
E-Snaps applications due to HUD	June 30, 2024
Awarded projects establish and execute contracts with HUD	By September 30, 2024
YHDP Project Start Date	By December 1, 2024

MINIMUM REQUIREMENT TO APPLY

Eligible applicants for these funds include nonprofit organizations, public housing authorities, or other public agencies.

To be considered for funding through this RFP, projects must meet or be prepared to meet the following requirements by May 13, 2024:

1. Be located and/or provide services in Jackson County, MO and Wyandotte County, KS geographic area and serve people who are experiencing homelessness;
2. Meet the requirements of the [FY22 YHDP NOFO](#);
3. Adhere to applicable [Housing First](#), Fair Housing, and Equal Access Rule requirements.
4. Not debarred from receiving federal funds and in good standing with all government and funding contracts;
5. Demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and to administer federal funds.

EXPECTATIONS/REQUIREMENTS OF FUNDED PROJECTS

Funded projects will be required to fulfill the following:

1. **YHDP Continuous Quality Improvement (CQI)**- Participate in processes as outlined in YHDP CCP and as may be further clarified and revised by the YHDP team, including the CoC's Performance Improvement Plans (PIPs). Utilize recommendations of the YAB and The Lead Agency to improve the project and overall YHDP impact. YHDP projects that don't meet CQI improvement plans may be subject to reallocation of funds.
Ref: HMIS-generated scorecards
2. **Trainings**- Projects must participate in all start-up training and all YHDP

staff must participate in YHDP convenings (which include training) held by the CoC.

3. **Committee/Workgroup/Membership Meeting Participation-** Projects must maintain active MO-604 CoC membership, designate a minimum of one staff person to attend monthly CoC membership meetings, and participate in YHDP workgroups as requested by the YHDP team.
4. **Coordinated Entry Participation-** Without exception, all YHDP-funded projects are required to participate in the local Coordinated Entry (CE) system, and housing projects must accept all housing referrals through the CE system. In addition, project applicants must participate in Housing Solutions (case conferencing) meetings, be prepared to provide timely and accurate reports on clients' housing status, and accurately update client data in HMIS.

Ref: CE Attendance Policy/CE Referral Policy

5. **Designated Point Person for Housing Solutions Meetings-** Referral and case conferencing meetings are of critical importance to ensure households obtain permanent housing as quickly and efficiently as possible. For this reason, it is mandatory that a point person with real time knowledge of the clients in the program be designated to attend housing-related meetings for each YHDP-funded project.
6. **HMIS Participation:** Projects will use the Homeless Management Information System (or a comparable database for victim service providers) chosen by MO-604 CoC. Participation in the HMIS requires projects to enter data into HMIS that can be verified with documentation. Data collection includes: Disabling Condition, Prior Living Situation, Health Insurance and Financial Data.
7. **Designated Point Person for HMIS User Group-** Data capture, analysis, and reporting are critical components of an effective homeless response. For this reason, CoC-funded projects must dedicate a minimum of one person to be responsible for data accuracy, timeliness, and completion and for transfer of HMIS-related knowledge within the agency.
8. **HMIS Data Quality (timeliness, accuracy, and completion)-** Project performance during monitoring and in the CoC competition will be evaluated upon the following:
 - General data errors
 - Timeliness of data entry (Best practice is identified as entry within 72 hours of service encounter/assessment.)
9. **Point in Time (PIT) Count and Housing Inventory Count (HIC) Participation-** YHDP projects will be required to report accurate data for the annual Housing Inventory Count and designate a minimum of one staff person to volunteer the day of the street count each year. Accurate and timely assessments are required to successfully complete and submit federal reports. To this end, project applicants must:
 - Designate a staff person/people responsive during data cleanup and prep for federal reports (SPM, LSA, PIT/HIC).
 - Designate a person responsible for completing the HIC form (prior to PIT count) AND entering high-quality, timely, and complete sheltered data for the day of the Point-in-Time count.

10. **YHDP Program Policies and Procedures-** Projects must submit YHDP program policies and procedures to the YHDP team for review, feedback, edits, and final approval. Policies and procedures must outline how the program will meet the minimums listed below and all policy and procedure requirements listed in the [HUD CoC Interim rule](#):
- Offer and demonstrate, in practice, low- or no-barrier services and support for clients
 - Have a written policy outlining staff recruitment, retention, and wellness, ensuring a diverse staff composition (ex: bilingual, lived experiences, identities).
 - Show how the project will be inclusive and accessible to everyone, regardless of their abilities, such as language or physical limitations.

APPLICATION SUBMISSION REQUIREMENTS

- Applicants will electronically submit the application and all required supporting documents to the [application submission portal](#).
 - The full application, including all of the narrative requirements, are in the application submission portal.
 - No paper or faxed applications will be accepted.
- The application includes agency contact information, project type, funding amount request, and proposed project description.
- Supporting documentation includes:
 - Most recent financial audit (if applicable)
 - Screenshot of agency active SAM registration or proof of application
 - Agency Code of Conduct
 - Agency Grievance Policy
 - Completed [budget template](#) with requested amounts
- Applications must be submitted by 5.13.2024 at 5:00 PM central standard time.
 - All applications will be time stamped. No late applications will be accepted.
- Applicants may apply to operate multiple projects. Those who are applying for multiple project types need to submit separate applications for each project (ex: if an agency is applying for both RRH and TH, they must submit a separate application for each project.)
- Applications must be complete and meet all requirements outlined in this RFP, the YHDP NOFO and all applicable HUD rules and regulations.
- Applicants must participate in a 30 minute interview with Rank and Review Panelists.
 - Interviews will be conducted in person
 - Applicants must have at least two staff members at the interview (one direct service staff and one executive leader)
- If selected for funding, projects will be required to begin operating no later than December 1, 2024.
- *Note: YHDP funds may not be used to supplant existing funds. Funding may be used for new projects or to increase an existing project.*

SELECTION PROCESS

All applications will undergo a threshold criteria review. GKCCEH staff will review proposal packages for eligibility and completeness, and that each project has met the minimum requirements as set forth in this RFP. Incomplete and/or ineligible proposal packages will not receive further review. Project applications that pass the threshold review will be reviewed by Rank and Review Panelists.

Rank and Review Panel

The application selection will be conducted by a small panel, known as the "Rank and Review Panel", of non-conflicted individuals such as YAB members, cross-system partners, and individuals from entities with expertise in youth homelessness, with support from HUD Technical Assistance (TA). Rank and Review Panelists will review applications and evaluate each project using a scoring tool and interview process (available in Appendix B). Final scores will be reviewed and certified by the Rank and Review Panel. Applicants may be asked to increase or decrease their proposed project's budget based on Rank and Review Panelists recommendations. The recommendations will be reviewed by the Youth Action Board leadership and GKCCEH Board for final approval. After final approval, awarded applicants will be announced.

Eligible and complete applications will be rated based on the Scoring Tool (see Appendix E). Criteria is based on a total of 70 points.

Appeals Process

GKCCEH notifies project applicants that have not been selected in writing and by phone. Applicants who have not been selected and meet one of the policy criteria for appeal may appeal the decision via the process described herein.

Items that CAN be appealed:

- Violation of federal guidelines on the part of GKCCEH or Rank and Review
- Violation of written policies on the part of GKCCEH or Rank and Review

Items that CANNOT be appealed:

- Errors or omissions on the part of the applicant
- Threshold not met by applicant
- Missing/late attachments or submission

Appeals must be submitted in writing via email to Marqueia Watson (mwatson@gkcceh.org) by June 6, 2024 at 5:00 PM central standard time. Appeals will be reviewed by the original Rank and Review Panelists and the decision of their review is final.

APPENDIX A - Terms & Acronyms

Term/Acronym	Description
Applicant	An eligible applicant (organization) seeking funding under the Continuum of Care annual NOFO competition or as a sub-recipient of an internal MO BoS CoC NOFO for a previously funded CoC project.
Collaborative Applicant	The eligible applicant who has been designated by the Continuum of Care to apply for a grant for Continuum of Care planning funds under this part on behalf of the Continuum.
CoC Lead Agency	Agency that is designated to carry out the activities of the CoC or grant including the fiscal and compliance activities. The Lead Agency is tasked by HUD with developing a systemic response to homelessness, and to increase capacity and improve RRH practices and performance
CCP	Coordinated Community Plan; A plan written by a CoC YHDP awardee that focuses on the needs of youth, service providers, and housing interventions that will be funded by the YHDP to address youth housing instability in their region
Coordinated Entry	A process developed to ensure that all people experiencing a housing crisis have fair and equal access to housing services and assistance. Through Coordinated Entry, households in need of assistance are quickly identified, assessed for, and referred and connected to housing and assistance based on their strengths and needs.
Diversion	A strategy that prevents homelessness for people seeking shelter by helping them identify immediate alternative housing arrangements and, if necessary, connecting them with services and financial assistance to help them return to stable and permanent housing
GKCCEH	Greater Kansas City Coalition to End Homelessness; MO-604's CoC Lead Agency, Collaborative Applicant, and HMIS Lead Agency
HUD	Department of Housing and Urban Development; federal agency dedicated to American housing needs and policy.

Term/Acronym	Description
HIC	Housing Inventory Count
HMIS	Homeless Management Information System; a local information technology system used to collect client-level data and data on the provision of housing and services to individuals and families at risk of and experiencing homelessness.
Housing First	A model of assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or a minimum income threshold)
LGBTQIA+	Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, Intersex, Asexual, and any other identities
NOFO	Notice of Funding Opportunity
PIT	Point-in-Time Count
PLE	Person(s) with Lived Experience (of homelessness)
PSH	Permanent Supportive Housing
RRH	Rapid Rehousing
TH	Transitional Housing
YHDP	Youth Homelessness Demonstration Project; a HUD initiative created to support specific communities across the nation in developing and implementing a coordinated community approach to preventing and ending youth homelessness
YYA	Youth and Young Adults; Folks aged 24 and under. Youth are minors under the age of 18, and young adults or transition-age youth are ages 18-24. This also includes YYA who are pregnant and/or caring for one or more children, including the care of minor siblings
YAB	Youth Action Board; The YAB is composed of youth and young adults aged 24 and younger who are currently or formerly experiencing homelessness. They are integral to development and integration and implementation of programming serving youth and young adults.

Term/Acronym	Description
Y4C	Youth for Change; MO-604's local Youth Action Board

APPENDIX B - YHDP Guiding Principles and Values

Value	Description
Transparency	Operating in such a way that it is easy for others to see what actions are performed and the rationale for making decisions is clearly communicated. Communicate areas of improvement in an honest and open manner. Open to receiving constructive feedback.
Reliability	Operating in a dependable way, which involves factors such as honesty, integrity, consistency, and follow-through in communication.
Timely, Meaningful Youth Engagement	Homelessness is an urgent crisis for youth experiencing it. Funded projects must make a reasonable effort to engage clients in a timely manner. Funded projects should demonstrate a commitment to accompanying youth on their housing journey, making every effort to engage them where they are, and eliminating unnecessary barriers to program access. This will likely require going into the field- applicants should anticipate this as a reality of homelessness work and funded projects should budget accordingly.
Competence	Competence across funded projects, emphasizing a comprehensive understanding and implementation of federal regulations governing the YHDP program, as well as familiarity with essential resources, is crucial. We prioritize the development of staff skills and capacities to enhance their effectiveness in working with youth. Proficiency in and adherence to best practices in human services, such as Trauma-informed Care and Motivational Interviewing, are crucial. We recognize continuous learning as indispensable for maintaining competence and encourage openness to analyzing current practices for ongoing improvement.
Equitable, Low-barrier Access	Every youth in need of housing has the same opportunity, regardless of eligibility or perceived barriers (behavioral, situational, or otherwise), to access housing and related services. The system is designed to support each household with the type and amount of support needed to address the youth's housing crisis and focuses on meeting the needs of the most vulnerable youth first.

Value	Description
Fair Housing and Non-discrimination	Ensuring that youth in need have access, through the Coordinated Entry System, to safe, stable, and affordable housing, regardless of race, color, national origin, religion, sex, age, familial status, disability, actual or perceived sexual orientation, gender identity or marital status.
Housing First	Housing First is an approach to connect youth experiencing homelessness quickly and successfully to permanent housing without preconditions and barriers to entry, including, but not limited to, sobriety, treatment, criminal justice involvement or service participation requirements. Supportive services must be offered to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry. Available supportive services should be communicated clearly to youth.
Housing-focused	The system is designed to help youth in a housing crisis achieve and maintain stable, permanent housing. At every point in the system, engagement with service providers should focus on supporting housing-focused interventions and activities which mitigate future housing instability, including but not limited to connections to healthcare and behavioral health support, case management, employment, income, transportation, documentation, benefits, and resource connection.
Data-driven Decision-making	Collecting data and feedback, analyzing it, and basing decisions on insights derived from the information. This process contrasts sharply with making decisions based on gut feeling, instinct, tradition, or theory. The quality and viability of projects will be evaluated on their individual performance as well as their ability to improve system performance for the whole system. Be willing to address discrepancies in the data.
Learning as a Cultural Practice	Curiosity is valued. YHDP projects must pursue, share, and apply new knowledge, and are engaged in on-going dialogue, opportunities, and programs that will be focused on innovation, stability, and transparency.
Youth-Centered and Strengths-Based Approaches-	Every effort is made to meet youth in need of services “where they are” in a non-authoritative, accessible, and culturally appropriate way. Youth voices and perspectives are centered in decision-making. Services are youth-directed in that each household is supported with the needed level of assistance

Value	Description
	<p>to empower them to achieve their own self-determined stability. Youth will be offered choice in housing type and location and funded projects will adhere to the geographic mobility requirements of HUD funding.</p>
Equity	<p>Anti-homelessness work is rooted in an anti-oppression framework. Equity and inclusion for marginalized and/or underrepresented groups must be central to all processes, procedures, and policies. Our CoC acknowledges systemic inequities in our community and that racism, sexism, homophobia, transphobia, ableism, xenophobia, and other forms of oppression have a direct impact on youth experiencing homelessness. YHDP funding will be allocated to serve the community rather than individual programs and should be equitably distributed to serve youth with the greatest need. Programs should be intentional about serving households within under-served communities.</p> <p>The CoC has made a commitment to continually analyze all homelessness response system data with an equity lens and develop and implement strategies to ensure both equitable access to the system as well as equitable results.</p> <p>Strategy: For youth experiencing homelessness, the YHDP planning process has been and will continue to be driven by equity and authentic youth collaboration as the key frameworks and guiding principles for all work:</p> <ul style="list-style-type: none"> ● Youth 4 Change and Youth Systems leaders attended a series of training sessions with True Colors United (TCU) that covered a range of topics designed to support equity and youth leadership in decision-making, including sustaining an equitable system; social identity and systems of oppression; and understanding power and power sharing. ● Utilized existing HMIS data to analyze prevalence of homelessness among LGBTQIA+ youth, youth of Color, undocumented youth, parenting and/or pregnant youth, and survivors of violence. ● Equity training and outcomes will be incorporated throughout YHDP project implementation, tracking of outcomes, and continuous quality improvement discussions.

Value	Description
<p>Positive Youth Development (PYD)</p>	<p>Positive youth development (PYD) is an approach that focuses on nurturing the strengths and potential of young people, rather than focusing on their problems or deficits. It emphasizes creating environments and opportunities that foster the holistic development of youth, including their physical, emotional, social, and cognitive well-being.</p> <p>At its core, PYD recognizes that all young people have assets and strengths that can be cultivated to help them thrive. It involves promoting positive relationships, providing meaningful opportunities for skill-building and learning, fostering a sense of belonging and purpose, and empowering young people to contribute to their communities in meaningful ways.</p> <p>For homeless service providers, integrating PYD into their practices is crucial for effectively supporting young people experiencing homelessness.</p> <p>Strategy:</p> <ul style="list-style-type: none"> ● Integrate youth leadership and authentically share power in decision-making at all levels ● Increase recruitment and development of Youth 4 Change and other youth-led, youth-focused efforts ● Create and support youth in owning safe spaces as participants, leaders, and creators that are safe and accessible across intersectional identities and experiences (ex: race, ethnicity, gender identity, sexual orientation, language/language dialects, youth with disabilities, etc.) ● Youth 4 Change meetings will create a safe environment by: <ul style="list-style-type: none"> ○ Ensuring there is at least 30 minutes without providers present ○ Offering extended time for peer to peer support to provide input via listening sessions ● Ensure that program staff are trained in: <ul style="list-style-type: none"> ○ Trauma-Informed Care ○ Positive Youth Development
<p>Trauma Informed Care (TIC)</p>	<p>Trauma-informed care (TIC) is an approach to service delivery that recognizes the prevalence and impact of trauma on individuals' lives. It emphasizes creating environments that are sensitive to the needs of trauma survivors,</p>

Value	Description
	<p>promoting safety, trust, empowerment, and collaboration in the healing process.</p> <p>At its core, trauma-informed care acknowledges that many individuals who experience homelessness have faced traumatic events, such as abuse, violence, loss, discrimination, or mistrust of the system which can have profound and lasting effects on their well-being. Instead of asking "What's wrong with you?" trauma-informed care asks "What happened to you?" This shift in perspective helps service providers understand and respond to the underlying causes of behavior and distress, rather than simply addressing symptoms.</p> <p>Strategies:</p> <ul style="list-style-type: none"> ● All project staff need trauma-informed care training, regardless if they are direct care staff ● All project staff need domestic violence training ● The CoC grievance policy will be adopted to ensure accountability of projects ● All project staff must complete boundaries training ● Work with older adult partners to understand histories of adultism and repair harm caused by past experiences and structures that did not value youth collaboration, engagement, and voice ● All project staff must complete de-escalation and conflict resolution training ● Projects will be intentional to not to re-traumatize youth during intake (ex: do not have an expectation to complete intake paperwork in its entirety on the first night) ● Projects must have the flexibility to adhere to that youth's needs (ex: needing a female intake worker) ● Project staff will allow for virtual case management if necessary (this allows for survivors to be safe)
Family Engagement	<p>Family engagement and reunification is a process aimed at involving families in the care and support of youth experiencing homelessness and, when appropriate and desired by the youth, facilitating the reunification of youth with their families or other supportive adults in their lives. It recognizes the importance of family connections in promoting the well-being and stability of youth, even in</p>

Value	Description
	<p>situations where family relationships may be strained or disrupted.</p> <p>When integrating family engagement and reunification into their practices, homeless service providers should prioritize the preferences and wishes of the youth involved.</p> <p>Strategies:</p> <ul style="list-style-type: none"> ● Project staff will honor youth’s choice to have a “chosen family”. ● Projects will not force youth to reunify with family if there is there is conflict and/or trauma ● Projects must offer family counseling if desired by the youth ● Projects will adopt a family-centered approach and will not split families on any grounds (ex: identity, family composition). For example, programs must not split up families who may have children and are not legally married. ● Project staff should make an effort to assist youth in safely communicating with desired family members. ● Projects will allow youth to have emotional support animals and service animals in their units. ● Project staff must provide parents and expecting parents services to cater to their needs such as providing transportation to doctor appointments, phone service, diaper assistance, and formula.
Housing First	<p>Implementing Housing First principles into the YHDP involves shifting the focus from traditional linear service models to a model that prioritizes immediate access to stable housing without preconditions, along with wraparound support services.</p> <p>To ensure that youth in YHDP have everything they need to be successful, including addressing landlord relationships, providing comprehensive services/resources, offering budget planning/guidance, and ensuring accessibility for individuals with disabilities.</p> <p>Strategies:</p> <ul style="list-style-type: none"> ● YHDP programs will offer comprehensive support services beyond just housing, including assistance with transportation, household essentials (such as

Value	Description
	<p>paper towels, toilet paper, and cooking ware), and other basic needs.</p> <ul style="list-style-type: none"> ● YHDP programs will maintain a comprehensive list of available services and resources for youth to choose from based on their individual needs and preferences. ● YHDP programs should offer budget planning and financial literacy education to help youth manage their finances and achieve long-term stability. ● YHDP programs must ensure that shelter and housing programs are accessible to individuals with different disabilities and provide resources that accommodate diverse needs. ● YHDP programs must ensure that housing location is meeting the needs of the individual client
Unsheltered Homelessness	<p>Unsheltered homelessness refers to the experience of living on the streets, in parks, vehicles, abandoned buildings, or other places not meant for human habitation. For youth who are unsheltered, the risks are especially severe. They face increased risks of exploitation, substance abuse, mental health challenges, and victimization.</p> <p>Focusing on serving youth who are unsheltered is critical because they are among the most marginalized and vulnerable members of the homeless population. By prioritizing outreach, engagement, and service provision to youth who are unsheltered, we can help ensure that they receive the support and assistance they need to transition out of homelessness.</p> <p>Strategies:</p> <ul style="list-style-type: none"> ● YHDP-funded Housing Navigators will serve as an access point for unsheltered youth to connect them to safe housing, shelter, and/or services. ● Project staff must engage in outreach to encampments, libraries, drop-in centers to connect with youth referred to their programs. ● YHDP-funded Housing Navigators will collaborate with psychiatric facilities, criminal justice system, foster care system, Mckinney-Vento Liaisons to ensure unsheltered youth have access to the youth homelessness system.
Youth Choice	Youth choice is paramount in addressing homelessness among young individuals as it respects their autonomy,

Value	Description
	<p>dignity, and unique needs. Offering choices empowers youth to actively participate in decisions regarding their housing, services, and support networks, fostering a sense of ownership and agency in their journey towards stability. Recognizing their preferences and aspirations not only enhances their engagement with support systems but also increases the likelihood of sustainable outcomes. By prioritizing youth choice, we validate their experiences and perspectives, promoting a more inclusive and effective approach to combating youth homelessness.</p> <p>Strategies:</p> <ul style="list-style-type: none"> ● Project staff must complete confidentiality and informed consent training. ● Project staff should not have contact with youth’s family without consent ● Youth will have the choice of working with case managers they feel safe with. ● Projects must have a list of the resources available that youth can opt-in to. ● Projects must inform all youth on the policies and procedures of the program. ● Projects will ensure all processes are transparently communicated to the youth. ● Projects will allow youth the choice to switch roommates due to uncomfotability or trauma. ● Youth will be given the choice of safe locations. ● Youth will be given the choice of food options based on need and desire. ● Projects will provide youth with the necessary skills to be more independent such as cooking, laundry, budgeting, time management, car maintenance, grocery shopping, credit building/repairing, paying taxes, investing, healthy spending and saving habits, healthy coping skills, building connections, creating resume, applying for jobs and government aid, negotiating salary, preparing for interview, healthy communication, active listening, self-care, balancing various aspects of their lives, advocating for themselves, health and wellness, acquiring transportation, etc.
Individualized and client-driven support	The YHDP prioritizes an individual and client-centered approach in addressing the diverse needs and preferences of young people experiencing homelessness. YHDP’s individual

Value	Description
	<p>and client-centered approach aims to empower young people experiencing homelessness by respecting their autonomy, addressing their unique needs and preferences, and promoting their safety, well-being, and self-determination.</p> <p>Strategies:</p> <ul style="list-style-type: none"> ● Projects must recognize the importance of ensuring the safety and security of young people experiencing homelessness, both within shelter environments and long term stable housing when accessing mailing services. This may involve implementing safety protocols, providing secure and confidential mailing options, and offering resources and support to help young people navigate potentially dangerous situations in their surroundings. (ex: Safe at Home location safety/ mailing service program) ● Projects must emphasize open and transparent communication with young people about their needs, preferences, and goals. This involves actively listening to their concerns, engaging in meaningful conversations about their experiences and aspirations, and involving them in decision-making processes regarding the services and support they receive. ● Projects must accommodate youth’s dietary preferences and restrictions. This may involve offering a diverse range of meal options, accommodating specific dietary restrictions (ex: vegetarian, vegan, gluten-free), and partnering with community organizations to provide culturally appropriate food options. ● Projects must acknowledge the significance of respecting and accommodating the religious and spiritual beliefs of young people experiencing homelessness. This may involve providing space and resources for prayer or religious observance, facilitating access to religious communities and support networks, and ensuring that housing and shelter programs are inclusive and respectful of diverse religious traditions.
Social and Community Integration	Creating meaningful opportunities for youth experiencing homelessness to participate in community activities is crucial for their social integration, personal development, and overall well-being.

Value	Description
	<p>Strategies:</p> <ul style="list-style-type: none"> ● Projects will incorporate cultural-specific activities into programming. ● Projects will assist youth in finding volunteer and/or job opportunities. ● Projects will establish peer support and mentorship programs where youth with lived experience of homelessness can guide and support other youth experiencing homelessness. These programs can provide valuable guidance, encouragement, and a sense of belonging.
Coordinated Entry	<p>Coordinated Entry strategy within the YHDP aims to ensure that young people experiencing homelessness have equitable access to housing and services, prioritize those with the highest needs and vulnerabilities, and facilitate efficient and coordinated responses across the homeless service system.</p> <p>Strategies:</p> <ul style="list-style-type: none"> ● YHDP-funded Housing Navigators will ensure eligible youth are connected to the CES and placed on the community by-name list (BNL). ● YHDP-funded Housing Navigators will be connected to Safe Place locations and trained to help youth navigate both Coordinated Entry and the TLP application process. ● Projects are encouraged to operate during hours that work best for youth, which may mean operating with extended or non-traditional hours. ● Projects will give youth the choice on where they would like to live. ● Projects will be transparent with youth on their housing options and connecting them with all viable options.
Educational Partnerships	<p>Educational partnerships play a pivotal role in supporting youth experiencing homelessness by providing them with stability, resources, and opportunities for growth. These partnerships bridge the gap between homelessness and education, offering essential services such as counseling, academic support, and access to necessary supplies. Collaborations between schools, shelters, community organizations, and government agencies create a holistic support network, addressing the complex needs of homeless youth beyond academics. By fostering these partnerships, we</p>

Value	Description
	<p>not only empower these young individuals with education but also instill hope, resilience, and a pathway to a brighter future.</p> <p>Strategies:</p> <ul style="list-style-type: none">● Youth 4 Change will present at local schools on youth homelessness and offer resources.● YHDP-funded Housing Navigators will partner with McKinney-Vento Liaisons.● Projects should provide transportation to educational opportunities.● Projects should assist youth in obtaining electronic needs to ensure they are properly equipped.

APPENDIX C - Project Type Detailed Information

Project Type	Description
<p>Supportive Services Only (SSO) - Housing Navigation</p>	<p>This project type will provide youth with a consistent point of contact to help navigate multiple systems and connect them to multiple resources to meet their needs. Systems navigation could include housing, homeless response, education, employment, health, behavioral health, and more. Peer navigation and support are crucial elements of this model. Staff responsibilities will include conducting outreach, engagement, and relationship building with young people, housing and/or systems navigation, case management, providing supportive services and referrals for resources, including transportation as needed; and HMIS data collection.</p> <p>A Housing Navigator will also be connected to Safe Place locations and trained to help youth navigate both Coordinated Entry and the TLP application process. Projects are encouraged to operate during hours that work best for youth, which may mean operating with extended or non-traditional hours.</p> <p>Supportive services that should be provided through this project include:</p> <ul style="list-style-type: none"> ● Outreach services, including access to culturally competent and LGBTQIA+ hygiene materials and clothing ● Assessment of service needs, including public benefits and connections to SOAR ● Food (with options to access food that meet dietary needs and client choice) ● Case management (youth-led and voluntary) ● Housing counseling services ● Life skills (e.g., credit repair, financial literacy) ● Transportation ● Utility costs

	<ul style="list-style-type: none"> ● Connections to child care options ● Connections to education services and employment assistance ● Connections to substance abuse treatment, mental health, and outpatient health services ● Legal services <p>Recommendation is 1:25 staff/client ratio. Staffing will be 2 FTE and will cost \$220,000-\$250,000 over the two year grant period. Applicants should also request funding for supportive services up to \$50,000 over the two year grant period.</p>
Transitional Housing (TH)	<p>Transitional Housing provides up to 24 months of supportive housing with services. TH should provide a supportive environment for youth to expand life skills such as budgeting, financial literacy, maintaining an apartment, and job training. The YHDP TH model should include intensive case management with a menu of supportive service options to best meet each client’s needs.</p> <p>YHDP TH will be most impactful as a flexible model of short- to medium-term housing. This means offering a traditional TH model (up to 24 months of supportive housing and services) and crisis TH model (shorter term housing focused on emergency housing crisis response and stabilization). This can be accomplished through one project that offers both crisis or traditional TH beds, or through separate crisis TH and traditional TH projects funded by YHDP.</p> <p>YHDP TH can be either a scatter site or congregate model. For congregate TH, fostering a sense of community and robust access to on-site resources is essential. For scatter site TH, fostering a sense of independence, respecting privacy, and supporting community connection is key.</p> <p>While youth are in TH, they receive supportive services, which should include:</p> <ul style="list-style-type: none"> ● Assessment of service needs, including public benefits and connections to SOAR ● Assistance with moving costs ● Food (with options to access food that meet dietary needs and client choice)

	<ul style="list-style-type: none"> ● Case management (youth-led and voluntary) ● Life skills (e.g., credit repair, financial literacy, preparing youth to live independently) ● Transportation ● Utility deposits ● Connections to child care ● Connections to education services and employment assistance ● Connections to substance abuse treatment, mental health, and outpatient health services ● Legal services <p>The YHDP funded TH project(s) should offer peer groups, peer support, and opportunities for community activities and social events in addition to the above services. Opportunities to build or repair support systems such as family engagement support will be offered but never required.</p> <p>Staff responsibilities will include conducting outreach and building relationships with program participants, housing navigation, assessing service needs, developing housing and service plans, case management, providing supportive services and coordinating access to needed care and resources, and HMIS data collection.</p> <p>Recommendation is 1:15 staff/client ratio. Staffing will be 1 FTE and will cost \$110,000-\$130,000 over the two year grant period.</p>
Rapid Rehousing (RRH)	<p>Rapid Rehousing is a housing model where youth can choose to live where they want and receive financial assistance and services. The YHDP RRH project will utilize YHDP special flexibilities to provide financial assistance and services for up to 36 months. Housing is a scattered site model (where the youth chooses a unit in the community). Financial support and supportive services adjust over time based on YYA need. YHDP RRH may utilize a shared housing model.</p>

	<p>While youth are in RRH, they receive supportive services, which should include:</p> <ul style="list-style-type: none"> ● Outreach ● Housing/counseling services ● Assessment of service needs, including public benefits and connections to SOAR ● Assistance with moving costs (housing start up) ● Food (with options to access food that meet dietary needs and client choice) ● Case management (youth-led and voluntary) ● Life skills (e.g., credit repair, financial literacy, preparing youth to live independently) ● Transportation ● Utility deposits ● Connections to child care ● Connections to education services and employment assistance ● Connections to substance abuse treatment, mental health, and outpatient health services ● Legal services <p>The YHDP funded RRH project should offer peer groups, peer support, and opportunities for community activities and social events in addition to the above services. Opportunities to build or repair support systems such as family engagement support will be offered but never required or pushed onto youth (safe and appropriate).</p> <p>Recommendation is 1:15 staff/client ratio. Staffing will be 1 FTE and will cost \$110,000-\$130,000 over the two year grant period.</p>
<p>Permanent Supportive Housing (PSH)</p>	<p>Permanent Supportive Housing provides non-time-limited permanent housing with a high-level of supportive services. All youth served in PSH must have a documented disability.</p> <p>Program participants pay a percentage of their income towards rent for an indefinite period of time (this can be \$0 if the young person's income is \$0). Units can be site-based or scattered sites.</p> <p>While youth are in PSH, they receive supportive services, which should include:</p> <ul style="list-style-type: none"> ● Outreach services

- Assistance with moving costs (housing start up)
- Assessment of service needs, including public benefits and connections to SOAR
- Food (with options to access food that meet dietary needs and client choice)
- Case management (youth-led and voluntary)
- Life skills (e.g., credit repair, financial literacy)
- Transportation
- Utility deposits
- Connections to education services and employment assistance
- Connections to substance abuse treatment, mental health, and outpatient health services
- Legal services

The YHDP funded PSH project should offer peer groups, peer support, and opportunities for community activities and social events in addition to the above services. Opportunities to build or repair support systems such as family engagement support will be offered but never required.

Recommendation is 1:15 staff/client ratio. Staffing will be 1 FTE and will cost \$110,000-\$130,000 over the two year grant period.

APPENDIX D - Homeless Definitions

<p>Category 1</p>	<p>Literally Homeless</p>	<p>Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:</p> <ol style="list-style-type: none"> 1. Has a primary nighttime residence that is a public or private place not meant for human habitation; 2. Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or 3. Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution
<p>Category 2</p>	<p>Imminent Risk of Homelessness</p>	<p>Individual or family who will imminently lose their primary nighttime residence, provided that:</p> <ol style="list-style-type: none"> 1. Residence will be lost within 14 days of the date of application for homeless assistance; 2. No subsequent residence has been identified; and 3. The individual or family lacks the resources or support networks needed to obtain other permanent housing
<p>Category 4</p>	<p>Fleeing/Attempting to Flee DV</p>	<p>Any individual or family who:</p> <ol style="list-style-type: none"> 1. Is fleeing, or is attempting to flee, domestic violence; 2. Has no other residence; and 3. Lacks the resources or support networks to obtain other permanent housing

APPENDIX E- Scoring Tools

Narrative Scoring Rubric:

1 Point (Poor)	2 Points (Fair)	3 Points (Average)	4 Points (Good)	5 Points (Excellent)
Lacks clarity, coherence, and fails to address the question. Narrative contains inconsistencies and/or lacks supporting evidence.	Meets some of the requirements, but may lack depth or detail in certain areas. It may demonstrate a basic understanding, but may not answer the question fully. May contain some inconsistencies or areas needing improvement.	Provides a satisfactory response to the question, including some level of detail and specificity. Generally addresses the main components adequately. However, it may lack innovation and creativity.	Exceeds the minimum requirements. May incorporate innovative approaches to enhance its effectiveness.	Outstanding proposal that surpasses expectations and demonstrates exceptional quality in all aspects.

Interview Scoring Rubric:

1	2	3	4	5	6	7	8	9	10
Extremely Dissatisfied	Very Dissatisfied	Dissatisfied	Somewhat Dissatisfied	Neutral	Somewhat Satisfied	Satisfied	Very Satisfied	Extremely satisfactory	Completely Satisfied

Scoring Tool for Rank and Review Panelists:

Question	Points	Question	Points
1		7	
2		8	
3		9	
4		10	
5		11	
6		12	
		Interview	
Total			