

## Before Starting the Project Application

**To ensure that the Project Application is completed accurately, ALL project applicants should review the following information BEFORE beginning the application.**

### Things to Remember

- Additional training resources can be found on the HUD Exchange at <https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/> - Program policy questions and problems related to completing the application in e-snaps may be directed to HUD via the HUD Exchange Ask A Question.
- Project applicants are required to have a Data Universal Numbering System (DUNS) number and an active registration in the Central Contractor Registration (CCR)/System for Award Management (SAM) in order to apply for funding under the Fiscal Year (FY) 2018 Continuum of Care (CoC) Program Competition. For more information see FY 2018 CoC Program Competition NOFA.
- To ensure that applications are considered for funding, applicants should read all sections of the FY 2018 CoC Program NOFA and the FY 2017 General Section NOFA.
- Detailed instructions can be found on the left menu within e-snaps. They contain more comprehensive instructions and so should be used in tandem with onscreen text and the hide/show instructions found on each individual screen.
- Before starting the project application, all project applicants must complete or update (as applicable) the Project Applicant Profile in e-snaps.
- Carefully review each question in the Project Application. Questions from previous competitions may have been changed or removed, or new questions may have been added, and information previously submitted may or may not be relevant. Data from the FY 2017 Project Application will be imported into the FY 2018 Project Application; however, applicants will be required to review all fields for accuracy and to update information that may have been adjusted through the post award process or a grant agreement amendment. Data entered in the post award and amendment forms in e-snaps will not be imported into the project application.
- Expiring Shelter Plus Care projects requesting renewal funding for the first time under 24 CFR part 578, and rental assistance projects can only request the number of units and unit size as approved in the final HUD-approved Grant Inventory Worksheet (GIW).
- Expiring Supportive Housing Projects requesting renewal funding for the first time under 24 CFR part 578, transitional housing, permanent supportive housing with leasing, rapid re-housing, supportive services only, renewing safe havens, and HMIS can only request the Annual Renewal Amount (ARA) that appears on the CoC's HUD-approved GIW. If the ARA is reduced through the CoC's reallocation process, the final project funding request must reflect the reduced amount listed on the CoC's reallocation forms.
- HUD reserves the right to reduce or reject any renewal project that fails to adhere to 24 CFR part 578 and the application requirements set forth in the FY 2018 CoC Program Competition NOFA.

## 1A. SF-424 Application Type

**1. Type of Submission:** Application

**2. Type of Application:** Renewal Project Application

**If "Revision", select appropriate letter(s):**

**If "Other", specify:**

**3. Date Received:** 08/23/2018

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:** CT0304

**This is the first 6 digits of the Grant Number, known as the PIN, that will also be indicated on Screen 3A Project Detail. This number must match the first 6 digits of the grant number on the HUD approved Grant Inventory Worksheet (GIW).**

**Check to confirm that the Federal Award Identifier has been updated to reflect the most recently awarded grant number**

**6. Date Received by State:**

**7. State Application Identifier:**

## 1B. SF-424 Legal Applicant

### 8. Applicant

**a. Legal Name:** Connecticut Department of Housing

**b. Employer/Taxpayer Identification Number (EIN/TIN):** 32-0410548

	<b>c. Organizational DUNS:</b>	078847898	<b>PLUS 4</b>	
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### d. Address

**Street 1:** 505 Hudson Street

**Street 2:** 2nd Floor

**City:** Hartford

**County:** Hartford

**State:** Connecticut

**Country:** United States

**Zip / Postal Code:** 06106

### e. Organizational Unit (optional)

**Department Name:** Department of Housing

**Division Name:**

### f. Name and contact information of person to be contacted on matters involving this application

**Prefix:** Mr.

**First Name:** Steve

**Middle Name:**

**Last Name:** DiLella

**Suffix:**

**Title:** Director, Individual and Family Support Program Unit

**Organizational Affiliation:** CT Department of Housing

**Telephone Number:** (860) 270-8081

**Extension:**  
**Fax Number:** (860) 706-5741  
**Email:** [steve.dilella@ct.gov](mailto:steve.dilella@ct.gov)

## 1C. SF-424 Application Details

**9. Type of Applicant:** A. State Government

**10. Name of Federal Agency:** Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Title:** CoC Program

**CFDA Number:** 14.267

**12. Funding Opportunity Number:** FR-6200-N-25

**Title:** Continuum of Care Homeless Assistance Competition

**13. Competition Identification Number:**

**Title:**

## 1D. SF-424 Congressional District(s)

**14. Area(s) affected by the project (State(s) only):** Connecticut  
(for multiple selections hold CTRL key)

**15. Descriptive Title of Applicant's Project:** Coordinated Access Network DOH 211

**16. Congressional District(s):**

**a. Applicant:** CT-005, CT-001, CT-002, CT-003, CT-004  
(for multiple selections hold CTRL key)

**b. Project:** CT-005, CT-001, CT-002, CT-003, CT-004  
(for multiple selections hold CTRL key)

**17. Proposed Project**

**a. Start Date:** 07/01/2019

**b. End Date:** 06/30/2020

**18. Estimated Funding (\$)**

**a. Federal:**

**b. Applicant:**

**c. State:**

**d. Local:**

**e. Other:**

**f. Program Income:**

**g. Total:**

## 1E. SF-424 Compliance

**19. Is the Application Subject to Review By State Executive Order 12372 Process?** b. Program is subject to E.O. 12372 but has not been selected by the State for review.

**If "YES", enter the date this application was made available to the State for review:**

**20. Is the Applicant delinquent on any Federal debt?** No

**If "YES," provide an explanation:**

## 1F. SF-424 Declaration

By signing and submitting this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

I AGREE:

### 21. Authorized Representative

**Prefix:** Commissioner

**First Name:** Evonne

**Middle Name:**

**Last Name:** Klein

**Suffix:**

**Title:** Commissioner

**Telephone Number:** (860) 270-8236  
**(Format: 123-456-7890)**

**Fax Number:** (860) 706-5741  
**(Format: 123-456-7890)**

**Email:** evonne.klein@ct.gov

**Signature of Authorized Representative:** Considered signed upon submission in e-snaps.

**Date Signed:** 08/23/2018



# 1G. HUD 2880

**Applicant/Recipient Disclosure/Update Report - Form 2880**  
**U.S. Department of Housing and Urban Development**  
**OMB Approval No. 2510-0011 (exp.11/30/2018)**

## Applicant/Recipient Information

### 1. Applicant/Recipient Name, Address, and Phone

**Agency Legal Name:** Connecticut Department of Housing

**Prefix:**

**First Name:** Evonne

**Middle Name:**

**Last Name:** Klein

**Suffix:**

**Title:** Commissioner

**Organizational Affiliation:** Connecticut Department of Housing

**Telephone Number:** (860) 270-8236

**Extension:**

**Email:** evonne.klein@ct.gov

**City:** Hartford

**County:** Hartford

**State:** Connecticut

**Country:** United States

**Zip/Postal Code:** 06106

**2. Employer ID Number (EIN):** 32-0410548

**3. HUD Program:** Continuum of Care Program

**4. Amount of HUD Assistance Requested/Received:** \$289,304.00

(Requested amounts will be automatically entered within applications)

**5. State the name and location (street address, city and state) of the project or activity:** Coordinated Access Network DOH 211 505 Hudson Street Hartford Connecticut

Refer to project name, addresses and CoC Project Identifying Number (PIN) entered into the attached project application.

**Part I Threshold Determinations**

**1. Are you applying for assistance for a specific project or activity?** Yes  
 (For further information, see 24 CFR Sec. 4.3).

**2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9.** Yes

**Part II Other Government Assistance Provided or Requested/Expected Sources and Use of Funds**

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/Local Agency Name and Address	Type of Assistance	Amount Requested / Provided	Expected Uses of the Funds
Department of Housing 505 Hudson St Hartford, CT 06106	Rapid Rehousing	\$1,940,920.00	rental assistance and support services for homeless households
Department of Housing 505 Hudson St Hartford, CT 06106	Coordinated Access	2500000.0	support services and backbone support for statewide coordinated entry programs
Department of Housing 505 Hudson St Hartford, CT 06106	YHDP Rapid Rehousing grant	\$1,021,011.00	security deposits (HUD HOME) and support services
Department of Housing 505 Hudson St Hartford, CT 06106	YHDP Planning grant	\$9,522.00	YHDP planning activities match - Learning Collaborative
Melville Charitable Trust 55 Church Street New Haven, CT 06510	YHDP Planning grant	\$30,000.00	YHDP planning activities (SDM & 100 Days) grants to contractor/sub

**Part III Interested Parties**

You must disclose:

1. All developers, contractors, or consultants involved in the application for the assistance or in

the planning, development, or implementation of the project or activity and  
 2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation	Financial Interest in Project/Activity (\$)	Financial Interest in Project/Activity (%)
AIDS CT	22-3014883	Rental Assistance Fiduciary	\$932,106.00	22%
BH Care	22-2598799	Support Service Provider	\$86,428.00	2%
Center for Human Development	04-2503926	Support Service Provider	\$96,596.00	2%
Community Health Resources	06-6082527	Support Service Provider	\$61,008.00	1%
Community Renewal Team	06-0795640	Support Service Provider	\$101,673.00	2%

**Certification**

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional nondisclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

**I AGREE:**

**Name / Title of Authorized Official:** Evonne Klein, Commissioner

**Signature of Authorized Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 07/23/2018

# 1H. HUD 50070

## HUD 50070 Certification for a Drug Free Workplace

**Applicant Name:** Connecticut Department of Housing

**Program/Activity Receiving Federal Grant Funding:** CoC Program

**Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:**

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:	
a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.	e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
b. Establishing an on-going drug-free awareness program to inform employees --- (1) The dangers of drug abuse in the workplace (2) The Applicant's policy of maintaining a drug-free workplace; (3) Any available drug counseling, rehabilitation, and employee assistance programs; and (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.	f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted --- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;	g. Making a good faith effort to continue to maintain a drugfree workplace through implementation of paragraphs a. thru f.
d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will --- (1) Abide by the terms of the statement; and (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;	

### Sites for Work Performance.

The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Workplaces, including addresses, entered in the attached project application.  
 Refer to addresses entered into the attached project application.

**I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and**

X

**accurate.**

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

**Authorized Representative**

**Prefix:** Commissioner

**First Name:** Evonne

**Middle Name**

**Last Name:** Klein

**Suffix:**

**Title:** Commissioner

**Telephone Number:** (860) 270-8236  
**(Format: 123-456-7890)**

**Fax Number:** (860) 706-5741  
**(Format: 123-456-7890)**

**Email:** evonne.klein@ct.gov

**Signature of Authorized Representative:** Considered signed upon submission in e-snaps.

**Date Signed:** 08/23/2018

## **CERTIFICATION REGARDING LOBBYING**

### **Certification for Contracts, Grants, Loans, and Cooperative Agreements**

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### **Statement for Loan Guarantees and Loan Insurance**

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file

**the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.**

**I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate:**

X
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**Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)**

**Applicant's Organization:** Connecticut Department of Housing

**Name / Title of Authorized Official:** Evonne Klein, Commissioner

**Signature of Authorized Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 08/23/2018

# 1J. SF-LLL

**DISCLOSURE OF LOBBYING ACTIVITIES**  
**Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352.**  
**Approved by OMB0348-0046**

HUD requires a new SF-LLL submitted with each annual CoC competition and completing this screen fulfills this requirement.

Answer "Yes" if your organization is engaged in lobbying associated with the CoC Program and answer the questions as they appear next on this screen. The requirement related to lobbying as explained in the SF-LLL instructions states: "The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action."

Answer "No" if your organization is NOT engaged in lobbying.

**Does the recipient or subrecipient of this CoC grant participate in federal lobbying activities (lobbying a federal administration or congress) in connection with the CoC Program?** No

**Legal Name:** Connecticut Department of Housing  
**Street 1:** 505 Hudson Street  
**Street 2:** 2nd Floor  
**City:** Hartford  
**County:** Hartford  
**State:** Connecticut  
**Country:** United States  
**Zip / Postal Code:** 06106

**11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.**

I certify that this information is true and complete.



**Authorized Representative**

**Prefix:** Commissioner

**First Name:** Evonne

**Middle Name:**

**Last Name:** Klein

**Suffix:**

**Title:** Commissioner

**Telephone Number:** (860) 270-8236  
**(Format: 123-456-7890)**

**Fax Number:** (860) 706-5741  
**(Format: 123-456-7890)**

**Email:** evonne.klein@ct.gov

**Signature of Authorized Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 08/23/2018

## **Information About Submission without Changes**

**After Part 1 is completed; including this screen, Recipient Performance screen, and Renewal Grant Consolidation screen, then Parts 2-6, are available for review as "Read-Only;" except for 3A, 7A and 7B which are mandatory for all projects to update. After project applicants finish reviewing all screens, they will be guided to a "Submissions without Changes" Screen. At this screen, if applicants decide no edits or updates are required to any screens other than the mandatory questions, they can submit without changes. However, if changes to the application are required, e-snaps allows applicants to open individual screens for editing, rather than the entire application. After project applicants select the screens they intend to edit via checkboxes, click "Save" and those screens will be available for edit. Importantly, once an applicant makes those selections and clicks "Save" the applicant cannot uncheck those boxes.**

**If the project is a first-time renewal or selects "Fully Consolidated" on the Renewal Grants Consolidation screen, the "Submit Without Changes" function is not available, and applicants must input data into the application for all required fields relevant to the component type.**

## Recipient Performance

**1. Has the recipient successfully submitted the APR on time for the most recently expired grant term related to this renewal project request?** No

**Explain why the APR for the most recently expired grant term related to this renewal project request has not been submitted.**

This project is a first-time renewal. The date range of Year 1 is from 7/1/2018 to 6/30/2019. The Year 1 APR will be submitted within 90 days of the end of the grant term.

**2. Does the recipient have any unresolved HUD Monitoring and/or OIG Audit findings concerning any previous grant term related to this renewal project request?** No

**3. Has the recipient maintained consistent Quarterly Drawdowns for the most recent grant term related to this renewal project request?** No

**Explain why the recipient has not maintained consistent Quarterly Drawdowns for the most recent grant term related to this renewal project request.**

This project is a first-time renewal. The date range of Year 1 is from 7/1/2018 to 6/30/2019; therefore, the project is still in its first quarter. We anticipate throughout the duration of the project that Quarterly Drawdowns will be maintained consistently.

**4. Have any Funds been recaptured by HUD for the most recently expired grant term related to this renewal project request?** No

## Renewal Grant Consolidation Screen

HUD encourages the consolidation of renewal grants. As part of the FY 2018 CoC Program project application process, project applicants can request their eligible renewal projects to be part of a Renewal Grant Consolidation. This process can consolidate up to 4 renewal grants into 1 consolidated grant. This means recipients no longer must wait for grant amendments to consolidate grants. All projects that are part of a renewal grant consolidation must expire in Calendar Year (CY) 2019, as confirmed on the FY 2018 Final GIW, must be to the same recipient, and must be for the same component and project type (i.e., PH-PSH, PH-RRH, Joint TH/PH-RRH, TH, SSO, SSO-CE or HMIS).

1. Is this project application requesting to be part of a renewal grant consolidation in the FY 2018 CoC Program Competition?  No  
If “No” click on “Next” or “Save & Next” below to move to the next screen.

## 2A. Project Subrecipients

This form lists the subrecipient organization(s) for the project. To add a subrecipient, select the  icon. To view or update subrecipient information already listed, select the view  option.

**Total Expected Sub-Awards:** \$289,304

Organization	Type	Type	Sub-Award Amount
United Way of Connecticut	M. Nonprofit with 501C3 IRS Status		\$289,304

## 2A. Project Subrecipients Detail

**a. Organization Name:** United Way of Connecticut

**b. Organization Type:** M. Nonprofit with 501C3 IRS Status

**c. Employer or Tax Identification Number:** 06-1084194

	<b>* d. Organizational DUNS:</b>	784959371	<b>PLUS 4</b>	
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### e. Physical Address

**Street 1:** 1344 Silas Deane Hwy, Ste. #306

**Street 2:**

**City:** Rocky Hill

**State:** Connecticut

**Zip Code:** 06067

**f. Congressional District(s):** CT-005, CT-001, CT-002, CT-003, CT-004  
(for multiple selections hold CTRL key)

**g. Is the subrecipient a Faith-Based Organization?** No

**h. Has the subrecipient ever received a federal grant, either directly from a federal agency or through a State/local agency?** Yes

**i. Expected Sub-Award Amount:** \$289,304

### j. Contact Person

**Prefix:** Mr.

**First Name:** Richard

**Middle Name:** J.

**Last Name:** Porth

**Suffix:**

**Title:** President and CEO

**E-mail Address:** richard.porth@ctunitedway.org

**Confirm E-mail Address:** richard.porth@ctunitedway.org

**Phone Number:** 860-571-7500

**Extension:**

**Fax Number:** 860-571-7525

## 3A. Project Detail

**1. Project Identification Number (PIN) of expiring grant:** CT0304

(e.g., the "Federal Award Identifier" indicated on form 1A. Application Type)

**2a. CoC Number and Name:** CT-505 - Connecticut Balance of State CoC

**2b. CoC Collaborative Applicant Name:** Connecticut Department of Mental Health and Addiction Services

**3. Project Name:** Coordinated Access Network DOH 211

**4. Project Status:** Standard

**5. Component Type:** SSO

**6. Does this project use one or more properties that have been conveyed through the Title V process?** No

**7. Will this renewal project be part of a new application for a Renewal Expansion Grant?** No



### 3B. Project Description

**1. Provide a description that addresses the entire scope of the proposed project.**

Funding will support the state’s Coordinated Access Network’s (CAN) point-of-entry for households experiencing a housing crisis throughout the State of CT. United Way of Connecticut’s 211 system provides 24-hr referrals to basic needs such as food, clothing, shelter, health & disability services, housing, substance abuse & mental health services, etc. using the state’s largest & most comprehensive human service database. The database is comprised of 4,100 agencies providing 40,000+ programs. In addition, 2-1-1 operates as a 24-hr crisis intervention service for suicide, abuse, DV & other emergencies. All information is confidential.

Since CAN’s implementation, 211 has been a necessary component to ensure system functioning. 211 offers first-level diversion to callers to resolve a housing crisis, and has the capacity to provide services to any homeless subpopulation. If 211 is unable to resolve the crisis, the caller is offered an appointment with 1 of 8 CANs throughout the state. Communication between 211 & the local CAN is coordinated via statewide HMIS. At local assessment sites, providers complete an in-person assessment using a common tool to prioritize individuals & families for appropriate housing interventions. A statewide By Name List housing registry, filtered by region, is kept in HMIS, which allows for sharing of client information to ensure client choice in housing.

In the past year, 211 received 324,303 service requests. Of these service requests, 93,634 (28.9%) were for Housing and Shelter. Of the Housing and Shelter requests, 50,672 (54.1%) requests involved Shelter and 11,543 (12.3%) involved low cost housing. Of these calls, 211 referred approx. 29,306 households to local CANs. The expertise provided by 211 is invaluable for connecting callers to resources for prevention & diversion, which reduces unnecessary burden on limited homeless resources.

Throughout the state over 60+ agencies participate in the CANs including municipalities, hospitals, outreach, ES, RRH, & PSH providers. A sample of local providers include: Columbus House, Beth-El, Community Renewal Team, South Park Inn, Mercy Housing Corp., Community Health Resources, Liberty Community Services, Youth Continuum, CT Mental Health Center, & Capitol Region Mental Health. All of these organizations participate directly with 211.

The implementation of the CAN and a single point-of-entry model has been successful. The number of CH individuals (312 indivs.) decreased 69% since 2014, and decreased 15% from 2017. Almost 75% of those identified as CH were in the process of securing housing. The 2018 PIT identified a 25% decrease in overall homeless since 2007, and a 6% decrease in family homelessness since 2017. No unsheltered families were identified.

**2. Does your project have a specific population focus? Yes**

**2a. Please identify the specific population focus. (Select ALL that apply)**

Chronic Homeless	<input checked="" type="checkbox"/>	Domestic Violence	<input checked="" type="checkbox"/>
Veterans	<input checked="" type="checkbox"/>	Substance Abuse	<input checked="" type="checkbox"/>
Youth (under 25)	<input checked="" type="checkbox"/>	Mental Illness	<input checked="" type="checkbox"/>
Families with Children	<input checked="" type="checkbox"/>	HIV/AIDS	<input checked="" type="checkbox"/>
		Other (Click 'Save' to update)	<input type="checkbox"/>

Other:

**3. Housing First**

**3a. Does the project quickly move participants into permanent housing** Yes

**3b. Does the project ensure that participants are not screened out based on the following items? Select all that apply.**

Having too little or little income	<input checked="" type="checkbox"/>
Active or history of substance use	<input checked="" type="checkbox"/>
Having a criminal record with exceptions for state-mandated restrictions	<input checked="" type="checkbox"/>
History of victimization (e.g. domestic violence, sexual assault, childhood abuse)	<input checked="" type="checkbox"/>
None of the above	<input type="checkbox"/>

**3c. Does the project ensure that participants are not terminated from the program for the following reasons? Select all that apply.**

Failure to participate in supportive services	<input checked="" type="checkbox"/>
Failure to make progress on a service plan	<input checked="" type="checkbox"/>
Loss of income or failure to improve income	<input checked="" type="checkbox"/>
Any other activity not covered in a lease agreement typically found for unassisted persons in the project's geographic area	<input checked="" type="checkbox"/>
None of the above	<input type="checkbox"/>

**3d. Does the project follow a "Housing First" approach?** Yes

**4. Please select the type of SSO Project:** Coordinated Entry

**4a. Will the coordinated entry process funded in part by this grant cover the CoC's entire geographic area?** Yes

**4b. Will the coordinated entry process funded in part by this grant be easily accessible?** Yes

**4c. Describe the advertisement strategy for the coordinated entry process and how it is designed to reach those with the highest barriers to accessing assistance.**

The statewide 211 system serves as the entry point to 8 Coordinated Access Networks (CANs) throughout the state. All service providers and statewide communications identify 211 as the initial point of contact. 211 is accessed by phone/web and is publicized through print & electronic media. To identify & engage those least likely to access services, 211 offers online info in 31 languages, connections to mainstream systems such as behavioral health services, food/clothing pantries, soup kitchens, transportation & utility assistance. In addition to having bi-lingual staff, 2-1-1 subscribes to an interpreter service which can interpret up to 200 languages. TTY services are also available. To enhance communication, 211 Connecticut offers online Live Chat during core business hours, currently 9am – 3 pm. Live Chat allows users of the 211 website to connect with a professional contact specialist via computer or mobile device. Live Chat provides instant messaging for help navigating the website, questions about resources and another channel to access traditional information, assessment and referral support, previously available only by telephone. Individuals can start a Live Chat session or search the 211 database on the website, [www.211ct.org](http://www.211ct.org).

Information about how to access 211/CAN is available at community-based organizations across the CoC. CANs have developed a marketing brochure explaining the CAN process in easy-to-understand language. This brochure can be disseminated at community events, resource fairs, and to consumers of partnering agencies. DOH, CT Coalition to End Homelessness, Partnership for Strong Communities, 211, and local homeless providers regularly conduct trainings for community partners and peripheral systems of care (hospitals, Dept. of Corrections, mental health agencies, Community Health Centers, civic groups, etc.) regarding the CAN process. Federally funded PATH outreach & locally funded outreach teams have been trained to ensure that individuals who are the most vulnerable have direct pathways to CAN housing resources. CANs use standardized assessment tool (VI-SPDAT) to identify needs, and data systems to direct people to resources. All 8 CANs maintain by-name lists & prioritize those homeless the longest & with the most service needs.

**4d. Does the coordinated entry process use a comprehensive, standardized assessment process?** Yes

**4e. Describe the referral process and how the coordinated entry process**

**ensures that participants are directed to appropriate housing and/or services.**

The referral process for homeless resources is coordinated through the following steps:

- CANs have established referral protocols for scheduling initial assessments using staff from participating agencies. Locally, CANs manage the availability of appointments based upon client need and staffing availability. Most CAN assessment locations use block scheduling to maximize staff time. CT data is in alignment with national data indicating that approximately 50% of individuals do not attend a CAN assessment appointment.
- CANs have identified locations to identify individuals, families, youth, veterans, and household experiencing domestic violence. When possible, assessment locations serve multiple populations to ensure a “no wrong door” approach.
- The primary purpose of a CAN Assessment is to assess the client's needs and to divert away from shelter whenever possible. Locally, providers have leveraged private and public funding to offer financial assistance to resolve a household's housing crisis, and divert individuals and families from emergency shelter.
- All CANs have protocols for referral to shelter beds when available, and prioritized lists are maintained when beds are unavailable.
- HMIS is a primary component for coordination of CAN Assessments, and is utilized by both 211 and all staff during CAN assessments. Comparative data from HMIS is also reported and reviewed by statewide partners related to CAN functioning such as length of time from 211 contact to CAN Assessment, number of attended CAN assessments, and diversion rates.

To ensure access to all available resources, the following efforts have been coordinated:

- The VI-SPDAT is the common assessment tool administered by shelter providers after a household is enrolled in shelter for 2 weeks. CT has adopted the recommended best practice of administering the tool using HMIS indicators to calculate the average number of days a client self-resolves housing. In CT the average time for an individual to self-resolve is 2 weeks.
- All outreach & PATH providers are able to administer the VI-SPDAT immediately upon encountering an individual staying in a place not meant for human habitation. CANs have regular local meetings of outreach staff to ensure outreach coverage is available across the CAN in the event that an individual staying outside is identified. This individual can be connected to resources as quickly as possible.
- CANs have streamlined the referral process to access PSH & RRH resources through the creation of housing matching meetings.
- All HUD CoC, ESG, and state-funded housing resources have been aligned and require that access to these housing resources come from the CAN. Resources are identified by funding source and tools such as the Housing

Inventory Chart.

- If an individual or family is not connected to any mainstream services, some CAN's will identify a navigator to assist the individual/family with obtaining homeless and disability verification.

Statewide partners have conducted extensive educational campaigns to ensure that housing programs are only requiring the minimal documentation required by funders and administrative plans. This is meant to reduce barriers to access housing.

To ensure client choice, the following protocols have been established:

- Case managers, clinical staff, case managers, PSH providers, and RRH providers attend housing matching meetings to case conference about clients' needs and appropriate fit to housing based on client choice. Housing matching meetings utilize HUD's prioritization policies to maximize housing access for those who are long-term stayers and the most vulnerable.
- CANs recognize that as a result of homelessness, individuals and families can be displaced from their location of origin or they may choose to relocate for a variety of reasons. The CANs have established mechanisms in which a client may be currently receiving services in one geographic area (i.e. ES, case management), but be able to access housing resources in another region. All efforts are made to ensure client choice regarding housing opportunities.
- During housing case conferences, housing providers have the opportunity to discuss unsuccessful or rejected referrals. These discussions allow for collaboration to ensure that the best housing fit is offered to an individual or family. Should an individual/family reject the offer of a housing placement, every effort will be made to offer a housing option that supports the client's choice and offers support services that are clinically appropriate.

**4f. If the coordinated entry process includes differences in the access, entry, assessment, or referral for certain populations, are those differences limited only to the following four groups: Individuals, Families, DV, and Youth?** No

## 6A. Funding Request

1. Do any of the properties in this project have an active restrictive covenant? No
2. Was the original project awarded as either a Samaritan Bonus or Permanent Housing Bonus project? No
3. Does this project propose to allocate funds according to an indirect cost rate? No
4. Renewal Grant Term: 1 Year
5. Select the costs for which funding is being requested:
- |                     |                                     |
|---------------------|-------------------------------------|
| Leased Structures   | <input type="checkbox"/>            |
| Supportive Services | <input checked="" type="checkbox"/> |
| HMIS                | <input type="checkbox"/>            |

## 6D. Sources of Match

The following list summarizes the funds that will be used as Match for the project. To add a Matching source to the list, select the  icon. To view or update a Matching source already listed, select the  icon.

### Summary for Match

Total Value of Cash Commitments:	\$72,326
Total Value of In-Kind Commitments:	\$0
Total Value of All Commitments:	\$72,326

**1. Does this project generate program income as described in 24 CFR 578.97 that will be used as Match for this grant?**    No

Match	Type	Source	Contributor	Date of Commitment	Value of Commitments
Yes	Cash	Government	Connecticut Depar...	08/16/2018	\$72,326

## Sources of Match Detail

- 1. Will this commitment be used towards Match?** Yes
- 2. Type of Commitment:** Cash
- 3. Type of Source:** Government
- 4. Name the Source of the Commitment:** Connecticut Department of Housing  
**(Be as specific as possible and include the office or grant program as applicable)**
- 5. Date of Written Commitment:** 08/16/2018
- 6. Value of Written Commitment:** \$72,326



## 6E. Summary Budget

The following information summarizes the funding request for the total term of the project. Budget amounts from the Leased Units, Rental Assistance, and Match screens have been automatically imported and cannot be edited. However, applicants must confirm and correct, if necessary, the total budget amounts for Leased Structures, Supportive Services, Operating, HMIS, and Admin. Budget amounts must reflect the most accurate project information according to the most recent project grant agreement or project grant agreement amendment, the CoC's final HUD-approved FY 2017 GIW or the project budget as reduced due to CoC reallocation. Please note that, new for FY 2017, there are no detailed budget screens for Leased Structures, Supportive Services, Operating, or HMIS costs. HUD expects the original details of past approved budgets for these costs to be the basis for future expenses. However, any reasonable and eligible costs within each CoC cost category can be expended and will be verified during a HUD monitoring.

Eligible Costs	Total Assistance Requested for 1 year Grant Term (Applicant)
1a. Leased Units	\$0
1b. Leased Structures	\$0
2. Rental Assistance	\$0
3. Supportive Services	\$269,053
4. Operating	\$0
5. HMIS	\$0
6. Sub-total Costs Requested	\$269,053
7. Admin (Up to 10%)	\$20,251
8. Total Assistance plus Admin Requested	\$289,304
9. Cash Match	\$72,326
10. In-Kind Match	\$0
11. Total Match	\$72,326
12. Total Budget	\$361,630

## 7A. Attachment(s)

Document Type	Required?	Document Description	Date Attached
1) Subrecipient Nonprofit Documentation	No	United Way of CT ...	08/07/2018
2) Other Attachmenbt	No	CT Department of ...	08/23/2018
3) Other Attachment	No		

## **Attachment Details**

**Document Description:** United Way of CT 501(c)(3)

## **Attachment Details**

**Document Description:** CT Department of Housing Match Letter

## **Attachment Details**

**Document Description:**

## 7B. Certification

### A. For all projects:

#### Fair Housing and Equal Opportunity

It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and regulations pursuant thereto (Title 24 CFR part I), which state that no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance, and will immediately take any measures necessary to effectuate this agreement. With reference to the real property and structure(s) thereon which are provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer, transferee, for the period during which the real property and structure(s) are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

It will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and with implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status or national origin.

It will comply with Executive Order 11063 on Equal Opportunity in Housing and with implementing regulations at 24 CFR Part 107 which prohibit discrimination because of race, color, creed, sex or national origin in housing and related facilities provided with Federal financial assistance.

It will comply with Executive Order 11246 and all regulations pursuant thereto (41 CFR Chapter 60-1), which state that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal contracts and shall take affirmative action to ensure equal employment opportunity. The applicant will incorporate, or cause to be incorporated, into any contract for construction work as defined in Section 130.5 of HUD regulations the equal opportunity clause required by Section 130.15(b) of the HUD regulations.

It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701(u)), and regulations pursuant thereto (24 CFR Part 135), which require that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project and contracts for work in connection with the project be awarded in substantial part to persons residing in the area of the project.

It will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and with implementing regulations at 24 CFR Part 8, which prohibit discrimination based on disability in Federally-assisted and conducted programs and activities.

It will comply with the Age Discrimination Act of 1975 (42 U.S.C. 6101-07), as amended, and implementing regulations at 24 CFR Part 146, which prohibit discrimination because of age in projects and activities receiving Federal financial assistance.

It will comply with Executive Orders 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by businesses owned and operated by members of minority groups and women.

If persons of any particular race, color, religion, sex, age, national origin, familial status, or disability who may qualify for assistance are unlikely to be reached, it will establish additional procedures to ensure that interested persons can obtain information concerning the assistance. It will comply with the reasonable modification and accommodation requirements and, as appropriate, the accessibility requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973, as amended.

**Additional for Rental Assistance Projects:**

If applicant has established a preference for targeted populations of disabled persons pursuant to 24 CFR 578.33(d) or 24 CFR 582.330(a), it will comply with this section's nondiscrimination requirements within the designated population.

**B. For non-Rental Assistance Projects Only.**

**20-Year Operation Rule.**

Applicants receiving assistance for acquisition, rehabilitation or new construction: The project will be operated for no less than 20 years from the date of initial occupancy or the date of initial service provision for the purpose specified in the application.

**15-Year Operation Rule – 24 CFR part 578 only.**

Applicants receiving assistance for acquisition, rehabilitation or new construction: The project will be operated for no less than 15 years from the date of initial occupancy or the date of initial service provision for the purpose specified in the application.

**1-Year Operation Rule.**

For applicants receiving assistance for supportive services, leasing, or operating costs but not receiving assistance for acquisition, rehabilitation, or new construction: The project will be operated for the purpose specified in the application for any year for which such assistance is provided.

**C. Explanation.**

Where the applicant is unable to certify to any of the statements in this certification, such applicant shall provide an explanation.

**Name of Authorized Certifying Official** Evonne Klein

**Date:** 08/23/2018

**Title:** Commissioner

**Applicant Organization:** Connecticut Department of Housing

**PHA Number (For PHA Applicants Only):**

**I certify that I have been duly authorized by the applicant to submit this Applicant Certification and to ensure compliance. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties . (U.S. Code, Title 218, Section 1001).**

X
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## Submission Without Changes

**1. Are the requested renewal funds reduced from the previous award as a result of reallocation?** No

**2. Do you wish to submit this application without making changes? Please refer to the guidelines below to inform you of the requirements.** Make changes

**3. Specify which screens require changes by clicking the checkbox next to the name and then clicking the Save button.**

<b>Part 2 - Subrecipient Information</b>	
2A. Subrecipients	<input checked="" type="checkbox"/>
<b>Part 3 - Project Information</b>	
3A. Project Detail	<input checked="" type="checkbox"/>
3B. Description	<input checked="" type="checkbox"/>
<b>Part 4 - Housing Services and HMIS</b>	
<b>Part 5 - Participants and Outreach Information</b>	
<b>Part 6 - Budget Information</b>	
6A. Funding Request	<input checked="" type="checkbox"/>
6D. Match	<input checked="" type="checkbox"/>
6E. Summary Budget	<input checked="" type="checkbox"/>
<b>Part 7 - Attachment(s) &amp; Certification</b>	
7A. Attachment(s)	<input checked="" type="checkbox"/>
7B. Certification	<input checked="" type="checkbox"/>

**The applicant has selected "Make Changes" to Question 2 above. Please provide a brief description of the changes that will be made to the project information screens (bullets are appropriate):**

This project is a 1st time renewal; the submit w/o changes function is not operable.

•3B – Q1 - Project description updated to reflect PIT & 211 call center data from '18.

•3B - Q4F – Vets are assessed at specific locations in some CANs. These are CT Dept. of Vet Affairs/SSVF providers. Assessment at these locations has proven effective in quickly connecting vets to housing resources through the VA or homeless service system. Vets can be assessed at locations for other populations.

**The applicant has selected "Make Changes". Once this screen is saved, the applicant will be prohibited from "unchecking" any box that has been checked regardless of whether a change to data on the corresponding screen will be made.**



## 8B Submission Summary

Page	Last Updated
<b>1A. SF-424 Application Type</b>	07/23/2018
<b>1B. SF-424 Legal Applicant</b>	No Input Required
<b>1C. SF-424 Application Details</b>	No Input Required
<b>1D. SF-424 Congressional District(s)</b>	07/23/2018
<b>1E. SF-424 Compliance</b>	07/23/2018
<b>1F. SF-424 Declaration</b>	07/23/2018
<b>1G. HUD-2880</b>	07/23/2018
<b>1H. HUD-50070</b>	07/23/2018
<b>1I. Cert. Lobbying</b>	07/23/2018
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<b>1J. SF-LLL</b>	07/23/2018
<b>Recipient Performance</b>	08/23/2018
<b>Renewal Grant Consolidation</b>	07/23/2018
<b>2A. Subrecipients</b>	07/23/2018
<b>3A. Project Detail</b>	07/23/2018
<b>3B. Description</b>	08/21/2018
<b>6A. Funding Request</b>	07/24/2018
<b>6D. Match</b>	08/16/2018
<b>6E. Summary Budget</b>	No Input Required
<b>7A. Attachment(s)</b>	08/23/2018
<b>7B. Certification</b>	07/24/2018
<b>Submission Without Changes</b>	08/16/2018

Internal Revenue Service

Date: March 15, 2006

UNITED WAY OF CONNECTICUT  
1344 SILAS DEANE HWY  
ROCKY HILL CT 06067-1342

Department of the Treasury  
P. O. Box 2508  
Cincinnati, OH 45201

**Person to Contact:**

Kaye Keyes 31-07416  
Customer Service Specialist

**Toll Free Telephone Number:**  
877-829-5500

**Federal Identification Number:**  
06-1084194

Dear Sir or Madam:

This is in response to your request of March 15, 2006, regarding your organization's tax-exempt status.

In April 1985 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Janna K. Skufca, Director, TE/GE  
Customer Account Services