

CT BOS HUD CoC YHDP Replacement Application Training 9/8/21



Connecticut Balance of State Continuum of Care

Ending Homelessness in Connecticut | Email: ctboscoc@gmail.com | Website: www.ctbos.org



Agenda



- Welcome
- YHDP Replacement App allowable activities
- Application Sections
- Timeline
- Resources

YHDP Options w/Replacement Project

- May choose to replace its current program project with a new project which may include activities ineligible under the CoC Program, or
- Replace portions of its current program design, to conduct activities that are ineligible with CoC Program funds
- Must demonstrate it will directly address youth homelessness.



YHDP Replacement Application Eligible Activities

- May have leases for a minimum term of 1 month under RA BLI budget
- Leasing, sponsor-based rental assistance, and project-based rental assistance in RRH projects
- Use admin funds to:
 - support costs associated with involving youth with lived experience in project implementation, execution, and improvement
 - attend conferences/trainings that are NOT HUD-sponsored/approved, subject matter must be relevant to youth homelessness



YHDP Replacement Application

Eligible Activities (2)

- May employ youth receiving services (including housing) from organization.
 - Must maintain documentation disclosing nature of work and that youth is not in a position that creates a conflict of interest.
- May use habitability standards in [24 CFR 476.403\(c\)](#) rather than Housing Quality Standards in 24 CFR 578.75 for housing assistance.
 - Must keep documentation which standards are applied to the units and proof units complied w/standards before assistance is provided for every unit funded.



YHDP Replacement Application

Eligible Activities (3)

- May provide moving expenses more than one-time
- May provide payments of up to \$500/month for families providing housing under host home and kinship care model to offset increased costs associated with having youth housed in the unit
- May provide payments of up to \$1000/month for families providing housing under host home and kinship care model, provided the recipient can show that additional cost is necessary to recruit hosts to the program



YHDP Replacement Application

Eligible Activities (4)



- May be used for the following if **necessary** to assist participants obtain and maintain housing. Must maintain records - how it was determined paying the costs was necessary for participant to do so and must also conduct an annual assessment of participant needs and adjust costs accordingly:
 - Security deposits in an amount not to exceed 2 mo. rent.
 - Costs for damage to housing due to participant's action - may be paid while the youth continues to reside in the unit. Total per participant not to exceed 2-months' rent
 - Costs of providing household cleaning supplies to clients.
 - Housing start-up expenses, including furniture, pots and pans, linens, toiletries, and other household goods, not to exceed \$300 per participant.

YHDP Replacement Application Eligible Activities (5)



- CONT'D: May be used for the following if **necessary** to assist participants obtain and maintain housing.
 - 1-time cost of purchasing a cellular phone and service for participant use, provided access to it is necessary to obtain or maintain housing and costs of phone and services are reasonable per 2 CFR 200.404.
 - Cost of internet in participant's unit and costs of service is reasonable per 2 CFR 200.404.
 - Rental arrears consisting of a 1-time payment for up to 6 mo. of rent, including late fees on those arrears.
 - Utility arrears of up to 6 months per service.
 - Up to 3 mo. utilities, based on utility costs schedule for unit size and location

YHDP Replacement Application

Eligible Activities (6)



- CONT'D: May be used for the following if **necessary** to assist participants obtain and maintain housing.
- In addition to transportation costs in 24 CFR 578.53(e)(15), may pay gas & mileage costs for participant's personal vehicle for trips to/from medical care, employment, childcare, or other services eligible under this section.
- Legal fees, including court fees, bail bonds, & required courses & equipment.
- Past driving fines/fees blocking participant from being able to obtain/renew driver's license **and** impacting ability to obtain or maintain housing.
- Additionally, costs for insurance and registration for personal vehicles, if vehicle is necessary to reach – medical care, etc. from bullet 2

YHDP Replacement Application Eligible Activities (7)



- May provide up to 36 months of RRH RA to participants if the recipient demonstrates:
 - method used to determine which youth need rental assistance beyond 24 months and
 - the services/resources offered to ensure youth can sustain their housing at the end of the 36 months of assistance.
- May continue providing supportive services to participants for up to 24 months after the participant exits homelessness, TH or after the end of housing assistance if recipient demonstrates:
 - 1) proposed length of extended services to be provided;
 - 2) method used to determine whether services are still necessary; and
 - 3) how those services will result in self-sufficiency and ensure stable housing for the participant

YHDP Replacement Application

Eligible Activities (8)



- May continue providing supportive services to program participants for up to 36 months after participant exits homelessness, if services are in connection with housing assistance, such as the Foster Youth to Independence initiative, or if recipient can demonstrate that extended supportive services ensures continuity of case workers for participants.
- Rental assistance may be combined with leasing or operating funds in the same building, provided that the recipient submits a project plan that includes safeguards to ensure that no part of the project would receive a double subsidy.



YHDP - Match Requirements

- Applicants intending to use program income as match must provide an estimate of how much program income will be used for match.
- YHDP renewal or replacement projects will not be required to meet the 25% match requirement if applicant can demonstrate it has taken reasonable steps to maximize resources available for youth experiencing homelessness.

YHDP - Replacement Application Activity Requirements



Activity is:

- Approved by both the Youth Action Board (YAB)
- Testing or likely to achieve a positive outcome in at least one of the four core outcomes for youth experiencing homelessness (stable housing, permanent connections, education/employment, and well-being)
- Cost effective; and
- Not in conflict with fair housing, civil rights, or environmental regulations.

YHDP - Application Section Highlights



Funding Opportunities

The different *e-snaps* **Funding Opportunities** include:

- YHDP Renewal
- YHDP Replacement
- Renewal
- New
- CoC Planning
- UFA Costs



Go to Funding Opportunity screen and create a project application using the funding opportunity for “**YHDP Replacement**” projects.

YHDP Projects – Reminders & Updates

Detailed instructions – PLEASE READ!

[YHDP Renewal Application Detailed Instructions](#)

[YHDP Replacement Application Detailed Instructions](#)

YHDP App Sections

Part 3 – Project Information & Description

- Make sure you choose the correct component type – questions are generated to match your program.
- You will be required to answer questions specific to your program type



Part 3: Project Information & Description



- 8b. Provide brief description addressing scope of proposed YHDP Replacement project, how Replacement project differs from the YHDP project being replaced, and why YHDP Replacement project is being applied for
- 8c. Describe waivers/special activities attached to original YHDP project being replaced and if you plan to reapply for the same waivers/special activities or new waivers/special activities.
- 8d. How will this YHDP Replacement project meet goals established in the Coordinated Community Plan (CCP) developed by the applicant's YHDP community

YHDP Projects - Reminders & Updates

Part 4 – HMIS Standards

- Only HMIS project should complete this even though it will appear in all applications.

Part 5 – Program Participants

- Does not apply to HMIS and SSO-CE projects but these projects need to enter numbers before the form can be saved. HUD recommends entering “1” on screen 5A and then “1” in the appropriate corresponding column in screen 5B.

Part 6 - Budgets

- Every budget line item selected will open a text box for the applicant to explain how funds will be spent for that specific BLI.



7A. Attachments

- Letters from both the YHDP Lead and the Youth Advisory Board
- Special YHDP activities request: Include a description of the special YHDP activities request including a justification and the specific section of the regulation or statute that the applicant is requesting HUD to waive
- Additional documentation needed to explain YHDP project innovations





YHDP 2021 Renewal Application Timeline

If submitting a YHDP Replacement Project, please submit a proposal of your project to Katie Durand:
Kathleen.Durand@ct.gov no later than Tuesday, SEPTEMBER 14th.

**Renewal Project Applications due to CT BOS – SEPTEMBER 22nd -
Feel free to submit earlier!**

- Export the application to a PDF in esnaps and submit in Zengine, the CT BOS grant management database: [Zengine Document Submission Instructions](#)

Do not submit the application in esnaps.

- Please be sure to complete and upload all required attachments in Zengine as we must review these prior to submission to HUD.

**Housing Innovations will provide feedback on
renewal/replacement application**

- HI will give feedback to grantees on project applications on a rolling basis and will provide feedback as quickly as possible once applications are submitted.

**Grantees submit final renewal project application in esnaps -
10/11/21**

USE HUD Guides and Resources



Renewal Resources:

[Accessing the Project Application in e-snaps](#)

[YHDP Renewal Instructions](#)

[YHDP Replacement Application Detailed Instructions](#)

Applicant profile:

[Applicant Profile Instructional Guide](#)

[Applicant Profile Navigational Guide](#)

CT BOS – Renewal Application Training:

[CT BOS - Renewal Application Training](#)

CT Youth Plan 2.0:

[Youth Plan 2.0](#)



Questions???

Contact us!

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Please put in the email subject line “Renewal Application or New Application Question(s)” for a quicker turn-around.

