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YV Conference of Governments
Homeless and Housing Program
YVCOG HP RFP 2018-2020
4/9/2018 deadline

Rod's House Capital Improvement: Youth Shelter & Housing

USD\$ 250,000.00 Requested

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Application Questions

PROJECT NARRATIVE

1. PROJECT SUMMARY: Provide a brief description of the proposed project. Describe how the project is aligned with the goals in the Yakima County 5-Year Plan.

The Yakima County 5-Year Plan can be found in the Library tab.

There are currently zero emergency shelter beds available to minors experiencing homelessness in Yakima County. In a 2016 landscape scan of youth homelessness across Washington state, the Office of Homeless Youth reported only 4 emergency shelter beds in Yakima for minors. Since that report was published, the organization operating the crisis residential center shifted programs and lost those beds. With more than 270 unaccompanied homeless youth at any given time, overnight emergency shelter options are desperately needed in Yakima. Without a shelter, minors are at risk of exploitation or exposure, if encountered by CPS or law enforcement may be held in juvenile detention or transported as far away as Spokane or King County. Separating minors from their friends, family and other support systems has been shown, time and again, to induce trauma and reduce the likelihood that a youth will graduate high school. Unaccompanied homeless youth are identified as a priority population in the 5-year plan. Coordinating services for youth into appropriate housing program (goal 5.5) and creating a safe overnight facility model for youth experiencing homelessness (goal 9.2) are identified priorities.

Rod's House is engaged in initial planning conversations on how to best operate an emergency youth shelter for minors and young adults experiencing homelessness or family crisis. These conversations have included extending drop-in hours at the resource center to 24 hours per day, operating an extreme winter weather shelter in collaboration with other communities, remodeling the current Rod's House facility to accommodate overnight guests while with an emphasis privacy and safety, and a capital plan to procure another facility or to build a shelter from the ground up. Additionally, Rod's House is launching a host home pilot program to match homeless students with host families; however, the capacity for this project is low to start and it is not well suited to house youth in crisis. Host Homes are a cost-effective model compared to shelter and are non-institutional which make them better long-term options than long shelter stays.

The Office of Homeless Youth identified Yakima as a priority community to improve services and supports for youth experiencing homelessness. During its recent RFP, the staff at OHY actively encouraged at least 4 agencies offering youth or

housing programs, including Rod's House, to apply for funding for HOPE beds or Crisis Residential Center beds; however, without a dedicated facility that meets licensing requirements identified in Washington statutes and licensed through the Division of Licensed Resources, none of the organizations applied for those programs. If the community can support the procurement, rehabilitation, or construction of a shelter facility, it is extremely likely the operating budget will be supported through from state funds.

Additionally, A Way Home Washington is launching an "Anchor Community Initiative" in fall 2018 with a goal to effectively end youth homelessness in 4 Washington cities by 2022. This is defined by a community's ability to say 'yes' when a young person wants to come from an unsafe situation or leave the streets. A Way Home Washington has leveraged significant funding from foundations like: the Paul. G. Allen Family Foundation, the Raikes Foundation, Building Changes, the Campion Foundation, the Brettler Family Foundation, the Pride Foundation, and the Washington Women's Foundation. They are seeking communities with established continuums of service for youth, but also those that have system gaps. Yakima can and should be identified as an Anchor Community; however, without collaborative planning and homelessness identified and funded as a priority, the Yakima Valley could miss out on this opportunity.

Finally, as part of the Balance of State Continuum of Care Yakima is being included on the BoS HUD Youth Homeless Demonstration Project that could award up to \$15 million to the Bos CoC. This project will support community planning efforts and innovative projects. While there is a distinct possibility the BoS could be awarded this demonstration project, Yakima County projects would compete against projects from the other 32 counties included in the BoS CoC, an unfortunate predicament caused by our community voting to give up our continuum status to join the Balance of State. Yakima can show a commitment to solving the challenges faced by homeless youth by securing a local commitment to ensuring an emergency shelter is available.

This application proposes kicking off the project with a feasibility study completed by a developer with a history of housing development consulting and comprehensive development services to nonprofits, housing authorities or other organizations that develop new or remodeled affordable housing. The developer would conduct a market analyses of the need, land assembly including site inventory and analysis of suitable parcels, purchase negotiations, preparing purchase agreements and environmental assessments. Additionally, the developer would assist with applications/negotiations for construction and financing from public and private sources. Ideally, the developer would assist with the loan closing process, construction processing, and project closeout. An experienced developer will also offer information on low interest pre-development loans for land options, architectural work, surveys, soil testing, and other costs incurred prior to closing on construction or permanent financing.

Based on what is learned in the feasibility study, Rod's House would move forward with the best option for youth that would be cost-effective and realistic to implement. If it turns out that a remodel/addition to Rod's House is the best option and the most cost effective, that would be great! If a different facility is justified, HUD has identified promising practices for incorporating diverse types of housing with other supportive services. This might lead to the development of a facility offering overnight emergency shelter with nearby rapid rehousing or transitional housing units. Either way, developer fees are part of the budget, as are architect fees, environmental assessment fees, construction insurance, permitting fees, and sales tax.

Should the feasibility study indicate a budget with a hard cost exceeding \$500,000 (which is likely), additional capital funding will be sought from the state's capital budget, the Housing Trust Fund, the State Building Communities Fund, and local HOME funds. Funding may also be available through the Anchor Community Initiative if Yakima is chosen. While these options could be pursued now, securing the local match required for these funding sources is vital as is the local commitment to prioritize serving and funding youth homelessness projects.

The process might also include conducting a feasibility study for a capital campaign since private community contributions would likely be required to develop the project, the extent of which would be determined during the housing feasibility study. When surveying best practices identified in Washington and across the country, there are many models that could be replicated in Yakima.

Most recently a facility was developed in Walla Walla that offers emergency shelter for minors, mental and physical healthcare, chemical dependency assessment & services, employment skills, and a Head Start program. The goals of the Walla Walla Youth Center are to: 1) reduce the length of time a youth is homeless by connecting them to services, helping them to reunite with family or secure an alternative safe housing option 2) reduce the number of homeless youth by providing counseling and services to youth coming to the shelter because of conflict in their homes 3) provide at-risk youth referrals for mental health, chemical dependency, employment and other services that assist them to stabilize in housing. This facility was completed in the last year and is brand-new. Services are operated through established collaboration and partnership with Community Frameworks, Blue Mountain Action Council, Catholic Charities, Children's Home Society, and the Health Center at Lincoln. The full budget for this project was \$2.1 million.

Another model, located on Whidbey Island, includes drop-in center operations co-located with a rapid rehousing project for young adults and a host home program. Their projects have leveraged community support to purchase and renovate a motel for these services.

The Yakima Valley has a wonderful example of a human services collaborative project in Children's Village, which was developed and operates with multiple organizations engaged in the facility and operations. A capital shelter project could and

should look very similar to Children's Village.

No matter the best model, it is time for the Yakima Valley to come together to identify a long-term solution to provide emergency housing for youth. This project is MUCH bigger than Rod's House and will require participation from local government, schools, the nonprofit sector, the business community and the philanthropic community. When are we going to say enough is enough and keep youth from choosing from staying on the streets or in potentially unsafe situations where they are prone to sexual exploitation, drug use and/or violence? Are we ready to prioritize goals similar to Walla Walla, the Office of Homeless Youth and A Way Home Washington?

2. TARGET POPULATION: Describe in detail the target population this project will serve. Include agency's experience working with this particular population and knowledge/understanding of this populations' unique service needs.

Please indicate how serving this population aligns with the 5-Year Plan.

The primary target population for this project, in alignment with the 5-year plan, is unaccompanied minors since they currently have no emergency housing options when experiencing homelessness family crisis. Youth predominantly experience homelessness because of family conflict or trauma. While programs exist to help minors reconcile with families when safe and appropriate, often youth and young adults do not have the same opportunities for family reconciliation. These youths often find themselves on the streets with little or no support from family, and little precedent or resources for independent living.

Many of the youth could be further defined by characteristics of other population groups including chemical dependency, mental illness, developmental, cognitive disabilities and physical disabilities. Youth who participate are also frequently among the chronically homeless, stemming from family homelessness or being homeless as an adolescent themselves. Youths who experience homelessness are especially vulnerable to criminal victimization, sexual exploitation, labor and sex trafficking or traumatic stress.

As a secondary population and if indicated positively during the feasibility study, emergency shelter and transitional housing targeting young adults 18-24 would be included. This group faces many of the same challenges as homeless minors except as young adults age they typically have fewer safe options, even when couch surfing.

As a youth/young adult focused provider since 2009, Rod's House has the experience and expertise serve youth and young adults experiencing homelessness. The definition of homelessness includes those who are at imminent risk of homelessness or considered homeless under McKinney Vento or other federal statutes (Goal 9: Better serve youth homelessness). Rod's House sees a range of youth and young adults, some are unaccompanied and homeless, some are unsheltered, some are experiencing homelessness with families, etc. Casting a broad net is important so that youth/young adults know we are there when they experience crisis.

3. SERVICES/ACTIVIES: Describe the services/activities proposed in a specific and detailed manner. Include a description of how the services/activities will be implemented and the frequency/duration of services.

Please indicate how the proposed services align with the 5-Year Plan.

Rod's House will serve the homeless youth and young adult population by following evidence-based practices and best practices shared by HUD, which will require close coordination with healthcare, mental health care, and chemical dependency treatment providers. Rod's House will also leverage the broader community to support eventual shelter operations including the faith, business, and service club communities.

HUD has identified the following key features of youth shelters and emergency services:

- Youth Focus: To attract youth who would otherwise choose to couch-surf or sleep on the streets, youth shelters are low or no-barrier programs with easy access. Youth shelters provide a connection to a community of peers, which can encourage awareness and acknowledgement of needing help.
- Safety and Harm Reduction: Focus on youth feeling and being safe and use a harm reduction model with screening for safe behaviors rather than substance use rules.
- Support Family Connection: Offer opportunities for youth to connect to families, e.g., providing phone cards, postcards or postage, overnight visits, etc. This helps staff see if and when youth are interested in engaging with their families so that reunification conversations may begin.
- Individual Case Management: In addition to meeting immediate basic needs, on-site staff provides crisis intervention, assessment, and individual case management. This may include connections to schools, caring and trusted adults, health care providers, and youth development organizations.
- Focus on Transition to Stable Housing: The goal is quick exit planning by engaging and stabilizing youth through case management and counseling services, family reunification, or transition to other stable and safe environments. This may also include transitional supports for shelter graduates.

- **Short-Term Financial Intervention:** In a few cases, youth may only need short-term or one-time financial assistance in order to secure stable and independent housing. This can be combined with a mentoring adult to co-sign a lease and encourage soft skills support as needed.

HUD defined best practices for youth/young adult transitional living, supportive housing for youth who are not ready to live independent, include:

- **Variety of Housing Configurations:** Possible housing types include: congregate housing with overnight staff (especially for youth under 18 or those who find structure helpful), clustered units with or without a supervisor on-site, or scattered site apartments or shared units in which a youth may hold the lease.
- **Individualized and Flexible Service Delivery:** Intensity, duration, and array of services are customized and unique to each transitional housing program and youth population. Many programs are finding great success in implementing a housing first approach offering low barriers and voluntary services. Programs use positive youth development focusing on skills-building, leadership and community involvement. Programs tend to have low- or no-barriers to entry and to stay in the program.
- **Vulnerable Populations:** Provide specialized services and community supports for vulnerable sub-groups, such as pregnant and parenting teens, youth with mental and behavioral health difficulties, youth fleeing domestic violence or trafficking situations, transition-aged youth, those leaving juvenile justice, or LGBTQ youth.
- **Forge Community Connections:** While in the program, youth are provided with services such as health and mental health services, support groups, life skills training, substance abuse treatment, employment, vocational, and educational services. Programs facilitate intentional and trusted community but also connect youth with community-base services that they can remain connected to once they leave the program.
- **Exit Planning:** Requires formal partnerships with housing search staff and permanent housing providers and begins early to support a transition to independent living as soon as a youth can make an informed choice and feels ready. Many programs also provide aftercare case management for up to six months upon exit from the program.

4. LOCATION: In what City or Cities will your project be located? Describe how the services will be available and accessible.

Is this location near a public transit line and/or will your services include client transportation, if necessary.

Depending on the results of the feasibility study mentioned in the project summary, the facility could be a re-purposed Rod's House facility at 204 S Naches in Yakima. It might be in Yakima or in another town, city, or in unincorporated county. If the facility is not close to public transportation, Rod's House will work with school district McKinney-Vento liaisons, organizations that provide transport services or law enforcement to ensure youth have access to the shelter.

If granted funds for this project, Rod's House is committed to serving this population with the support of the city in which the facility will be located, neighboring businesses and neighboring individuals & families. Not having a predetermined destination will save Rod's House, the city and county time and money by avoiding on-going hearing examiner proceedings or potentially court proceedings.

5. LINK TO NEED: Describe how the proposed services/activities, including the location, meet the needs of the target population and fill any gaps in services. How do the proposed services meet the need in the community without duplicating efforts?

Indicate whether the service delivery model to be used is best practice, and provide detailed information to support that the project design is: a) evidence based, or b) introduces an innovation that improves the services provided.

The need for this capital project was established in the project description. To re-emphasize, there are no overnight emergency housing or crisis housing options for homeless youth and local providers, when encouraged to apply, were unable to because of the lack of a licensed facility.

More than 2,600 students have been identified as homeless by the school districts, with more than 270 identified as unaccompanied minors. While Rod's House is launching a host home pilot project, it is not well-suited to provide emergency or crisis care.

This project recommends taking a measured approach to define the need, determine the most appropriate and cost-effective way to address the need and to leverage best practices from other communities. The Yakima Valley needs just-enough emergency shelter space to bring youth inside while preserving limited resources for housing options and supports that also get the youth out of shelter, freeing space for the next youth.

6. ACCESSABILITY: Describe in detail how the proposed project will be accessed by the targeted population.

How will this project coordinate with the Coordinated Entry System?

The shelter/housing project would be low barrier and serves youth and young experiencing homelessness 365 nights (maybe days, too) per year. Critical factors for the success include:

Youth-Centered: Services are built on relationships that are empowering to youth and based on positive youth development principles.

Safe, Inviting, and Accessible: The resource center is safe, inviting, and easily accessible for youth, and policies and procedures were developed considering youth development and culture.

Developmentally-Appropriate and Trauma-Informed: Those working directly with youth are aware of youth brain development, positive youth development frameworks, and trauma informed care frameworks in order to ensure that services are developmentally appropriate and trauma informed.

Culturally-Appropriate and Inclusive: Services at the resource center are responsive to the characteristics and needs of youth, including age, race, ethnicity, sexual orientation, gender identification, and language. The definition of "culturally appropriate" for all youth includes youth who have been victims of human trafficking or domestic violence, LGBTQ youth, and pregnant or parenting youth.

Built on Provider Expertise and Capacity: Services are informed by the expertise and capacity of all youth serving providers and organizations in the Yakima Valley. Rod's House welcomes stakeholder engagement in the development, implementation, and process improvement of its services.

Comprised of Knowledgeable and Trained Staff: All staff who will interact with youth are adequately trained in topics like developmentally appropriate solutions, the eligibility and documentation requirements for the dedicated homeless resources and applicable mainstream resources.

While Coordinated Entry assessments are not a best practice for admitting individual into emergency shelters, assessments would be completed on all guests through the case management process to ensure a connection to longer-term housing supports.

7. HOUSING SEARCH AND STABILIZATION: For Rapid Rehousing/Rental Assistance Projects ONLY. Describe the agency's experience in working with area landlords and/or property managers and detail the project's planned liaison efforts.

Describe your agency's approach to maintaining strong relationships with landlords and providing tenants with knowledge of their responsibilities as a tenant.

NA for this project.

8. COMPLEMENTARY SERVICES and COORDINATION: Describe other services, projects, and agencies that will provide services or resources to project participants that help meet needs and promote movement toward permanent housing.

Describe in detail any formal agreements or history of partnerships (i.e. education, employment, life skills, mental health, substance abuse) that your agency has with partnering agencies and UPLOAD signed MOU's/agreements in the Documents Tab.

Shelter clients would have access to all Rod's House projects and programs including:

- The Rod's House resource center. All services are free. These services include: hot meals, food pantry, clothing room, hygiene supplies, access to showers and laundry, access to computers and internet, access to a stable mailing address and phone number, case management and referrals to for services not provided by Rod's House. The resource center routinely offers on-site visits from other agencies including health providers, mental health practitioners, legal services, and other youth focused organizations. (of note, Rod's House would continue to offer a drop-in resource center in some form since it is an established and proven method to provide basic needs support and build positive relationships that might influence a youth to come to an emergency shelter.
- The Rod's House Works employment, education, and training program that assists youth and young adults who are homeless or who are risk of becoming homeless by helping them become work ready, teaching skills needed to find and keep meaningful employment, and/or helping meet a significant educational goal. All youth and young adults experiencing homelessness are eligible to participate in the program.
- Assessments for Coordinated Entry will be conducted on-site.
- Rod's House has an MOU with the USC School of Social Work to host students enrolled in their Masters in Social Work degree plan. These students volunteer in a case management capacity for one-two semesters.
- The Rod's House Host Home Pilot project, launching in May 2018, will match homeless youth with host families. As a pilot, this project has space for 5 participants at a time and has been designed following best practices established by other providers and recommendations from the Office of Homeless Youth.
- Rod's House is part of the Broadening Education and Self Sufficiency for Transitional Youth (BESTY) collaborative project

with Yakima Neighborhood Health Services, ESD 105, the South Central Workforce Council, and OIC of Washington. BESTY supports homeless young adults through education, enhanced employment internships and specialized case management.

- Rod's House is subcontracting with Yakima Neighborhood Health Services for a "Street Youth Services" project that offers case management and basic needs support to unaccompanied homeless minors. Youths identified through this outreach have full access to the other supports offered by Rod's House. We hope to build on this outreach program through this RFP process to spend more time in the community across the valley.

- Rod's House recently signed an MOU with Yakima Valley Farm Workers Clinic to offer substance abuse screening, referrals and treatment, life skills training relating to substance abuse and other youth intervention. Other projects, services, and agencies that can help meet youth/young adult needs include:

- Catholic Charities: refer youth to the young adult housing program and independent youth living program for spaces that are filled outside of the coordinated entry process

- Yakima Neighborhood Health Services: Refer youth who identify as LGBTQ to The Space and refer for healthcare, care navigation, or behavioral healthcare.

- Team Child: refer youth for assistance with civil legal needs including support with sealing juvenile records

- ESD 105 often provides training to our staff and volunteers and supports at-risk youth with education plans

- Henry Beauchamp Community Center and YPAL: refer youth for activities

- WorkSource Yakima and OIC of Washington: refer youth and youth adults seeking employment. Actively refer to the YouthBuild program

- Comprehensive Healthcare: referrals for youth who need counseling and to ASPEN for youth who have been crime victims

- Yakima Valley Farm Works Clinic, Triumph Treatment Services, Merit Resource Services: refer youth who are ready for substance addiction treatment

- Health District visits to provide free STD testing

- Yakima Pediatrics new teen clinic

- School counselors, administrators and McKinney Vento liaisons

9. PROJECT OUTPUTS: The overall goal of this RFP is to prioritize unsheltered, rapidly move households into permanent housing, and reduce the time spent homeless and on the streets or in shelters. The next FOUR (4) questions address projected output.

Will your project have measurable outputs?

Yes

No

Other:

10. A) PERSONS SERVED: Indicate number of projected unduplicated persons and households to be assisted for a 12 month program period. Unduplicated means that each person/household served by the project is counted only once during the program period.

Disregard Total at the bottom.

Unduplicated Persons (7/1/18 - 6/30/19)

Unduplicated Households (7/1/18 - 6/30/19)

TOTAL

11. B) SERVICE UNITS: Identify and describe THREE (3) service units to be provided. (Examples: number of outreach contacts, emergency shelter bed nights, housing stability service hours, vouchers, etc.)

For each service unit, indicate total number of service units to be provided in a 12-month program period. Identify how you track and monitor clients and services provided; be specific.

This project is far from identifying all service units since there are many questions to be answered. Service units could include: # of emergency shelter bed nights, # meals distributed or # of healthcare, behavioral health or chemical dependency services offered.

12. C) EMERGENCY SHELTER & TRANSITIONAL HOUSING PROJECTS ONLY: How many units (or beds) are in your

program and what percent of utilization do you anticipate:

Disregard Total at the bottom.

<input type="text" value="00"/>	# of Units
<input type="text" value="000"/>	# of Beds
<input type="text" value="00"/>	% Utilization Rate
<input type="text" value="0.00"/>	TOTAL

13. D) POTENTIAL BARRIERS: Describe any potential barriers to achieving the identified output(s) and the strategy for overcoming these barriers in order to meet the proposed performance targets.

The primary and seemingly overwhelming barrier to the successful development of a youth shelter is the lack of committed funding. The Homeless Youth Workgroup of Yakima County first convened in 2006 with a primary goal to identify emergency shelter options for minors. Rod's House opened in 2009 with a goal to become an emergency shelter for minors.

Even with the work many dedicated board members, volunteers and staff we are not much closer to opening an emergency shelter in 2018 than we were in 2009. The local commitment of capital funds, in alignment with the prioritization of youth homelessness in Washington and across the country, makes this an ideal time to invest local dollars into a capital project for a homeless youth emergency shelter. It is time to stop the inflow of youth homelessness into jail, lifelong reliance on mental health systems, and chronic homelessness.

By starting with a feasibility study, we will have the business case to pursue other state funds and to approach the Yakima Valley community for additional capital support.

14. Please select your proposed project type for this application. Separate applications must be done for each project your agency will apply for.

Answer ONLY the questions below that pertain to your project type; type N/A in questions that do not pertain.

- Coordinated Entry Services
- Emergency Shelter (DV, Youth, 24-hour, overnight only)
- Winter Weather Hotel/Motel Vouchers
- Outreach Services
- Rapid Rehousing (RRH) / Rental Assistance (RA)
- HEN Rental Assistance
- TANF Rental Assistance
- Capital Improvement

15. COORDINATED ENTRY SERVICES: Describe your agency's process for completing the CE Intake Assessment and ensuring the client gets prioritized appropriately. Indicate number of estimated assessments your agency is likely to complete per month.

Describe any potential barriers this project may encounter and the strategy for overcoming these barriers.

N/A for this project.

16. EMERGENCY SHELTER: Emergency Shelter Projects have the following performance targets: at least 60% of clients exit to permanent housing and an average length of stay of 20 days. Describe your action plan to achieve these targets.

Describe any potential barriers to achieving the identified outcomes and the strategy for overcoming these barriers.

N/A for this project.

17. RAPID REHOUSING (RRH)/RENTAL ASSISTANCE (RA) - Describe your agency's process for assisting clients in obtaining necessary identification, disability, and homeless verification documentation to obtain housing assistance.

Describe any potential barriers this project may encounter and the strategy for overcoming these barriers.

N/A for this project.

18. RRH: RRH projects have the performance targets of: at least 90% of clients exit to permanent housing, an average length of time from enrollment to move-in of 14 days or less, and less than 5% of clients returning to homelessness within 1 year.

Describe your action plan for meeting the identified outcomes and your strategy for overcoming any barriers to meeting the proposed performance targets.

N/A for this project.

19. RA: TH or PSH: TH projects will only be considered for youth or DV clients. Performance targets for: TH - at least 80% exit to PH and average LOS less than 180 days. PSH - at least 90% retain or exit to PH.

Describe your action plan for meeting the identified outcomes and your strategy for overcoming any barriers to meeting the

proposed performance targets. Describe your action plan for increasing or maintaining the total income of clients served.
N/A for this project.

20. CAPITAL IMPROVEMENT: Please attach a copy of the signed Purchase Agreement, Lease Agreement, Zoning Approval and any other supporting documentation under the Documents tab.

Please give a "yes", "no", or "unknown" response for each question below.

<input type="checkbox"/>	Yes/No	Does your agency own the property or have a contract to purchase or lease the property?
<input type="checkbox"/>	Yes	Does the proposed use of project comply with city zoning codes and state regulations?
<input type="checkbox"/>	No	Will this project require relocating individuals and if so, does your agency intend to comply with the Uniform Relocation Act (URA)? (See Library Tab)
<input type="checkbox"/>	Yes	Does the proposed use of this project directly benefit homeless individuals?
<input type="checkbox"/>	Yes	Does this proposed project align with the goals outlined in the Yakima County 5-Year Plan? (see Library Tab)
<input type="text" value="0.00"/>	TOTAL	

21. CAPITAL IMPROVEMENT: Describe your proposed project in detail including timeline for completion, proposed deliverable, and how it aligns with the 5-year plan.

A Way Home Washington opens the application process for Anchor Communities by July and will choose 4 communities in August. The HUD Youth Homelessness Demonstration Project is due April 17th with results expected by October. These efforts will shape the approach taken to fully fund the project, how to approach other state funds, and how to work with key legislators to include the facility in the state's capital budget.

This application proposes beginning the project with a feasibility study completed by a developer with a history of housing development consulting and comprehensive development services to nonprofits, housing authorities or other organizations that develop new or remodeled affordable housing. The developer would conduct a market analyses of the need, land assembly including site inventory and analysis of suitable parcels, purchase negotiations, preparing purchase agreements and environmental assessments. Additionally, the developer would assist with applications/negations for construction and financing from public and private sources. Ideally, the developer would assist with the loan closing process, construction processing, and project closeout. An experienced developer will also offer information on low interest pre-development loans for land options, architectural work, surveys, soil testing, and other costs incurred prior to closing on construction or permanent financing.

Based on what is learned in the feasibility study, Rod's House would move forward with the best option for youth that would be cost-effective and realistic to implement. If it turns out that a remodel/addition to Rod's House is the best option and the most cost effective, that would be great! If a different facility is justified, HUD has identified promising practices for incorporating diverse types of housing with other supportive services. This might lead to the development of a facility offering overnight emergency shelter with nearby rapid rehousing or transitional housing units. Either way, developer fees are part of the budget, as are architect fees, environmental assessment fees, construction insurance, permitting fees, and sales tax.

Should the feasibility study indicate a budget with a hard cost exceeding \$500,000, additional capital funding will be sought from the state's capital budget, the Housing Trust Fund, the State Building Communities Fund, and local HOME funds. Funding may also be available through the Anchor Community Initiative if Yakima is chosen.

If required, Rod's House will develop a capital campaign since private community contributions would likely be required to develop the project, the extent of which would be determined during the housing feasibility study. When surveying best practices identified in Washington and across the country, there are many models that could be replicated in Yakima.

A developer would be contracted for the feasibility study within 1-2 months of the contract being signed. The feasibility study should take between 60-90 days to complete. Concurrently, Rod's House would identify potentials architect for a renovation or new construction project.

The timeline for renovation or construction varies by how the project should proceed. A remodel could take as few as 6 months, while a new construction could take 2-4 years to fully develop.

In the event of the feasibility study identifying the project should not be pursued, remaining funds would be returned to YVCOG for reallocation to another capital project.

22. OUTREACH SERVICES: Describe the anticipated outcomes of your project and what will be the proposed deliverables?

Describe your action plan for connecting your target population to a Coordinated Entry Access Point and prioritized for housing or other services.

N/A for this project.

AGENCY CAPACITY AND EXPERIENCE

23. AGENCY CAPACITY AND EXPERIENCE: Please provide a brief response to each question below.

Please give a "yes", "no", or "unknown" response for each question below

<input type="text" value="Yes"/>	Does your agency have experience providing homeless housing and/or services?
<input type="text" value="Yes"/>	Does your agency have experience managing and accounting for public funding?
<input type="text" value="No"/>	Have you had an audit in the last 24 months?
<input type="text" value="No"/>	Has your agency received any audit or monitoring findings in the last 3 years? If yes, upload audit in Documents Tab.
<input type="text" value="No"/>	Has your agency undergone organizational restructuring in the last 24 months?
<input type="text" value="No"/>	Has your agency experienced turnover in key management positions in the last 24 months pertinent to this project?
<input type="text" value="Yes"/>	Does your agency maintain policies for minimum qualifications for the staff members who will provide client services. If yes, please attach in Document Tab.
<input type="text" value="Yes"/>	Does your agency utilize policies, procedures, and best practices to promote fairness and opportunity for all people, particularly people of color and communities that are disproportionately represented among the homeless population?
<input type="text" value="Yes"/>	Does your agency assure access to underserved communities impacted by homelessness?
<input type="text" value="Yes"/>	Will your agency provide services to racial and ethnic minorities, immigrants and refugees, individuals with disabilities, LGBTQ, and people with limited English proficiency?
<input type="text" value="Yes"/>	Does your agency identify specific cultural based needs of populations and use that information to modify engagement and services?
<input type="text" value="Yes"/>	Does your agency conduct self-assessment of its fair and just practices and cultural competency including both internal and external input?
<input type="text" value="Yes"/>	Does your agency participate in HMIS currently?
<input type="text" value="Yes"/>	Does your agency currently participate in the Coordinated Entry System for Yakima?
<input type="text" value="0.00"/>	TOTAL

24. AGENCY COMMUNITY PARTICIPATION/COLLABORATION: Upload any MOUs between partnering agencies in the Documents Tab.

Please give a "yes", "no", or "unknown" response for each question below

<input type="text" value="Yes"/>	Does your agency participate in local homeless planning committees?
<input type="text" value="Yes"/>	Is your agency collaborating with partner agencies? Please attach all MOU's.
<input type="text" value="0.00"/>	TOTAL

Budget

CAPITAL IMPROVEMENT PROJECT BUDGET	This Request	Other Federal	Other State/Local	Private or Other	TOTAL
Feasibility Study	USD\$ 45,000.00				USD\$ 0.00
Developer/Consultant Fees	USD\$ 100,000.00				USD\$ 0.00
Architect	USD\$ 60,000.00				USD\$ 0.00
Environmental Assessment	USD\$ 5,500.00				USD\$ 0.00
Insurance, permits/fees, inspection	USD\$ 25,000.00			USD\$ 0.00	USD\$ 0.00
Land/existing structure/closing costs	USD\$ 0.00			USD\$ 0.00	USD\$ 0.00
New building/rehab				USD\$ 0.00	USD\$ 0.00

Legal - Real Estate	USD\$ 6,500.00			USD\$ 0.00	USD\$ 0.00
Sales tax	USD\$ 8,000.00				USD\$ 0.00
Total	USD\$ 250,000.00	USD\$ 0.00	USD\$ 0.00	USD\$ 0.00	USD\$ 0.00

ALL OTHER PROJECT TYPES BUDGET

	TOTAL Project Request Amount Cost	Other Revenue	In-Kind Contribution	Anticipated Donations
Personnel Costs (Direct - 100% to program)				
Admin (Indirect - expenses shared with organization)				
Facilities Costs (Rent/Mortgage)				
Operating Costs (Insurance, Utilities, Phone, Supplies, Mileage, etc.)				
Operating Equipment (max \$1,500)				
Program Expenses:				
Specific: Case Management				
Specific: Hotel/Motel Vouchers				
Specific: Coordinated Entry Access Point				
Specific: RRH/RA - (For-Profit Only)				
Specific: TANF RA - (For-Profit Only)				
Specific: HEN RA				
Specific: Outreach Services				
Specific: Emergency Shelter Services				
Total	USD\$ 0.00	USD\$ 0.00	USD\$ 0.00	USD\$ 0.00

Budget Narrative

The budget includes those costs related to the initial start-up for the project and those likely to be included in a renovation or new construction. The request includes sufficient funding to support all key activities in the first 6 months while additional project funds are identified.

Depending on the model identified through the study, the project could cost as little at \$500,000 or \$2,000,000+. For reference, the Walla Walla Teen Center budget is uploaded with this application.

Rod's House has experience leveraging community support for capital and construction projects. The resource center facility was donated by another organization and nearly all of the rehab was completed by YV-Tech students, Perry Tech students, local construction companies and community volunteers. Currently the same cadre is remodeling the Rod's House leased office space on 3rd St in Yakima. This has included: demolition, framing, a 100% donated asbestos abatement and new roof, plumbing, and electrical work.

Documents

Documents Requested *	Required?	Attached Documents *
Commitment letters for all leveraged funds/Letters of Support	✓	Representative Johnson's Letter of Support Homeless Network Capital Project Letter of Support TeamChild Capital Improvement Letter of Support
Verification and Signature (2018 RFP APPLICATION COVER SHEET) download template	✓	Capital Project Cover Sheet
Project Map/Program Service Area		
For Non-Profits: IRS Form 990	✓	2016 990
For Non-Profits: Board Documentation (List of Board	✓	Board Documentation

Members, Charter, ByLaws)		
For Non-Profits: 501(c)3 Tax Exempt Letter	✓	Tax Exempt Information
General Liability Insurance Certificate	✓	Certificate of Coverage
Agency's Audit Report for the most recent Fiscal Year	✓	Lack of Audit Statement
Other relevant documentation		Walla Walla Teen Center Capital Budget Walla Walla Teen Center Article Washington Minimum Licensing Requirements for Group Care Facilities Case Manager Job Description Job Coach Job Description Rod's House Strategic Priorities & 2017 Outputs & Outcomes Street Youth Services MOU USC School of Social Work MOA YVFWC MOU - Youth Substance Abuse Distribution of Homeless Students by District BESTY MOA
Board Documentation (List of Board Members, Organizational Chart)	✓	Board Members & Org Chart

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 110479

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