

Form Name: IA-BOS CoC New Project & DV Bonus Application  
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## 2019 Iowa Balance of State (IA-501) Continuum of Care (CoC) New & DV Bonus Project Application

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### APPLICANT NAME AND INFORMATION

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<b>Application Type:</b>	New Permanent Supportive Housing (PSH)
<b>Organization Name:</b>	Humility of Mary Shelter, Inc. dba Humility Homes and Services, Inc.
<b>Project Name</b>	Permanent Supportive Housing Expansion
<b>Projected number of clients to be served by new project:</b>	10
<b>Requested Funding Amount:</b>	131040
<b>Currently registered in federal System for Award Management (SAM):</b>	Yes
<b>DUNS #:</b>	828271325
<b>Address of Administrative Office:</b>	3805 Mississippi Avenue Davenport, IA 52807
<b>Primary Contact Name:</b>	Ryan Bobst
<b>Primary Contact Phone:</b>	(563) 326-1330
<b>Primary Contact Email:</b>	r.bobst@humilityhomes.org
<b>Secondary Contact Name:</b>	Ashley Velez
<b>Secondary Contact Phone:</b>	(563) 326-1330
<b>Secondary Contact Email:</b>	a.velez@humilityhomes.org

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### THRESHOLD ASSURANCES

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<b>Having too little or no income:</b>	NOT a Barrier
<b>Having a criminal record with exceptions for state, and/or federal restrictions:</b>	NOT a Barrier

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**Fleeing domestic violence (e.g., lack of a protective order, period of separation from abuser, or law enforcement involvement):** NOT a Barrier

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**Having (or not having) a previous address within Iowa:** NOT a Barrier

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**Failure to comply with HUD's 2016 Gender Identity Rule:**  
(<https://www.hudexchange.info/resource/1991/equal-access-to-housing-final-rule/>) NOT a Barrier

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**Failure to comply with Non-Discrimination and Equal Opportunity Requirements including assuring non-discrimination on the basis of age, race, creed, color, national origin, religion, sex/gender, sexual orientation, gender identity, and familial status and disability.** NOT a Barrier

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## **CONTINUUM OF CARE PARTICIPATION**

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**1. Describe timeline/progress of Coordinated Entry in your region. Explain your organization's participation in Coordinated Entry and the steps taken to support the Coordinated Entry process in the region.**

Coordinated entry went 'live' in our region January 2, 2019. Since that time, HHSI has had representation at each weekly pull meeting. Pull meetings have occurred every Thursday since January 2, 2019 at the lead agency - The Salvation Army's office on 100 Kirkwood Blvd, Davenport, IA. Construction has temporarily relocated the meetings to The Center 1411 Brady Street, Davenport, IA. As the largest provider of Permanent Supportive Housing in our region, we've been leading the dialogue on best practices and assisted in facilitating the development and implementation of coordinated entry. HHSI has invited the lead agency to come on-site and provide physical office space in our emergency shelter. HHSI partnered with the lead agency in conducting a training on defining and documenting people experiencing homelessness on April 10, 2019 in order educate our community and help participants access coordinated entry more quickly and efficiently.

**2. Since January 2018, have representatives of your organization attended at least three bimonthly meetings of the Iowa Council on Homelessness? Note that anyone can participate in Council meetings even if not a voting member. Posted meeting minutes must be available to verify attendance.**

January 19, 2018 - Cassy Gripp, Cathy Jordan, Christie Adamson, Jasmin Campbell, Jennifer Lynch; March 20, 2018 - Cassy Gripp, Cathy Jordan, Emily Harvey; May 18, 2018 - Cassy Gripp, Cathy Jordan, Jennifer Lynch; July 20, 2018 - Cassy Gripp; September 21, 2018 - Cassy Gripp; November 16, 2018 - Ryan Bobst, Cassy Gripp; January 18, 2019 - Cassy Gripp; April 4, 2019 - Ryan Bobst; 5/17/19 - Ryan Bobst, Ashley Velez; 7/19/19 - Ryan Bobst, Ashley Velez

**3. a. Describe professional development opportunities (conferences, meeting, trainings, webinars, etc.) related to Homelessness in which representatives of your organization have participated within the last 12 months.**

The Leadership Academy on Ending Homelessness hosted by OrgCode - Christie Adamson, Wes Frenell. October 23-25, 2018. Roanoke, WV. HUD Peer-to-Peer conference. Wes Frenell, Christie Adamson. June 13-14, 2018, Des Moines, IA. Housing Iowa Conference. Cassie Gripp, Sandy Dimmer. September 5-7, 2018. Des Moines, IA. LEAP (Landlord Education Assistance Program) - City of Davenport, law enforcement and property managers. April 18, 2019. Amie Pake Corporation for Supportive Housing webinars - Jen Rummery attended Addictions 101 on April 17, 2019, and Increasing Social Connectedness for Aging Supportive Housing Tenants on December 10, 2018.

**3. b. From the activities mentioned above, list the top three (3) most useful experiences and describe how your organization implemented information gained from them?**

First, the Leadership Academy on Ending Homelessness was useful in that it focused on data-driven decision-making. HHSI staff networked with providers across North America running similar programs and learned best practices from them, including coordinated entry, PSH program management, and trouble-shooting difficult tenants. Second, LEAP was useful to understanding policies specifically to the City of Davenport and how tenants can protect themselves and how HHSI can be educated and advocate for tenants. Third, HUD Peer-to-Peer was useful for information about Housing First, peer support, and human trafficking. Since the training, HHSI has engaged Braking Traffik, an anti-human trafficking program in Davenport, IA, for all staff training and implementing new safety-planning for participants at-risk of trafficking. Additionally, HHSI is developing a new participant advisory board that will assist in decision-making and policy development to enhance HHSI's delivery of services.

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## **PROJECT MANAGEMENT/DESIGN**

**4. Describe the agency's experience in effectively addressing homelessness, including permanent supportive housing and/or supportive services or prevention services for those experiencing or at risk of homelessness.**

Humility of Mary Housing, Inc. was founded in 1990 in order to provide supportive housing, service coordination and rental assistance to single mothers with young children. In 2008, Humility of Mary Shelter, Inc. was formed to take on Emergency Shelter services in Davenport, IA. In 2018, these two agencies merged to form Humility Homes and Services, Inc. (HHSI). HHSI has provided permanent supportive housing for ten years. Additional services include rapid rehousing, section 8 rentals, single room occupancy units, supportive services for veteran families, and managing the winter emergency shelter in addition to year-round emergency shelter. Formal collaborations have been established to help our participants obtain and maintain permanent housing. For example, HHSI helped support the development and implementation of Coordinated Entry. Community funded housing specialists work with participants in emergency shelter on housing plans that quickly move them to permanent housing.

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**5. To what extent has your agency taken steps locally to educate communities on the issues of homelessness: (e.g. decriminalization of homelessness engaging local policymakers, law enforcement, or business leaders; implementing community plan)?**

From June 2018 to December 2018 HHSI convened six focus groups with 98 people to inspire multi-sector solutions to homelessness. Results from the focus groups can be found on <https://www.humilityhomes.org/qchousingsolutions>. The Davenport Police Department has a formal agreement with HHSI for jail diversion, when the only crime committed is being homeless, police officers drop participants off at our emergency shelter rather than take them to jail. Tours of our emergency shelter of elected officials and presidential candidates occur regularly. HHSI has secured the viewing rights of the new documentary movie, *The Invisible Class*, in order to show private screenings in the community and facilitate discussion and dialogue about homelessness in our community, and potential solutions or areas of advocacy. To date, four private screenings have been shown to more than 200 people. HHSI is on a community-wide task force to end the need for the winter emergency shelter within five years.

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**6. Describe the agency's experience in utilizing non-HUD funds to address homelessness from sources including federal, state, local governments and private funds such as United Way, community foundation and individual donors.**

Due to the demand in our community for permanent supportive housing, HHSI has privately funded 16 households for permanent supportive housing in addition to the HUD funded participants. Funds to address homelessness are raised from United Way of the Quad Cities Area, the Rock Island Mental Health Board, City of Davenport CDBG, Hubbell-Waterman Foundation, Quad Cities Community Foundation, the Moline Foundation, Amy Helpenstell Foundation, Eastern Iowa Mental Health and Disability Services Region, and the US Dept of Veterans Affairs. These funders accounted for approximately \$1,250,000. Individual donors account for approximately \$450,000 annually.

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**7. Describe your agency's basic organization and management structure as it relates to this proposed project. Include relationship of any sub-contractors:**

A volunteer board of directors oversees the strategic vision and fiduciary responsibility of the organization. The administrative team, led by the Executive Director, facilitates the implementation of the strategic vision and fiduciary responsibilities. Specific to this project, the Assistant Director and Housing Supervisor will oversee a Service Coordinator (1.0 FTE) to provide service coordination, transportation, case management, and referral services to 10 permanent supportive housing participants. Referrals to community partners will be made based on the needs of the participant. Sub-contractors will not be used.

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**8. a) Does your agency undergo annual audits by a CPA?**

Yes

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**8. b) Attach letter from your most recent audit.**

[https://s3.amazonaws.com/files.formstack.com/uploads/3508381/79526876/527687215/79526876\\_fy18\\_audit.pdf](https://s3.amazonaws.com/files.formstack.com/uploads/3508381/79526876/527687215/79526876_fy18_audit.pdf)

**9. Briefly describe your agency's financial staffing and capacity:**

HHSI finance department includes a Finance Director and one accounts receivable assistant and one accounts payable assistant. This department is overseen by the Executive Director and the Finance Committee of the board. This team has extensive experience with billing, draws, expense management, and audits for HUD grants.

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**10. Explain the current homelessness need that this project proposes to address and why and how this particular project is likely to reduce or eliminate this need. Cite available data relevant to the communities to be served and to the identified need. Describe any resources currently addressing this need. How would this project be truly "new" in terms of the services provided and the population to be served?**

This project specifically addresses the need presented by those experiencing chronic homelessness in our community. HHSI already is housing and providing services to 16 households which are privately funded, in addition to those households funded by HUD. During the last fiscal year, HMIS data show that of the 531 unique individuals served in our emergency shelter, 115 of which experienced chronic homelessness. This is in addition to the 48 individuals experiencing chronic homelessness that we have already served in permanent supportive housing through both HUD and non-HUD funded initiatives. Also, Coordinated entry has additional individuals identified that do not have access to permanent supportive housing on the pull list. Of the nearly 100 individuals on the pull list, approximately 25 are eligible for permanent supportive housing based on a VI-SPDAT score. HHSI is the only organization in our community provide permanent supportive housing. Therefore, HHSI's request of 10 additional units is to serve people experiencing chronic homelessness who are currently utilizing emergency shelter for their living arrangements.

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**11. Briefly describe how clients will be assisted with obtaining and remaining in permanent housing:**

HHSI will utilize our extensive relationships with landlords in the community to expand to 10 new units. HHSI already owns and leases 93 units in the Quad Cities. HHSI frequently is approached by landlords and donors to rent or buy units. A newly hired service coordinator will work with these identified participants to create a housing plan that identifies strengths and barriers to permanent housing, locate actual housing, secure funding for deposit and rent based on HUD's guidelines, and utilize community-funded flexible funds to help the participant address any potential barriers to obtaining and maintaining housing, such as the purchase of a birth certificate, a bed, or a car repair to get to work.

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**12. List the Iowa counties intended to be served thru this project application:**

Scott County

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**13. Transportation assistance will be provided to clients to attend mainstream benefit appointments, employment training, or jobs.**

True

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**14. Project participants will have access to SSI/SSDI technical assistance provided by the applicant, a sub-recipient, or partner agency.**

True

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15. At least semi-annual follow-ups will be conducted with participants after project exit to ensure and verify that mainstream benefits are received and renewed (and for RRH projects, to ensure and verify that housing stability is maintained).

True

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## HOUSING FIRST

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16. a) Failure to participate in supportive services and/or failure to make progress on a service plan:

No

16. b) Loss of income or failure to improve income:

No

16. c) Active substance abuse:

No

16. d) Any other activity not covered in a lease agreement typically found in the project's geographic area:

No

16. e) Ensure that every effort is made to help participants transition to other housing options when continuation in this project is jeopardized or about to expire?

Yes

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## BUDGET

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17. Rental Assistance - CoC Request

0

17. Rental Assistance - Match

0

17. Rental Assistance - Total

0

17. Leasing - CoC Request

72840

17. Leasing - Total

72840

17. Supporting Services - CoC Request

48000

17. Supporting Services - Match

14750

17. Supportive Services - Total

62750

17. Operating Costs - CoC Request

0

17. Operating Costs - Match

0

<b>17. Operating Costs - Total</b>	0
<b>17. HMIS - CoC Request</b>	0
<b>17. HMIS - Match</b>	0
<b>17. HMIS - Total</b>	0
<b>17. Subtotal - CoC Request</b>	120840
<b>17. Subtotal - Match</b>	14750
<b>17. Subtotal - Total</b>	135590
<b>17. Administration - CoC Request</b>	10200
<b>17. Administration - Match</b>	0
<b>17. Administration - Total</b>	10200
<b>17. Grand Total - CoC Request</b>	131040
<b>17. Grand Total - Match</b>	14750
<b>17. Grand Total - Budget</b>	145790
<b>Match Check (25% or Higher)</b>	25.34
<b>Admin Check (7% or Less)</b>	7.00
<b>Total Request Check (Must =0)</b>	0.00

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**BONUS: UNDER-SERVED COUNTIES**

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18. a) Will this project serve any of the under-served counties reported above? No

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