

Where did these funds come from?

- In fall of 2020 the city initiated Homeless Task Force was allocated \$100,000 of City of Irving CIP Funds
- \$23,944.44 to Many Helping Hands for expenditures related to Inclement Weather Sheltering in 2020-21

After much discussion, the Irving City Council directed the remainder of those funds, \$76,055.56, be allocated in the following way.

- \$38,027.78 Inclement Weather Shelter
- \$38,027.78 Community Chest

These funds are available until November 1, 2023, or until the funds are used in their entirety.

Inclement Weather Emergency Sheltering Agreement Overview

Reimbursement for costs related to the IWS up to \$38,027.78

PROJECT DESCRIPTION

LifeChange Housing Associates, Inc. (SUBRECIPIENT) will be responsible for administering the PROJECT in a manner consistent with applicable law and City Policies with CITY funds. SUBRECIPIENT will provide the following:

The Inclement Weather Emergency Sheltering program will provide an inclement weather emergency shelter and hotel or motel night stays for Irving homeless residents per the Inclement Weather Guidelines attached hereto as “Exhibit C” and incorporated herein by reference (hereinafter “GUIDELINES”). CITY funds will be used to reimburse SUBRECIPIENT for expenses directly attributable to the operation of the inclement weather emergency shelter which shall include the cost of improvements to the shelter, the purchase of supplies and equipment for the shelter, and payments for utility service to the shelter; and for payments incurred by SUBRECIPIENT with providing hotel or motel night stays during inclement weather, as defined in the GUIDELINES, not to exceed \$100 per room per night (for room and tax charges only).

Community Chest Agreement Overview

Project Description

The Community Chest Program will provide persons experiencing or at risk of homelessness access to low barrier, emergency services. CITY funds, thru ICAN, will be used to reimburse Irving non-profits and faith-based organizations for payments incurred by Irving non-profits and faith-based organizations providing the intended beneficiaries of the Program with the following financial assistance (authorized uses):

- Emergency hotel vouchers not to exceed \$100 per room per night (for room and tax charges only)
- One-time payments of application and/or deposit costs to secure housing and/or utilities
- Cost of transportation for access to employment, education, and necessary appointments to support a transition to housing
- Payments to secure proof of identification (driver license, birth certificates, etc.)

Definitions of Homeless in Accordance with Federal Guidelines

3.1 Homelessness under Category 1 of the HEARTH Act

Homelessness under Category 1 is defined in 24 CFR § 576.2 as: An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: (i) an individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; (ii) an individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low income individuals); or (iii) an individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

3.2 Homelessness under Category 4 of the HEARTH Act

Homelessness under Category 4 is defined in 24 CFR § 576.2 as: Any individual or family who: (i) is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; (ii) has no other residence; and (iii) lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing.

3.2.1 Required Minimum Documentation Standards

SUBRECIPIENT shall maintain documentation of homeless status under Category 4 of the HEARTH Act, which follows the minimum documentation standards listed below.

For Victim Service Providers:

An oral statement by the individual or head of household seeking assistance which states they are fleeing, they have no subsequent residence, and they lack resources. The statement must be documented by a self-certification or a certification by the intake worker.

For non-Victim Service Providers:

An oral statement by the individual or head of household seeking assistance that they are fleeing. This statement is documented by a self-certification or by the caseworker. Where the safety of the individual or family is not jeopardized, the oral statement must be verified; and certification by the individual or head of household that no subsequent residence has been identified; and self-certification by the individual or other written documentation, that the individual or family lacks the financial resources and support networks to obtain other permanent housing.

3.3 Homeless Children and Youth under the McKinney-Vento Homeless Assistance Act

The term “homeless children and youths”— (A) means individuals who lack a fixed, regular, and adequate nighttime residence ...; and (B) includes— (i) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; (ii) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings ...;(iii) children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and (iv) migratory children ... who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii).

How will you make sure your client /organization qualifies for these funds?

By asking the following question:

Where did you stay last night (Living situation)? *

Place not meant for habitation (vehicle/abandoned building/bus/train/outside)

List Location or City: _____

Shelter (name & location): _____

Motel paid by 3rd Party (name & location): _____

Safe Haven (name & location): _____

Interim Housing (name & location): _____

Other (please explain): _____

- Your client must be homeless in the city of Irving as defined on previous slides.

Program Documentation

Program documentation may include but is not limited to:

- Intake documentation for each Program beneficiary via spreadsheet from approved registration form
- Where applicable, log of each room, the name(s) of the resident(s) assigned to the room, length of stay of the resident(s) via spreadsheet
- Invoices and/or receipts for authorized financial assistance, including the name of the Program beneficiary and the type of financial assistance provided, as authorized in the Program Description above.
- Canceled checks or other documentation that reflect payment for authorized financial assistance
- And.....

- Collect and submit Basic Data Elements as listed below

- Name*
- Date of Birth*
- Project Start Date*
- Project Exit Date*
- Social Security Number
- Race
- Ethnicity
- Gender
- Veteran Status
- Disabling Condition
- Destination
- Relationship to Head of Household
- Client Location
- Housing Move-in Date
- Living Situation

**Include appropriate documentation/ verification of homelessness, as required by the City

2.4.1 Conditions of Reimbursement

CITY funding will only be released to SUBRECIPIENT (ICAN) for actually incurred eligible project costs. The obligation of CITY to approve any request or to make any disbursement of CITY funds is subject to the satisfaction of the following conditions at the time of making such disbursement:

- A. SUBRECIPIENT shall not be in default under the term of this Agreement and no events shall exist, which by notice, passage of time, or otherwise would constitute an event of default under this Agreement;
- B. CITY shall have received evidence satisfactory to CITY that all funded activities have been carried out in accordance with the terms of this Agreement and SUBRECIPIENT'S proposed scope of work; and
- C. SUBRECIPIENT shall have submitted on or before the tenth (10th) day of the month following each month of service of the Agreement term a completed reimbursement request using such forms as approved by CITY, other appropriate source documentation as may be required by CITY, and such other supporting evidence as may be requested by CITY to substantiate all payments which are to be made out of the relevant disbursement and/or to substantiate all payments then made with respect to the PROJECT.