SANTA CRUZ COUNTY YOUTH HOMELESSNESS DEMONSTRATION PROGRAM
Full Proposal Requirements

1. **DEADLINE**: Full Proposals must be received by April 20, 2018, 3 PM

2. **SUBMISSION**: LOIs MUST be submitted by email to Rayne.Marr@santacruzcounty.us **and** Tonygardnerconsulting@yahoo.com. DO NOT submit proposals by postal mail, fax or hand delivery. The email subject for proposals should be clearly labeled with the name of the project being applied for.

3. **PROPOSAL REQUIREMENTS**:
   The proposal must address the following in no more than 15 pages (single-spaced, ragged right margin, Calibri font, 1" margins):

   Cover Page. Including organization name, date of submission, and point of contact. (Not included in 15-page limit)

   Table of Contents. (Not included in 15-page limit)

   A. **Organizational Experience.** Please address:

   1. **Experience of Applicant and Sub-recipients:** Describe the experience of your agency and sub-recipients (if any) in using federal funding and providing housing and supportive services, especially to YYA experiencing homelessness. Include in this description a description of (1) the experience of the person on staff who will provide staff supervision of project activities, and (2) how skills and experience of existing staff will ensure success of the YHDP project, with a particular focus on how they will support youth choice and authentic youth engagement.

   2. **Community Connectedness and Experience Leveraging Other Resources**: Demonstrate organizational collaboration with other providers or agencies in the region, as well as knowledge of community partners and resources serving YYA experiencing homelessness. Describe the experience of the applicant and sub-recipients (if any) leveraging cash and in-kind resources, including Federal, State, local, and private funds.

   3. **Management Structure and Capacity**: Describe the basic organization and management structure of the applicant and sub-recipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system.

   4. **HUD Monitoring/Auditing**: Are there any unresolved monitoring or audit findings for any HUD grants (CoC and ESG) operated by the applicant or sub-recipients (if any). If so, please describe the reasons the findings are unresolved, and the remediation plan in place to resolve the findings.

B. **Program Design.** Please provide a detailed description addressing all of the following:

1. **Program Summary.** Provide an overall description addressing the whole scope of the project. Include the needs to be addressed, the population to be served; geographic area to be served; location of services; outreach strategy and methods for eligibility determinations; the housing and/or supportive services to be provided; linkages with other services and agencies; outcomes to be achieved; and how the project will be accessible and appropriate for YYAs.

2. **Housing.** Describe the housing that will be made available to YYA experiencing homelessness. For projects directly providing housing, describe the type and location of the housing and the number of beds and/or units to be provided. For all project types, explain how YYA experiencing homelessness will be assisted to obtain and remain in appropriate housing.

3. **Supportive Services.** Described the supportive services for YYA that will be provided through the project, including the type, scale, and location of supportive services and the mode of transportation to those services. Explain how the program design will be made accessible and appropriate for unaccompanied YYA. Describe how the supportive services will assist YYA to gain independent living skills; to obtain and remain in permanent housing; to access education and increase income though employment and/or benefits; and to maximize their ability to live independently.

4. **Mainstream Resources.** Describe the project's plan to connect YYA experiencing homelessness to mainstream resources, such as cash, health, social, and employment benefits for which they are eligible. This should include a description of how the project will screen for eligibility for mainstream resources, plans to coordinate with mainstream systems to make referrals, and staff advocacy on mainstream resources for YYA.

5. **Youth Involvement and Leadership.** Describe YYA involvement in planning and designing the proposed project, as well as the organization's plan for active involvement and leadership among YYA in the project's implementation, including employment opportunities and youth voice in the staff hiring process.

6. **Housing First Approach.** Describe how you will use a "Housing First" approach in which assistance is offered and referrals made, including access to intensive, youth-focused case management and services, without preconditions and barriers to entry such as treatment or service participation requirements.

7. **Populations of Focus.** Describe how the project will serve vulnerable and often overrepresented YYA experiencing homelessness in Santa Cruz County, including youth of color, lesbian, gay, bisexual, transgender, and questioning (LGBTQ) youth; pregnant and parenting youth; youth who have had involvement with juvenile justice and foster care systems; and victims of sexual trafficking and exploitation. Identify how the project will support ending YYA homelessness across the county and subcultures, and will serve under-served areas of the County, i.e. South County.

8. **Numbers of YYA to be Served/Outcomes.** Identify how many YYA your project will serve at a point-in-time and over the course of the grant (2 years). List your proposed client outcomes. Describe the data source(s) you will use to measure progress toward your outcomes and how you will evaluate the effectiveness of the program.

9. **Waivers.** Identify any HUD waivers that will be needed, and explain why the proposed waivers will be eligible for renewal under the HUD CoC Program.

C. **Consistency with the Santa Cruz County YHDP Coordinated Community Plan**

Please describe how your project will be consistent with the Santa Cruz County YHDP Coordinated Community Plan. Address all of the following elements:

1. **Consistency with the Coordinated Community Plan Vision and Goals:**
   - Fills high priority needs and gaps identified in the plan
   - Accurately reflects the plan's vision and goals
   - Clearly identifies how the project will meet specific plan objectives
   - Clearly identifies the action steps used to meet these objectives
   - Identifies achievable key results and outcomes
   - Describes a realistic plan for continuous quality improvement.

2. **Integration with Planning Pyramid:**
   - Promotes safety, social emotional wellbeing, and resilience
   - Shifts community norms/policies/systems
   - Utilizes research-informed and innovative practices
   - Embodies cultural humility/cultural responsiveness
   - Serves a high-risk subpopulation, i.e., parenting youth, LGBTQ, former foster youth.

3. **Alignment with Eligible Projects and Key Elements for Projects**
   - Identify which Eligible Project type best fits your project, and describe how your project aligns with the Eligible Project description (See IFIP Attachment A)
   - Identify and discuss the Key Elements for Projects that will be incorporated into your project (See IFIP Attachment B).

D. **Alignment with US Interagency Council on Homelessness (USICH) Core Outcomes and HUD Principles.** Identify how your project will align with the USICH core outcomes and HUD principles for YHPD programs:

1. **USICH Four Core Outcomes.** Aligns with USICH Youth Framework and Four Core Outcomes as appropriate for the project type:
   - **Stable housing** includes a safe and reliable place to call home;
   - **Permanent connections** includes ongoing attachments to families, communities, schools, and other positive social networks;

- **Education/employment** includes high performance in and completion of educational and training activities, especially for younger youth, and starting and maintaining adequate and stable employment, particularly for older youth;
- **Social-emotional wellbeing** includes the development of key competencies, attitudes, and behaviors that equip a young person to succeed across multiple domains of daily life, including school, work, relationships, and community.

2. **Youth Choice.** Program promotes YYA choice in terms of the kind of housing YYA need and the extent and nature of supports and services they access, and promotes presenting alternative options for YYA who avoid programs with barriers like sobriety or abstinence.

3. **Positive Youth Development and Trauma Informed Care.** Projects must incorporate Positive Youth Development (PYD) and Trauma Informed Care (TIC) models of housing and service delivery.

E. **Implementation Plan.** Address all of the following:

1. **Timeline.** Provide schedule and management plan for project implementation. Include key dates for hiring of staff, proposed project start date, securing leases or use permits, and estimated date project will achieve full operational capacity. Note: HUD expects to make award decisions by September 30, 2018, and projects will likely start a few months after that.

2. **Staff Training.** Describe any training or staff development activities that would be conducted as part of this project, and how this training will ensure that staff are ready to meet the needs of unaccompanied youth experiencing homelessness.

3. **Budget.** Provide a separate clear budget for the project that supports the housing, services, and staff proposed. Costs should be reasonable, justified, and competitive. The budget must demonstrate the project is cost effective, with costs not deviating substantially from the norm in that locale for the type of structure or kind of activity. (Not included in 15-page limit)

4. **Match.** Describe the resources in support of this project, either from in-kind and/or external resources, which will cover the required 25% match.