

Before Starting the Project Application

To ensure that the Project Application is completed accurately, ALL project applicants should review the following information BEFORE beginning the application.

Things to Remember:

- Additional training resources can be found on the HUD.gov at https://www.hud.gov/program_offices/comm_planning/coc.
- Questions regarding the FY 2023 CoC Program Competition process must be submitted to CoCNOFO@hud.gov.
- Questions related to e-snaps functionality (e.g., password lockout, access to user's application account, updating Applicant Profile) must be submitted to e-snaps@hud.gov.
- Project applicants are required to have a Unique Entity Identifier (UEI) number and an active registration in the Central Contractor Registration (CCR)/System for Award Management (SAM) in order to apply for funding under the Fiscal Year (FY) 2023 Continuum of Care (CoC) Program Competition. For more information see FY 2023 CoC Program Competition NOFO.
- To ensure that applications are considered for funding, applicants should read all sections of the FY 2023 CoC Program NOFO.
- Detailed instructions can be found on the left menu within e-snaps. They contain more comprehensive instructions and so should be used in tandem with navigational guides, which are also found on the HUD Exchange.
- Before starting the project application, all project applicants must complete or update (as applicable) the Project Applicant Profile in e-snaps, particularly the Authorized Representative and Alternate Representative forms as HUD uses this information to contact you if additional information is required (e.g., allowable technical deficiency).
- Carefully review each question in the Project Application. Questions from previous competitions may have been changed or removed, or new questions may have been added, and information previously submitted may or may not be relevant. Data entered in the post award and amendment forms in e-snaps will not be imported into the project application.
- Rental assistance projects can only request the number of units and unit size as approved in the final HUD-approved Grant Inventory Worksheet (GIW).
- HUD reserves the right to reduce or reject any renewal project that fails to adhere to 24 CFR part 578 and the application requirements set forth in the FY 2023 CoC Program Competition NOFO.
- YHDP projects must state they were awarded under the YHDP program on screen 3A and answer the YHDP specific page that follows.

1A. SF-424 Application Type

- 1. Type of Submission: Application
- 2. Type of Application: YHDP Project Application

If "Revision", select appropriate letter(s):

If "Other", specify:

3. Date Received: 09/21/2023

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier: NY1404

This is the first 6 digits of the Grant Number, known as the PIN, that will also be indicated on Screen 3A Project Detail. This number must match the first 6 digits of the grant number on the HUD approved Grant Inventory Worksheet (GIW).

Check to confirm that the Federal Award Identifier has been updated to reflect the most recently awarded grant number

6. Date Received by State:

7. State Application Identifier:

1B. SF-424 Legal Applicant

8. Applicant

- a. Legal Name:** The Learning Web
- b. Employer/Taxpayer Identification Number (EIN/TIN):** 16-1494941
- c. Unique Entity Identifier:** LTWGTMVSZFG8

d. Address

- Street 1:** 320 West Buffalo Street
- Street 2:** Suite 2
- City:** Ithaca
- County:** Tompkins
- State:** New York
- Country:** United States
- Zip / Postal Code:** 14850-4364

e. Organizational Unit (optional)

- Department Name:**
- Division Name:**

f. Name and contact information of person to be contacted on matters involving this application

- Prefix:** Ms.
- First Name:** Michelle
- Middle Name:**
- Last Name:** Nolan
- Suffix:**
- Title:** Director of Operations
- Organizational Affiliation:** The Learning Web
- Telephone Number:** (607) 275-0122
- Extension:** 101

Fax Number: (607) 275-0312

Email: michelle@learning-web.org

1C. SF-424 Application Details

9. Type of Applicant: M. Nonprofit with 501C3 IRS Status

10. Name of Federal Agency: Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Title: CoC Program
CFDA Number: 14.267

12. Funding Opportunity Number: FR-6700-N-25
Title: Continuum of Care Homeless Assistance Competition

13. Competition Identification Number:
Title:

1D. SF-424 Congressional District(s)

14. Area(s) affected by the project (state(s) only): New York
(for multiple selections hold CTRL key)

15. Descriptive Title of Applicant's Project: LW YHDP Renewal Project FY 2023

16. Congressional District(s):

16a. Applicant: NY-023

16b. Project: NY-023
(for multiple selections hold CTRL key)

17. Proposed Project

a. Start Date: 10/01/2023

b. End Date: 09/30/2024

18. Estimated Funding (\$)

a. Federal:

b. Applicant:

c. State:

d. Local:

e. Other:

f. Program Income:

g. Total:

1E. SF-424 Compliance

19. Is the Application Subject to Review By State Executive Order 12372 Process? c. Program is not covered by E.O. 12372.

1F. SF-424 Declaration

By signing and submitting this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

I AGREE:

21. Authorized Representative

Prefix: Mr.

First Name: Olan

Middle Name:

Last Name: Mack

Suffix:

Title: Executive Director

Telephone Number: (607) 275-0122
(Format: 123-456-7890)

Fax Number: (607) 275-0312
(Format: 123-456-7890)

Email: olan@learning-web.org

Signature of Authorized Representative: Considered signed upon submission in e-snaps.

Date Signed: 09/21/2023

1G. HUD 2880

Applicant/Recipient Disclosure/Update Report - form HUD-2880
U.S. Department of Housing and Urban Development
OMB Approval No. 2501-0017 (exp. 1/31/2026)

Applicant/Recipient Information

1. Applicant/Recipient Name, Address, and Phone

Agency Legal Name: The Learning Web

Prefix: Mr.

First Name: Olan

Middle Name:

Last Name: Mack

Suffix:

Title: Executive Director

Organizational Affiliation: The Learning Web

Telephone Number: (607) 275-0122

Extension:

Email: olan@learning-web.org

City: Ithaca

County: Tompkins

State: New York

Country: United States

Zip/Postal Code: 14850-4364

2. Employer ID Number (EIN): 16-1494941

3. HUD Program: Continuum of Care Program

4. Amount of HUD Assistance Requested/Received: \$439,946.00

(Requested amounts will be automatically entered within applications)

5. State the name and location (street address, City and State) of the project or activity.

Refer to project name, addresses and CoC Project Identifying Number (PIN) entered into the attached project application.

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? Yes
 (For further information, see 24 CFR Sec. 4.3).

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9. Yes

Part II Other Government Assistance Provided or Requested/Expected Sources and Use of Funds

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/Local Agency Name and Address	Type of Assistance	Amount Requested / Provided	Expected Uses of the Funds
CoC NY 510	Grant	\$879,892.00	Program Services

Note: If additional sources of Government Assistance, please use the "Other Attachments" screen of the project applicant profile.

Part III Interested Parties

Do you need to disclose interested parties for this grant according to the criteria below? No

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true, correct, and accurate. Warning: If you knowingly make a false statement on this form, you may be subject to criminal and/or civil penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional nondisclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

X

Name / Title of Authorized Official: Olan Mack, Executive Director

Signature of Authorized Official: Considered signed upon submission in e-snaps.

Date Signed: 09/21/2023

1H. HUD 50070

HUD 50070 Certification for a Drug Free Workplace

Applicant Name: The Learning Web
Program/Activity Receiving Federal Grant Funding: CoC Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:	
a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.	e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
b. Establishing an on-going drug-free awareness program to inform employees — (1) The dangers of drug abuse in the workplace (2) The Applicant's policy of maintaining a drug-free workplace; (3) Any available drug counseling, rehabilitation, and employee assistance programs; and (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.	f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted — (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;	g. Making a good faith effort to continue to maintain a drugfree workplace through implementation of paragraphs a. thru f.
d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will — (1) Abide by the terms of the statement; and (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;	

2. Sites for Work Performance.

The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Workplaces, including addresses, entered in the attached project application. Refer to addresses entered into the attached project application.

I certify that the information provided on this form and in any accompanying documentation is true and accurate. I acknowledge that making, presenting, submitting, or causing to be submitted a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment.

X

WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802)

Authorized Representative

Prefix: Mr.

First Name: Olan

Middle Name

Last Name: Mack

Suffix:

Title: Executive Director

Telephone Number: (607) 275-0122
(Format: 123-456-7890)

Fax Number: (607) 275-0312
(Format: 123-456-7890)

Email: olan@learning-web.org

Signature of Authorized Representative: Considered signed upon submission in e-snaps.

Date Signed: 09/21/2023

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate:

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Applicant's Organization: The Learning Web

Name / Title of Authorized Official: Olan Mack, Executive Director

Signature of Authorized Official: Considered signed upon submission in e-snaps.

Date Signed: 09/21/2023

1J. SF-LLL

DISCLOSURE OF LOBBYING ACTIVITIES Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352. Approved by OMB0348-0046

HUD requires a new SF-LLL submitted with each annual CoC competition and completing this screen fulfills this requirement.

Answer "Yes" if your organization is engaged in lobbying associated with the CoC Program and answer the questions as they appear next on this screen. The requirement related to lobbying as explained in the SF-LLL instructions states: "The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action."

Answer "No" if your organization is NOT engaged in lobbying.

Does the recipient or subrecipient of this CoC grant participate in federal lobbying activities (lobbying a federal administration or congress) in connection with the CoC Program? No

Legal Name: The Learning Web

Street 1: 320 West Buffalo Street

Street 2: Suite 2

City: Ithaca

County: Tompkins

State: New York

Country: United States

Zip / Postal Code: 14850-4364

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I certify that this information is true and complete.

Authorized Representative

Prefix: Mr.

First Name: Olan

Middle Name:

Last Name: Mack

Suffix:

Title: Executive Director

Telephone Number: (607) 275-0122
(Format: 123-456-7890)

Fax Number: (607) 275-0312
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Email: olan@learning-web.org

Signature of Authorized Representative: Considered signed upon submission in e-snaps.

Date Signed: 09/21/2023

IK. SF-424B

(SF-424B) ASSURANCES - NON-CONSTRUCTION PROGRAMS

OMB Number: 4040-0007
Expiration Date: 02/28/2022

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

- | | |
|-----------|---|
| 1. | Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application. |
| 2. | Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives. |
| 3. | Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain. |
| 4. | Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency. |
| 5. | Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F). |
| 6. | Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism, (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application. |
| 7. | Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. |
| 8. | Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds. |

- | | |
|-----|--|
| 9. | Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327~333), regarding labor standards for federally-assisted construction subagreements. |
| 10. | Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more. |
| 11. | Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93~205). |
| 12. | Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system. |
| 13. | Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.). |
| 14. | Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance. |
| 15. | Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance. |
| 16. | Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures. |
| 17. | Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations." |
| 18. | Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program. |
| 19. | Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award. |

As the duly authorized representative of the applicant, I certify:

Authorized Representative for: The Learning Web
Prefix: Mr.
First Name: Olan

Middle Name:

Last Name: Mack

Suffix:

Title: Executive Director

Signature of Authorized Certifying Official: Considered signed upon submission in e-snaps.

Date Signed: 09/21/2023

Recipient Performance

1. Did you submit your previous year's Annual Performance Report (APR) on time? Not Applicable

2. Do you have any unresolved HUD Monitoring or OIG Audit finding(s) concerning any previous grant term related to this renewal project request? No

3. Do you draw funds quarterly for your current renewal project? Yes

4. Have any funds remained available for recapture by HUD for the most recently expired grant term related to this renewal project request? No

YHDP Renewal Grant Consolidation Screen



The FY2023 CoC Competition will continue offering opportunities to consolidate CoC projects.

1. Consolidations will no longer be required to submit a combined version of the application.
 - a. Consolidations will be required to ONLY submit a Survivor grant and a terminating grant. Up to 10 grants may be involved in a consolidation (Survivor + 9 Terminating grants)
2. Since no combined version will be submitted for the Consolidation, the combining of data will occur at Post-Award. HUD HQ will combine all units, beds and budgets prior to the Post-Award process. The field office and applicant will then be required to combine remaining project data at C1.9a (recipient step). HUD HQ will provide a data report with the data all combined. All that will be required for applicants to do is a simple copy and paste.

We hope this process will simplify and reduce any confusion when submitting expansions or consolidations. If you have any questions, please contact the AAQ.

1. Is this project application requesting to be part of a renewal grant consolidation in the FY 2023 CoC Program Competition? No
"If "No" click on "Next" or "Save & Next" below to move to the next screen."

2A. Project Subrecipients

This form lists the subrecipient organization(s) for the project. To add a subrecipient, select the  icon. To view or update subrecipient information already listed, select the view  option.

Total Expected Sub-Awards:

Organization	Type	Type	Sub-Award Amount
This list contains no items			

3A. Project Detail

- 1. Expiring Grant Project Identification Number (PIN):** NY1404
(e.g., the "Federal Award Identifier" indicated on form 1A. Application Type)
- 2. CoC Number and Name:** NY-510 - Ithaca/Tompkins County CoC
- 3. CoC Collaborative Applicant Name:** Human Services Coalition of Tompkins County, Inc.
- 4. Project Name:** LW YHDP Renewal Project FY 2023
- 5. Project Status:** Standard
- 6. Component Type:** PH
- 6a. Select the type of PH project:** PSH
- 7. Is your agency or expected subrecipient a victim service provider, as defined in 24 CFR 578.3?** No
- 8. Was this project funded under the Youth Homeless Demonstration Program (YHDP)?** Yes
- 9. Will this project include replacement reserves in the Operating budget?** No

3B. Project Description

1. Provide a description that addresses the entire scope of the proposed project.

The needs of youth (16-24 yrs. old) within the general homeless population have traditionally been underrepresented. In terms of housing alone, youth often face additional barriers to shelter access and assistance from DSS, making youth-specific services essential. When considering the total number of homeless youth, rural and couch surfing youth have been grossly underrepresented. The population served will continue to be unaccompanied, runaway and homeless youth up to the age of 24, including pregnant and parenting youth in Tompkins County, NY. The program will continue to serve the literal homeless and imminently at-risk of homelessness as defined by categories 1,2, and 4 of HUD's final definition of homelessness. Learning Web's Permanent Supportive Housing will serve 16 households, 13 of which will be single youth and 3 youth/families with children. We have selected this population based on LW's experience with Transitional Housing and a recognition that the trauma of homelessness can only be mitigated with a long-term sense of safety and security that occurs through consistent, stable housing with support.

LW will conduct outreach using all facets of our networks, relationships and reputation. LW PSH will utilize our extensive network of community partners, including school systems and community members, to identify, engage and serve the needs of homeless YYA. We will conduct street outreach in places youth frequent on a weekly basis and connect with individuals that utilize our Drop In Center. We will continue to receive all referrals to the PSH program through our CoC's Coordinated Entry List (CEL) to ensure that all who are seeking help will receive it.

LW will be providing support services and permanent supportive housing units throughout Tompkins County, NY. Recognizing and having experience working with homeless youth, the LW proposes the continued funding of 16 units of Permanent Supportive Housing (PSH) that combines a dwelling unit with the support needed by young people in our community. The need for community-based PSH will allow vulnerable YYAs the time and space to address chronic conditions without fear of losing housing. The consistency and stability of the LW PSH will create the psychological preconditions needed by the youth to address issues and sustain progress.

1a. Provide a description that addresses how this project will follow Positive Youth Development.

Our PYD services rest upon five key principles:

- ENGAGEMENT WITH EMPOWERMENT:** Youth we engage with are often alienated and distrustful, the product of many negative experiences with families, schools, child welfare and/or the legal system. We work with each youth to collaboratively build a very different youth experience. In short, everything we do is staff-guided, but youth driven.
- MOVE BEYOND CRISIS:** Before all else, staff assist youth to assure that basic needs are met. Once safety and security are assured, our ongoing interactions with youth return, again and again, to the same concern: planning for the future. Youth and staff collaboratively map out incremental program steps to secure stable housing, complete an education, and secure employment.
- MEET OBLIGATIONS:** We help youth understand and follow through on their obligations to school, community and in some cases, public systems (i.e., courts, DSS).
- BUILD LIFE SKILLS:** As we interact with youth, LW staff are alert to learning opportunities in the daily lives of each youth we work with, and staff use those opportunities help youth build social/emotional strength, teach independent living skills, and facilitate positive youth choices that assure health, wellness, and safety.
- BELONGING/RESPECTING:** We create and facilitate positive peer groups that provide program participants with friendships, support and respect while offering opportunities for youth to serve as leaders and mentors. We create and coordinate apprenticeships with adult mentors whose knowledge and skills align with the interests of individual youth participants.

1b. Provide a description that addresses how this project will follow Trauma Informed Care.

The Learning Web uses a Trauma-Informed Care (TIC) approach in designing and operating our program and agency. TIC addresses residents' psychological and behavioral needs providing residents with tools that help them make sense of their experiences, identify triggers, bring themselves into regulation sooner, and reframe their world-view—moving from one of chaos and victimization, to one of self-awareness, empowerment, and stability. TIC principles and strategies guide our work and sustain youth and staff as they work together. To implement the TIC principles into daily programming and practice, our agency has developed policies and procedures used to guide staff in their work with youth. The Learning Web has relationships with local mental health clinics and therapists, who accept referrals of youth. Providing ongoing staff/volunteer development is critical to maintain a TIC agency. All staff/volunteers are required to complete annual training and education on trauma and current best practices in Trauma Informed Care.

1c. How does this project help the community meet the shared vision, goals and objectives of the coordinated community plan?

LW was an integral part of the team that met, strategized, prioritized, and ultimately crafted our local (Tompkins County) Coordinated Community Plan. Youth with lived experiences, community, service providers as well as various human service agencies worked as equal partners in our CCP's development. LW shares the CCP's vision, goals, and objectives as outlined in our CCP. This shared vision, goal and objective allows LW to provide services through its YHDP PSH program in a manner consistent with the goals and objectives of our CCP. The Tompkins County Coordinated Community Plan's (CCP) vision and mission align seamlessly with the mission and service delivery model of LW. LW has been delivering services to homeless and marginalized youth for over 30 years. LW is an integral part of the Ithaca/Tompkins County community when it comes to human service delivery to youth, and for over 50 years has been building service provider and advocacy relationships with youth. LW's PSH program is aligned to address the goals of the CCP (Social and Emotional Well-Being, Education and Employment and Housing/Shelter) in its service delivery to homeless youth. LW has been an active and supportive participant in the activities that led to the creation of the CCP and is committed to continuing to work diligently to see its mission and vision realized.

2. Check the appropriate box(s) if this project will have a specific subpopulation focus. (Select all that apply)

N/A - Project Serves All Subpopulations	<input type="checkbox"/>	Domestic Violence	<input type="checkbox"/>
Veterans	<input type="checkbox"/>	Substance Abuse	<input type="checkbox"/>
Youth (under 25)	<input checked="" type="checkbox"/>	Mental Illness	<input type="checkbox"/>
Families with Children	<input type="checkbox"/>	HIV/AIDS	<input type="checkbox"/>
		Chronic Homeless	<input type="checkbox"/>
		Other (Click 'Save' to update)	<input type="checkbox"/>

2a. Please identify the specific populations addressed in this project

Pregnant/Parenting	<input checked="" type="checkbox"/>
Minors (Include short textbox if "minor" selected)	<input type="checkbox"/>
Foster care/justice involved youth	<input type="checkbox"/>
LGBTQ+	<input type="checkbox"/>
Gender Non-Conforming	<input type="checkbox"/>
Victims of Sexual Trafficking	<input type="checkbox"/>

Other	<input type="text"/>
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3. Housing First

3a. Does the project quickly move participants into permanent housing? Yes

3b. Does the project items enroll program participants who have the following barriers? Select all that apply.

Having too little or little income	<input checked="" type="checkbox"/>
Active or history of substance use	<input checked="" type="checkbox"/>
Having a criminal record with exceptions for state-mandated restrictions	<input checked="" type="checkbox"/>
History of victimization (e.g. domestic violence, sexual assault, childhood abuse)	<input checked="" type="checkbox"/>
None of the above	<input type="checkbox"/>

3c. Will the project prevent program participant termination for the following reasons? Select all that apply.

Failure to participate in supportive services	<input checked="" type="checkbox"/>
Failure to make progress on a service plan	<input checked="" type="checkbox"/>
Loss of income or failure to improve income	<input checked="" type="checkbox"/>
Any other activity not covered in a lease agreement typically found for unassisted persons in the project's geographic area	<input checked="" type="checkbox"/>
None of the above	<input type="checkbox"/>

3d. Does the project follow a "Housing First" approach? Yes

5. Effectively serving youth populations:

5a. Describe the racial composition of the persons or households who are expected to benefit from your proposed grant activities, including a description of how you analysed the local population to determine this.

For the past 30 years, we have collected, reported on and analyzed our data pertaining to youth in need of housing and prevention services and those youth who have received our housing and homeless prevention services. Our data demonstrates that from 2010-2022, over 60% youth receiving our housing and prevention services have been youth of color. Currently, in Year 1 of our YHDP PSH program, 50% identify as African American/Black and 25% identify as two or more races.

This data is collected and compiled via our local CoC through input into our local HMIS and encompasses our total service area of Tompkins County, NY.

5b. Identify any potential barriers to persons or communities of color equitably benefiting from your proposed grant activities.

At LW, we recognize the need for addressing systemic issues (particularly with regard to housing discrimination for people of color). One significant barrier is the lack of ethnic diversity of direct service providers. This is a community-wide issue and includes the Learning Web. This lack of diversity can create a potential barrier in the form of our service providers / staff being viewed as unrelatable and or knowledgeable as to the needs, concerns, or best practices of service delivery to communities of color. Outreach to communities of color can also be a potential barrier. LW has found that outreach of service providers, including LW, tend to be much more successful when the uniqueness of the community being outreached to is respected and the outreach methods are nuanced specifically for the targeted community. Not accounting for these potential barriers limits our ability to develop and analyze our proposed grant activities and communications thoroughly because the lens through which we view our efforts lack the diversity of life experiences and racial/ethnic make-up representative of the youth that we serve.

5c. Detail the steps you will take to prevent, reduce or eliminate these barriers.

The LW YHDP PSH program design is inclusive of youth across intersectional identities. We are committed to eliminating racial disparities in housing outcomes. We incorporate several strategies to that end:

1. Inclusive and diverse participant enrollment through the use of a centralized and needs based CoC Coordinated Entry process.
2. Quarterly review of participant data and outcomes to critically evaluate our programs through the lens of racial disparity, among others.
3. Staff training focused on anti-racism, diversity, equity and inclusion through various mediums, including RHY, NYS OCFS, Tompkins County Human Rights Commission, the Network for Youth Success and others.
4. Participant education
5. Intensive, individualized case management that seeks to discover each youth's inherent special talents and gifts.
6. Review and reworking of agency communications, including brochures, participant manuals, intake forms and procedures, to ensure that they are inclusive of representation of service delivery to a broad and diverse participant population.

5d. Describe the measures in place to track progress and evaluate the effectiveness of efforts to advance racial equity through the grant activities.

1. Quarterly review of participant demographic data and outcomes to critically evaluate our programs through the lens of racial disparity.
2. Involvement of our YAB, especially YAB members of color, once again through a lens of racial disparity, to evaluate our programs via 1:1 interviews with participants, and surveys of LW staff, to solicit feedback, evaluate effectiveness to advance racial equity and provide suggestions for improvement.

3C. DedicatedPLUS

Dedicated and DedicatedPLUS

A “100% Dedicated” project is a permanent supportive housing project that commits 100% of its beds to chronically homeless individuals and families, according to NOFA Section III.3.b.

A “DedicatedPLUS” project is a permanent supportive housing project where 100% of the beds are dedicated to serve individuals with disabilities and families in which one adult or child has a disability, including unaccompanied homeless youth, that at a minimum, meet ONE of the following criteria according to NOFA Section III.A.3.b:

- (1) experiencing chronic homelessness as defined in 24 CFR 578.3;
- (2) residing in a transitional housing project that will be eliminated and meets the definition of chronically homeless in effect at the time in which the individual or family entered the transitional housing project; .
- (3) residing in a place not meant for human habitation, emergency shelter, or safe haven; but the individuals or families experiencing chronic homelessness as defined at 24 CFR 578.3 had been admitted and enrolled in a permanent housing project within the last year and were unable to maintain a housing placement;
- (4) residing in transitional housing funded by a Joint TH and PH-RRH component project and who were experiencing chronic homelessness as defined at 24 CFR 578.3 prior to entering the project;
- (5) residing and has resided in a place not meant for human habitation, a safe haven, or emergency shelter for at least 12 months in the last three years, but has not done so on four separate occasions; or
- (6) receiving assistance through a Department of Veterans Affairs(VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system.

A renewal project where 100 percent of the beds are dedicated in their current grant as described in NOFA Section III.A.3.b. must either become DedicatedPLUS or remain 100% Dedicated. If a renewal project currently has 100 percent of its beds dedicated to chronically homeless individuals and families and elects to become a DedicatedPLUS project, the project will be required to adhere to all fair housing requirements at 24 CFR 578.93. Any beds that the applicant identifies in this application as being dedicated to chronically homeless individuals and families in a DedicatedPLUS project must continue to operate in accordance with Section III.A.3.b. Beds are identified on Screen 4B.

**Is this project “100% Dedicated,” DedicatedPLUS
“DedicatedPLUS,” or “Other”?**

**OTHER - Only select ‘Other’ if your project will
not review program participant’s eligibility for 100
Percent Dedicated Chronic Homelessness or
DedicatedPlus eligibility standards.**

Youth Homeless Demonstration Projects

1. Does this project carry out housing problem solving activities to divert or rapidly exit households from homelessness? Yes

1a. Describe the intervention strategy to engage families and how community partnerships such as child welfare agencies, schools, youth providers, and other community service and homeless providers are incorporated into the intervention strategy?

LW's intervention/engagement strategy involves several aspects including direct outreach, local school collaborations, municipal partners (DSS, County Youth Bureau, city youth agencies, Continuum of Care) and various human services agencies, as well as nontraditional outreach/engagement methods including social media. The LW PSH program will continue to provide, among others, the following services: case management, housing search assistance, education/school research and assistance, employment preparation and support, childcare assistance, utility assistance and food assistance. Some of the other community service providers include but are not limited to: St. John's Emergency Shelter (provides emergency shelter for YYA ages 18-under 22); Tompkins County Department of Social Services (emergency shelter for YYA ages 18-under 22), SNAP and TANF benefits, Human Services Coalition of Tompkins County (211 hotline and health insurance navigators), Tompkins Workforce (Workforce Innovation and Opportunities Act-WIOA-services including support for finding and maintaining employment), Friendship Donations Network and Southern Tier Foodbank (food assistance)

1b. What services are provided to engage the family and youth? (You may select more than one)

Family counseling	<input type="checkbox"/>
Conflict Resolution	<input type="checkbox"/>
Parenting Supports	<input checked="" type="checkbox"/>
Relative or kinship caregiver resources	<input type="checkbox"/>
Targeted substance abuse and mental health treatment	<input type="checkbox"/>
Housing Search Assistance	<input checked="" type="checkbox"/>
Landlord-Tenant mediation	<input checked="" type="checkbox"/>
Legal Services	<input type="checkbox"/>

Utility or Security Deposits	<input checked="" type="checkbox"/>
One time moving assistance	<input checked="" type="checkbox"/>
Rental Application fees	<input checked="" type="checkbox"/>
Utility or Rental Arrears	<input checked="" type="checkbox"/>
Other (if other selected, use textbox to explain the potential service)	<input type="checkbox"/>

2. Is this a Host Homes Project? No

3. Does this project plan to use Rental Assistance? No

4. How will the community continue to involve the Youth Action Board (YAB) in the development and implementation of YHDP projects?

In our first year, we have worked collaboratively with the Youth Action Board (YAB) to design and implement the LW's YHDP PSH program. YAB members have reviewed our program manual, collaborated with us in the interviewing and hiring of case management staff and advising us on needed service delivery and recreational activities. Going forward, we are working with YAB to evaluate our program by interviewing and surveying PSH staff and participants to gauge participant satisfaction and solicit feedback. YAB will continue to be provided with regular opportunities to suggest program improvements based on the feedback that they gather. YAB members are also encouraged to apply for employment at the agency as another way to uplift and include voices of those with lived experience of homelessness.

5. Will your project offer any specialized services for youth living with HIV/AIDS? No

Special YHDP Activities

1. Is the YHDP Renewal project applicant requesting a Special YHDP Activity, Exemption or Innovative Activity? Yes

2. Check the appropriate box(s) for the Special YHDP Activity the applicant is requesting. (Select all that apply)

Reminder, certain activities require a Supportive Services budget connection. Review the Detailed Instructions to learn more

III.B.4.b(7)(a)(i) Leases under 12 months (minimum 1 month) - (ELIGIBLE ONLY FOR PH, TH & JOINT)	<input type="checkbox"/>
III.B.4.b(7)(a)(ii) Use of leasing, Sponsored Based Rental Assistance (SRA) and Project Based Rental Assistance (PRA) in Rapid Rehousing (RRH) - (ELIGIBLE ONLY FOR PH & JOINT)	<input type="checkbox"/>
III.B.4.b(7)(a)(iii) Project admin funds used to employ youth with lived experience for project implementation, execution, and improvement - (ELIGIBLE ONLY FOR PROJECTS WITH AN ADMIN COST BLI)	<input checked="" type="checkbox"/>
III.B.4.b(7)(a)(iv) Project admin funds used to attend non-HUD sponsored or approved conferences (must be relevant to youth homelessness) - (ELIGIBLE ONLY FOR PROJECTS WITH AN ADMIN COST BLI)	<input checked="" type="checkbox"/>
III.B.4.b(7)(a)(v) Employ youth receiving recipient services (document nature of work and no conflicts of interest) - (ELIGIBLE ONLY FOR PH, TH, JOINT & SSO)	<input type="checkbox"/>
III.B.4.b(7)(a)(vi) Use habitability standards in 24 CFR 576.403© rather than HQS in 24 CFR 578.75 for up to 24 months of housing assistance (document standards applied to units and proof of compliance) - (ELIGIBLE ONLY FOR PH, TH & JOINT)	<input type="checkbox"/>
III.B.4.b(7)(a)(vii) Provide moving expense more than one time to a program participant - (ELIGIBLE ONLY FOR PH, TH, JOINT & SSO)	<input checked="" type="checkbox"/>
III.B.4.b(7)(a)(viii) Provide payments for families that provide housing under host homes and kinship care (up to \$500 per month) - (ELIGIBLE ONLY FOR HOST HOME & KINSHIP CARE)	<input type="checkbox"/>
III.B.4.b(7)(a)(ix) YHDP recipients may continue providing supportive services to program participants for up to 12 months after the program participant exits homelessness, transitional housing or after the end of housing assistance.	<input type="checkbox"/>
No Special YHDP Activities Requested	<input type="checkbox"/>

3. YHDP grant funds may be used for the following if they are necessary to assist program participants to obtain and maintain housing. Recipients and subrecipients must maintain records establishing how it was determined paying the costs was necessary for the program participant to obtain and retain housing and must also conduct an annual assessment of the needs of the program participants and adjust costs accordingly. (Select all that apply) - Eligible only to projects with a Supportive Services BLI

III.B.4.b(7)(a)(x)(i) Security deposits (not to exceed 2 months of rent)	<input checked="" type="checkbox"/>	III.B.4.b(7)(a)(x)(ii) Pay for damage to units (not to exceed 2 months rent)	<input checked="" type="checkbox"/>
III.B.4.b(7)(a)(x)(iii) Costs to provide household cleaning supplies	<input checked="" type="checkbox"/>	III.B.4.b(7)(a)(x)(iv) Housing start-up expenses (not to exceed \$300 per participant)	<input checked="" type="checkbox"/>
III.B.4.b(7)(a)(x)(v) Purchase cell phone and service (cost must be reasonable and housing related)	<input checked="" type="checkbox"/>	III.B.4.b(7)(a)(x)(vi) Cost of Internet (costs must be reasonable)	<input checked="" type="checkbox"/>
III.B.4.b(7)(a)(x)(vii) Payment of rental arrears (up to 6 months)	<input checked="" type="checkbox"/>	III.B.4.b(7)(a)(x)(viii) Payment of utility arrears (up to 6 months)	<input checked="" type="checkbox"/>
III.B.4.b(7)(a)(x)(ix) Payment of utilities (up to 3 months)	<input checked="" type="checkbox"/>	III.B.4.b(7)(a)(x)(x) Pay gas a mileage for participant personal vehicle for trips for eligible services	<input checked="" type="checkbox"/>
III.B.4.b(7)(a)(x)(xi) Payment of Legal fees	<input checked="" type="checkbox"/>	III.B.4.b(7)(a)(x)(xii) Payment of insurance, registration and past driving fines	<input checked="" type="checkbox"/>
None	<input type="checkbox"/>		

4. Check the appropriate box(s) for the Special YHDP Activity - Exemptions the applicant is requesting. (Select all that apply)

III.B.4.b(7)(b)(i) A recipient may provide up to 36 months of Rapid Rehousing rental assistance to a program participant if the recipient demonstrates (1) the method it will use to determine which youth need rental assistance beyond 24 months and (2) the services and resources that will be offered to ensure youth are able to sustain their housing at the end of the 36 months of assistance. - (ELIGIBLE ONLY FOR PH-RRH)	<input type="checkbox"/>
III.B.4.b(7)(b)(ii) YHDP recipients may continue providing supportive services to program participants for up to 24 months after the program participant exits homelessness, transitional housing or after the end of housing assistance if the recipient demonstrates: 1) the proposed length of extended services to be provided; 2) the method it will use to determine whether services are still necessary; and 3) how those services will result in self-sufficiency and ensure stable housing for the YHDP program participant. - (ELIGIBLE ONLY FOR PROJECTS WITH SUPPORTIVE SERVICES BLI)	<input checked="" type="checkbox"/>
III.B.4.b(7)(b)(iii) YHDP recipients may continue providing supportive services to program participants for up to 36 months after the program participant exits homelessness, if the services are in connection with housing assistance, such as the Foster Youth to Independence initiative, or if the recipient can demonstrate that extended supportive services ensures continuity of case workers for program participants. - (ELIGIBLE ONLY FOR PROJECTS WITH SUPPORTIVE SERVICES BLI)	<input type="checkbox"/>
III.B.3.h Recipients will not be required to meet the 25% match requirement if the applicant is able to show it has taken reasonable steps to maximize resources available for youth experiencing homelessness in the community. - (ELIGIBLE FOR ALL PROJECTS)	<input checked="" type="checkbox"/>

III.B.4.b(7)(b)(iv) 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. - (ELIGIBLE ONLY FOR PROJECTS WITH RENTAL ASSISTANCE, LEASING OR OPERATING BLI)	<input type="checkbox"/>
III.B.4.b(7)(b)(v) YHDP recipients may provide payments of up to \$1000 per month for families that provide housing under a host home and kinship care model, provided that the recipient can show that the additional cost is necessary to recruit hosts to the program. - (ELIGIBLE ONLY FOR HOST HOMES & KINSHIP CARE)	<input type="checkbox"/>
III.B.4.b(7)(b)(vi) YHDP recipients may pay for short-term (up to three months) emergency lodging in motels or shelters as the transitional housing component in a Joint transitional housing-rapid rehousing (TH-RRH) project, provided that the recipient can demonstrate that use of the hotel or motel room is accessible to supportive services. - (ELIGIBLE ONLY FOR JOINT)	<input type="checkbox"/>
No Exemptions Requested.	<input type="checkbox"/>

Enter required additional information about your YHDP Special Activity Request. Requirements for YHDP Special Activities can be found in the NOFO citation included on this screen. Please answer ALL requirements prior to submission.

III.B.4.b(7)(b)(ii):

LW would like to continue to provide supportive services to participants after they exit homelessness for up to 24 months. Although participants exit homelessness, they often times find themselves in very fragile situations on a number of levels. LW still being able to assist with its services, especially the special activities will provide for sustained positive outcomes to participants who exit homelessness. LW PSH program having the option to provide support even though participant have exited homelessness will give reinforcement and backstops in terms of participants' support, allowing participants to still receive these services as they move toward solidifying their support systems and networks.

III.B.3.h:

The Learning Web is requesting a waiver of the 25% match. Learning Web continues to take reasonable steps to maximize resources and services in its delivery of services to YHDP PSH participants. The Learning Web intends to provide program participants with a host of ancillary support services including money management skills valued at \$5000/yr, Life Skills instruction/support valued at \$5,000/yr, mileage costs of ensure case managers' mobility, valued at \$3,000/yr., cell phones for staff to increase access valued at \$1,600/yr., mentoring services valued at \$5,000/yr as well as a host of supportive services provided by community partners which will benefit program participants. The Learning Web is also committed to supporting the PSH program via office space, furniture, and use of related technology/equipment. Lastly, participants will have access to and receive various in-kind donations of food, technology, furniture, toiletries, laundry facilities and cleaning supplies.

5. Innovative Activities III.B.4.b(7)(c)

a. Is the applicant requesting an innovative activity? No

6. Are the Special YHDP Activity selections made on this screen different than what this project was awarded in FY2022? If you are unsure what you were awarded, please contact your local CPD Rep. No

4A. Supportive Services for Participants

**1. For all supportive services available to program participants, indicate who will provide them and how often they will be provided.
 Click 'Save' to update.**

Supportive Services	Provider	Frequency
Assessment of Service Needs	Applicant	As needed
Assistance with Moving Costs	Applicant	As needed
Case Management	Applicant	Weekly
Child Care	Applicant	As needed
Education Services	Non-Partner	As needed
Employment Assistance and Job Training	Applicant	As needed
Food	Applicant	Monthly
Housing Search and Counseling Services	Applicant	Weekly
Legal Services	Non-Partner	As needed
Life Skills Training	Applicant	Monthly
Mental Health Services	Non-Partner	As needed
Outpatient Health Services	Non-Partner	As needed
Outreach Services	Applicant	As needed
Substance Abuse Treatment Services	Non-Partner	As needed
Transportation	Applicant	As needed
Utility Deposits	Applicant	As needed

2. How will the project allow youth the ability to choose the providers and interventions that fit their needs?

LW incorporates both PYD and Trauma Informed Care into its service delivery model. Both highlight youth voice and choice as key components to successful service delivery. Utilizing these core tenants as a guide, LW staff ensure that youth needs are being heard and are valued, empowering them to have choice and input into the services they receive.

3. How will the project respond to the different needs for service type, intensity, and length of supports for youth?

LW's 30+ years of experience and success serving homeless youth has afforded us the ability to establish and maintain strong relationships with the vast majority of community service providers within the Tompkins County community. Our agency has 50+ years of successfully serving youth in our community and this longevity and experience has informed our practice over time, but LW has always put the needs of youth at the forefront. Each youth is different and so their need for service is as individual as they are. The LW is very flexible in its service delivery timeline, level of intensity and diversity of supports that we provide or request of other agencies. We have decades of experience with assisting youth to successfully move on from needing LW services as well of assisting those who require extended length of time/service and everywhere in between. We find meeting youth where they are and being consistent yet flexible to be the best service delivery model.

Identify whether the project includes the following activities:

4. Transportation assistance to program participants to attend mainstream benefit appointments, employee training, or jobs? Yes

4a. Transportation assistance to clients to attend Youth Action Board (YAB) meetings and other community events? Yes

5. Annual follow-ups with program participants to ensure mainstream benefits are received and renewed? Yes

6. Do program participants have access to SSI/SSDI technical assistance provided by this project applicant, a subrecipient, or partner agency? Yes

6a. Has the staff person providing the technical assistance completed SOAR training in the past 24 months? No

4A. HMIS Standards

1. Is the HMIS currently programmed to collect all Universal Data Elements (UDEs) as set forth in the FY 2022 HMIS Data Standard Manual? Yes

2. Does HMIS produce all HUD-required reports and provide data needed for HUD reporting? (i.e., Annual Performance Report (APR)/CoC reporting, Consolidated Annual Performance and Evaluation Report (CAPER)/ESG reporting, Longitudinal System Analysis (LSA)/Annual Homeless Assessment Report, System Performance Measures (SPM), and Data Quality Table, etc.). Yes

3. Is your HMIS capable of generating all reports required by all Federal partners including HUD, VA, and HHS? Yes

4. Does HMIS provide the CoC with an unduplicated count of program participants receiving services in the CoC? Yes

5. Describe your organizations process and stakeholder involvement for updating your HMIS Governance Charters and HMIS Policies and Procedures.

The Housing and Homeless Coalition of Central New York (HHC), through a HUD contract supported by the Continuum of Care (CoC) NY-510 with United Way of Central New York (UWCNY) as the CoC Collaborative Applicant and HMIS Lead, administers the Central New York Homeless Management Information System (CNY HMIS). Each participating agency of the CoC has at least one representative on NY510's Data Committee, a group of agency HMIS administrators, that reviews HMIS Governance Charters, Policies and Procedures and trainings for users. This committee meets monthly. Updates to Governance Charters and Policies/Procedures are reviewed by this committee in a timely manner, updated as necessary and then voted on by the membership of the committee for adoption.

6. Who is responsible for insuring the HMIS implementation meets all privacy and security standards as required by HUD and other federal partners?

Each participating agency is required to adhere to the standard procedures as outlined in the NYS HMIS Policy and Procedures manual. This is updated annually.

Policy: Participating Agencies must develop and have in place minimum information security protocols.

Information Security Protocols or procedures will protect the confidentiality of the data and to ensure its integrity at the site, as well as the confidentiality of the clients. At a minimum, a Participating Agency must develop rules, protocols or procedures to address each of the following:

- Unattended workstations
- Physical access to workstations
- Policy on user account sharing
- Client record disclosure
- Report generation, disclosure, and storage
- Non-usage of Public Wi-Fi services

7. Does the HMIS Lead conduct Privacy and Security Training and follow up on privacy and security standards on a regular basis? Yes

8. What is the CoC's policy and procedures for managing a breach of Personally Identifiable Information (PII) in HMIS?

User violations – Violation of release of personal identifying information (PII)

- If a breach of PII in HMIS occurs, it must be reported directly to the HMIS Administrator. If the Provider Agency of the user involved in the infraction was not the source of the discovery, they will be notified. Any user found to be in violation of Policies and Procedures will be initially sanctioned by a suspension of system privileges. This suspension may be temporary based upon the findings following a thorough investigation by the Provider Agency.
- The Provider Agency is then required to conduct an internal investigation surrounding the PII violation and make a determination to either reinstate the user’s access or revoke it within 7-10 business days of the initial notification. If the agency request reinstatement, they must submit a corrective action plan outlining what steps will be taken to ensure this type of infraction does not occur again.
- If the HMIS Administrator does not agree with the reinstatement, the Governance Committee will then be notified of the infraction and will make a decision for reinstatement or have a final decision to revoke the user’s access.
- The Executive Director or equivalent administrator of the participating agency can make an appeal against the revocation to the HMIS Administrator in writing within seven days. The HMIS Administrator will then notify the Governance Committee for review. The Governance Committee will at that point vote to overturn the sanction issued by the Executive Board or keep sanction as is.
- The HMIS Administrator will make every attempt to notify all clients involved in the infraction by mail within one week of the final decision. This notification will include the agency involved, the type of infraction, the details about the violation, and the final sanction issued by the HMIS Administrator. The clients will also be reminded of their right to a full audit of their HMIS record, along with their right to file a grievance with the Provider Agency, which will include the contact information for that agency. The client will also be offered a chance to share their feelings around this violation, and how they were impacted personally.

Agency Violation of HMIS Policies and Procedures (Including HMIS Policy & Procedure Manual, Data Quality Plan &/or Participating Agency Agreement)

- HMIS Administrator will contact agency regarding violations
- PII Violation - Agency will have 30 days to respond to HMIS Administrator
- Agency must make a corrective action plan – objective measures
- Agency will be on probationary period for 90 days.
- Any agency that is found to have consistently and or flagrantly violated Policies and Procedures may have their access privileges suspended or revoked.
- No contact or response by agency in 30 days, HMIS Administrator will issue a letter to the Executive Director or designated staff.
- No contact or response by agency within 60 days of initial contact regarding violations the agency will be closed in HMIS, and license access terminated.
- If agency is an essential project, the funder will also be notified of violations.
- Any Agency that is removed for a violation can request access again, but they will need to follow the same procedures as new agencies
- The Executive Director of the participating agency can make an appeal against the HMIS Administrator’s sanction in writing within 7 days.

4B. Housing Type and Location

The following list summarizes each housing site in the project. To add a housing site to the list, select the  icon. To view or update a housing site already listed, select the  icon.

Total Units: 16

Total Beds: 20

Total Dedicated CH Beds: 20

Housing Type	Housing Type (JOINT)	Units	Beds
Scattered-site apartments (...)	---	1	1
Scattered-site apartments (...)	---	1	1
Scattered-site apartments (...)	---	1	1
Scattered-site apartments (...)	---	1	1
Scattered-site apartments (...)	---	1	1
Scattered-site apartments (...)	---	1	1
Scattered-site apartments (...)	---	1	1
Scattered-site apartments (...)	---	9	13

4B. Housing Type and Location Detail

1. **Housing Type:** Scattered-site apartments (including efficiencies)

2. **Indicate the maximum number of units and beds available for program participants at the selected housing site.**

a. **Units:** 1

b. **Beds:** 1

3. **How many beds of the total beds in "2b. Beds" are dedicated to the chronically homeless?** 1

4. **Beds for Youth:** 1

5. Address:

Project applicants must enter an address for all proposed and existing properties. If the location is not yet known, enter the expected location of the housing units. For Scattered-site and Single-family home housing, or for projects that have units at multiple locations, project applicants should enter the address where the majority of beds will be located or where the majority of beds are located as of the application submission. Where the project uses tenant-based rental assistance in the RRH portion, or if the address for scattered-site or single-family homes housing cannot be identified at the time of application, enter the address for the project's administration office. Projects serving victims of domestic violence, including human trafficking, must use a PO Box or other anonymous address to ensure the safety of participants.

Street 1: 416 West Buffalo Street

Street 2: Apt 3

City: Ithaca

State: New York

ZIP Code: 14850

6. **Select the geographic area(s) associated with the address:**
(for multiple selections hold CTRL Key)

363168 Ithaca, 369109 Tompkins County

4B. Housing Type and Location Detail

1. Housing Type: Scattered-site apartments (including efficiencies)

2. Indicate the maximum number of units and beds available for program participants at the selected housing site.

a. Units: 1

b. Beds: 1

3. How many beds of the total beds in "2b. Beds" are dedicated to the chronically homeless? 1

4. Beds for Youth: 1

5. Address:

Project applicants must enter an address for all proposed and existing properties. If the location is not yet known, enter the expected location of the housing units. For Scattered-site and Single-family home housing, or for projects that have units at multiple locations, project applicants should enter the address where the majority of beds will be located or where the majority of beds are located as of the application submission. Where the project uses tenant-based rental assistance in the RRH portion, or if the address for scattered-site or single-family homes housing cannot be identified at the time of application, enter the address for the project's administration office. Projects serving victims of domestic violence, including human trafficking, must use a PO Box or other anonymous address to ensure the safety of participants.

Street 1: 210 Stewart Avenue

Street 2: Apt 2A

City: Ithaca

State: New York

ZIP Code: 14850

**6. Select the geographic area(s) associated with the address:
(for multiple selections hold CTRL Key)**

363168 Ithaca, 369109 Tompkins County

4B. Housing Type and Location Detail

1. Housing Type: Scattered-site apartments (including efficiencies)

2. Indicate the maximum number of units and beds available for program participants at the selected housing site.

- a. Units:** 1
- b. Beds:** 1

3. How many beds of the total beds in "2b. Beds" are dedicated to the chronically homeless? 1

4. Beds for Youth: 1

5. Address:

Project applicants must enter an address for all proposed and existing properties. If the location is not yet known, enter the expected location of the housing units. For Scattered-site and Single-family home housing, or for projects that have units at multiple locations, project applicants should enter the address where the majority of beds will be located or where the majority of beds are located as of the application submission. Where the project uses tenant-based rental assistance in the RRH portion, or if the address for scattered-site or single-family homes housing cannot be identified at the time of application, enter the address for the project's administration office. Projects serving victims of domestic violence, including human trafficking, must use a PO Box or other anonymous address to ensure the safety of participants.

- Street 1:** 214 South Geneva Street
- Street 2:** Apt 5
- City:** Ithaca
- State:** New York
- ZIP Code:** 14850

6. Select the geographic area(s) associated with the address:
(for multiple selections hold CTRL Key)

363168 Ithaca, 369109 Tompkins County

4B. Housing Type and Location Detail

1. Housing Type: Scattered-site apartments (including efficiencies)

2. Indicate the maximum number of units and beds available for program participants at the selected housing site.

a. Units: 1

b. Beds: 1

3. How many beds of the total beds in "2b. Beds" are dedicated to the chronically homeless? 1

4. Beds for Youth: 1

5. Address:

Project applicants must enter an address for all proposed and existing properties. If the location is not yet known, enter the expected location of the housing units. For Scattered-site and Single-family home housing, or for projects that have units at multiple locations, project applicants should enter the address where the majority of beds will be located or where the majority of beds are located as of the application submission. Where the project uses tenant-based rental assistance in the RRH portion, or if the address for scattered-site or single-family homes housing cannot be identified at the time of application, enter the address for the project's administration office. Projects serving victims of domestic violence, including human trafficking, must use a PO Box or other anonymous address to ensure the safety of participants.

Street 1: 505 South Cayuga Street

Street 2: Apt. 1

City: Ithaca

State: New York

ZIP Code: 14850

**6. Select the geographic area(s) associated with the address:
(for multiple selections hold CTRL Key)**

363168 Ithaca, 369109 Tompkins County

4B. Housing Type and Location Detail

1. Housing Type: Scattered-site apartments (including efficiencies)

2. Indicate the maximum number of units and beds available for program participants at the selected housing site.

a. Units: 1

b. Beds: 1

3. How many beds of the total beds in "2b. Beds" are dedicated to the chronically homeless? 1

4. Beds for Youth: 1

5. Address:

Project applicants must enter an address for all proposed and existing properties. If the location is not yet known, enter the expected location of the housing units. For Scattered-site and Single-family home housing, or for projects that have units at multiple locations, project applicants should enter the address where the majority of beds will be located or where the majority of beds are located as of the application submission. Where the project uses tenant-based rental assistance in the RRH portion, or if the address for scattered-site or single-family homes housing cannot be identified at the time of application, enter the address for the project's administration office. Projects serving victims of domestic violence, including human trafficking, must use a PO Box or other anonymous address to ensure the safety of participants.

Street 1: 805 Valley Road

Street 2:

City: Ithaca

State: New York

ZIP Code: 14850

**6. Select the geographic area(s) associated with the address:
(for multiple selections hold CTRL Key)**

369109 Tompkins County

4B. Housing Type and Location Detail

1. Housing Type: Scattered-site apartments (including efficiencies)

2. Indicate the maximum number of units and beds available for program participants at the selected housing site.

- a. Units: 1
- b. Beds: 1

3. How many beds of the total beds in "2b. Beds" are dedicated to the chronically homeless? 1

4. Beds for Youth: 1

5. Address:

Project applicants must enter an address for all proposed and existing properties. If the location is not yet known, enter the expected location of the housing units. For Scattered-site and Single-family home housing, or for projects that have units at multiple locations, project applicants should enter the address where the majority of beds will be located or where the majority of beds are located as of the application submission. Where the project uses tenant-based rental assistance in the RRH portion, or if the address for scattered-site or single-family homes housing cannot be identified at the time of application, enter the address for the project's administration office. Projects serving victims of domestic violence, including human trafficking, must use a PO Box or other anonymous address to ensure the safety of participants.

- Street 1:** 1804 Mecklenburg Road
- Street 2:** Apt 5
- City:** Ithaca
- State:** New York
- ZIP Code:** 14850

**6. Select the geographic area(s) associated with the address:
(for multiple selections hold CTRL Key)**

369109 Tompkins County

4B. Housing Type and Location Detail

1. Housing Type: Scattered-site apartments (including efficiencies)

2. Indicate the maximum number of units and beds available for program participants at the selected housing site.

- a. Units: 1
- b. Beds: 1

3. How many beds of the total beds in "2b. Beds" are dedicated to the chronically homeless? 1

4. Beds for Youth: 1

5. Address:

Project applicants must enter an address for all proposed and existing properties. If the location is not yet known, enter the expected location of the housing units. For Scattered-site and Single-family home housing, or for projects that have units at multiple locations, project applicants should enter the address where the majority of beds will be located or where the majority of beds are located as of the application submission. Where the project uses tenant-based rental assistance in the RRH portion, or if the address for scattered-site or single-family homes housing cannot be identified at the time of application, enter the address for the project's administration office. Projects serving victims of domestic violence, including human trafficking, must use a PO Box or other anonymous address to ensure the safety of participants.

Street 1: 167 Mecklenburg Road
Street 2: Apt 12
City: Ithaca
State: New York
ZIP Code: 14850

**6. Select the geographic area(s) associated with the address:
(for multiple selections hold CTRL Key)**

369109 Tompkins County

4B. Housing Type and Location Detail

1. Housing Type: Scattered-site apartments (including efficiencies)

2. Indicate the maximum number of units and beds available for program participants at the selected housing site.

a. Units: 9

b. Beds: 13

3. How many beds of the total beds in "2b. Beds" are dedicated to the chronically homeless? 13

4. Beds for Youth: 13

5. Address:

Project applicants must enter an address for all proposed and existing properties. If the location is not yet known, enter the expected location of the housing units. For Scattered-site and Single-family home housing, or for projects that have units at multiple locations, project applicants should enter the address where the majority of beds will be located or where the majority of beds are located as of the application submission. Where the project uses tenant-based rental assistance in the RRH portion, or if the address for scattered-site or single-family homes housing cannot be identified at the time of application, enter the address for the project's administration office. Projects serving victims of domestic violence, including human trafficking, must use a PO Box or other anonymous address to ensure the safety of participants.

Street 1: 320 West Buffalo Street

Street 2: Suite 2

City: Ithaca

State: New York

ZIP Code: 14850

**6. Select the geographic area(s) associated with the address:
(for multiple selections hold CTRL Key)**

363168 Ithaca, 369109 Tompkins County

5A. Program Participants - Households

Households	Households with at Least One Adult and One Child	Adult Households without Children	Households with Only Children	Total
Total Number of Households	3	13	0	16

Characteristics	Persons in Households with at Least One Adult and One Child	Adult Persons in Households without Children	Persons in Households with Only Children	Total
Persons over age 24				0
Persons ages 18-24	3	13		16
Accompanied Children under age 18	4			4
Unaccompanied Children under age 18				0
Total Persons	7	13	0	20

Click Save to automatically calculate totals

5B. Program Participants - Subpopulations

Persons in Households with at Least One Adult and One Child

Characteristics	CH (Not Veterans)	CH Veterans	Veterans (Not CH)	Chronic Substance Abuse	Persons with HIV/AIDS	Severely Mentally Ill	DV	Physical Disability	Developmental Disability	Persons Not Represented by a Listed Subpopulation
Persons over age 24										
Persons ages 18-24				1		1	1			
Children under age 18	4									
Total Persons	4	0	0	1	0	1	1	0	0	0

Click Save to automatically calculate totals

Persons in Households without Children

Characteristics	CH (Not Veterans)	CH Veterans	Veterans (Not CH)	Chronic Substance Abuse	Persons with HIV/AIDS	Severely Mentally Ill	DV	Physical Disability	Developmental Disability	Persons Not Represented by a Listed Subpopulation
Persons over age 24										
Persons ages 18-24				2		7	2		2	
Total Persons	0	0	0	2	0	7	2	0	2	0

Click Save to automatically calculate totals

Persons in Households with Only Children

Characteristics	CH (Not Veterans)	CH Veterans	Veterans (Not CH)	Chronic Substance Abuse	Persons with HIV/AIDS	Severely Mentally Ill	DV	Physical Disability	Developmental Disability	Persons Not Represented by a Listed Subpopulation
Accompanied Children under age 18										
Unaccompanied Children under age 18										
Total Persons	0			0	0	0	0	0	0	0

6A. Funding Request

1. Does this project propose to allocate funds according to an indirect cost rate? No

2. Renewal Grant Term: 1 Year
This field is pre-populated with a one-year grant term and cannot be edited:

3. Select the costs for which funding is requested:

Leased Units	<input checked="" type="checkbox"/>
Leased Structures	<input type="checkbox"/>
Rental Assistance	<input type="checkbox"/>
Supportive Services	<input checked="" type="checkbox"/>
Operating	<input checked="" type="checkbox"/>
HMIS	<input checked="" type="checkbox"/>
VAWA	<input checked="" type="checkbox"/>

The VAWA BLI is permanently checked. This allows any project to shift funds up to a 10% shift from another BLI if VAWA emergency transfer costs are needed.

6B. Leased Units Budget

The following list summarizes the funds being requested for one or more units leased for operating the projects. To add information to the list, select the  icon. To view or update information already listed, select the  icon.

Total Annual Assistance Requested:	\$229,488
Grant Term:	1 Year
Total Request for Grant Term:	\$229,488
Total Units:	16

The number of beds for which funding has been requested in the Leased Units budget is 20.

FMR Area	Total Units Requested	Total Annual Budget Requested	Total Budget Requested
NY - Ithaca, NY M...	16	\$229,488	\$229,488

Leased Units Budget Detail

Enter the appropriate values in the "Number of Units" AND "Total Request" fields.

Metropolitan or non-metropolitan NY - Ithaca, NY MSA (3610999999)
 fair market rent area:

Leased Units Annual Budget

Size of Units	# of Units (Applicant)	Total Request (Applicant)
SRO		
0 Bedroom		
1 Bedroom	13	
2 Bedroom	2	
3 Bedroom	1	
4 Bedroom		
5 Bedroom		
6 Bedroom		
7 Bedroom		
8 Bedroom		
9 Bedroom		
Total Units and Annual Assistance Requested	16	\$229,488
Grant Term		1 Year
Total Request for Grant Term		\$229,488

Click the 'Save' button to automatically calculate totals.

6E. Supportive Services Budget

A quantity AND description must be entered for each requested cost.

Eligible Costs	Quantity AND Description (max 400 characters)	Annual Assistance Requested
1. Assessment of Service Needs		
2. Assistance with Moving Costs	8 @ \$500 each client	\$4,000
3. Case Management	2 FTEs Case Worker to provide services as per attached job description	\$99,000
4. Child Care	Assistance vouchers: 10@ \$1,000 each	\$10,000
5. Education Services		
6. Employment Assistance		
7. Food	80 vouchers @ \$100 each	\$8,000
8. Housing/Counseling Services		
9. Legal Services		
10. Life Skills		
11. Mental Health Services	12 months of weekly counseling for 8 clients each week	\$15,500
12. Outpatient Health Services		
13. Outreach Services		
14. Substance Abuse Treatment Services		
15. Transportation	150 cab/Uber vouchers @ \$20 each;	\$3,000
16. Utility Deposits		
17. Operating Costs		
Total Annual Assistance Requested		\$139,500
Grant Term		1 Year
Total Request for Grant Term		\$139,500

Click the 'Save' button to automatically calculate totals.

6F. Operating

Instructions:

Enter the quantity and total budget request for each operating cost. The request entered should be equivalent to the cost of one year of the relevant operations activity.

Eligible Costs: The system populates a list of eligible operating costs for which funds can be requested. The costs listed are the only costs allowed under 24 CFR 578.55.

Quantity AND Detail: This is a required field. A quantity AND description must be entered for each requested cost. Enter the quantity in detail (e.g. .75 FTE hours and benefits for staff, utility types, monthly allowance for supplies) for each operating cost for which funding is being requested. Please note that simply stating "1FTE" is NOT providing "Quantity AND Detail" and restricts understanding of what is being requested. Failure to enter adequate "Quantity AND Detail" may result in conditions being placed on the award and a delay of grant funding.

Annual Assistance Requested: This is a required field. For each grant year, enter the amount of funds requested for each activity. The amount entered must only be the amount that is DIRECTLY related to operating the housing or supportive services facility.

Total Annual Assistance Requested: This field is automatically calculated based on the sum of the annual assistance requests entered for each activity.

Grant Term: This field is populated based on the grant term selected on Screen "6A. Funding Request" and will be read only.

Total Request for Grant Term: This field is automatically calculated based on the total amount requested for each eligible cost multiplied by the grant term.

All total fields will be calculated once the required field has been completed and saved.

Additional Resources can be found at the HUD Exchange:
<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources>

A quantity AND description must be entered for each requested cost.

Eligible Costs	Quantity AND Description (max 400 characters)	Annual Assistance Requested
1. Maintenance/Repair	10@ \$800 per client/resident	\$8,000
2. Property Taxes and Insurance		
3. Replacement Reserve		
4. Building Security		
5. Electricity, Gas, and Water	8 @ \$1,000 per client, startup utilities	\$8,000
6. Furniture	14 @ \$1,000 per client	\$14,000
7. Equipment (lease, buy)		
Total Annual Assistance Requested		\$30,000
Grant Term		1 Year
Total Request for Grant Term		\$30,000

Click the 'Save' button to automatically calculate totals.

6G. HMIS Budget

Instructions:

Enter the quantity and total budget request for each HMIS cost. The request entered should be equivalent to the cost of one year of the relevant HMIS activity. The system populates a list of eligible costs associated with the implementation of an HMIS and for which CoC funds can be requested.

Quantity Detail: This is a required field. A quantity AND description must be entered for each requested cost. Enter the quantity in detail (eg. .75 FTE hours and benefits for staff, utility types, monthly allowance for food and supplies) for each HMIS cost for which funding is being requested. Please note that simply stating "1FTE" is NOT providing "Quantity AND Detail" and restricts understanding of what is being requested. Failure to enter adequate "Quantity AND Detail" may result in conditions being placed on the award and a delay of grant funding.

Annual Assistance Requested: This is a required field. For each grant year, enter the amount funds requested for each activity.

Total Annual Assistance Requested: This field is automatically calculated based on the sum of the annual assistance requests entered for each activity.

Grant term: This field is populated based on the grant term selected on Screen "6A. Funding Request" and will be read only.

Total Request for Grant Term: This field is automatically calculated based on the total amount requested for each eligible cost multiplied by the grant term.

All total fields will be calculated once the required field has been completed and saved.

Additional Resources can be found at the HUD Exchange:
<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources>

A quantity AND description must be entered for each requested cost.

Eligible Costs	Quantity AND Description (max 400 characters)	Annual Assistance Requested
1. Equipment		
2. Software	Up to 4 licenses at \$200 each	\$800
3. Services	Training Fees: 20 hrs @ \$20/hr	\$400
4. Personnel		
5. Space & Operations		
Total Annual Assistance Requested:		\$1,200
Grant Term:		1 Year
Total Request for Grant Term:		\$1,200

Click the 'Save' button to automatically calculate totals.

VAWA Budget

VAWA Budget

New in FY2023, the Violence Against Women Act (VAWA) has clarified the use of CoC Program funds for VAWA eligible cost categories. These VAWA cost categories can be added to a new project application to create a CoC VAWA Budget Line Item (BLI) in e-snaps and eLOCCS. The new BLI will be added to grant agreements and utilized the same as other CoC Program BLIs in e-snaps and eLOCCS. Eligible CoC VAWA costs can be identified in one or both of the following CoC VAWA categories. Examples of eligible costs in these cost categories are identified as follows:

- A. VAWA Emergency Transfer Facilitation. Examples of eligible costs include the costs of assessing, coordinating, approving, denying, and implementing a survivor’s emergency transfer(s). Additional details of eligible costs include:
- Moving Costs. Assistance with reasonable moving costs to move survivors for an emergency transfer(s).
 - Travel Costs. Assistance with reasonable travel costs for survivors and their families to travel for an emergency transfer(s). This may include travel costs to locations outside of your CoC’s geography.
 - Security Deposits. Grant funds can be used to pay for security deposits of the safe unit the survivor is transferring to via an emergency transfer(s).
 - Utilities. Grant funds can be used to pay for costs of establishing utility assistance in the safe unit the survivor is transferring to.
 - Housing Fees. Grant funds can be used to pay fees associated with getting survivors into a safe unit via emergency transfer(s), including but not limited to application fees, broker fees, holding fees, trash fees, pet fees where the person believes they need their pet to be safe, etc.
 - Case Management. Grant funds can be used to pay staff time necessary to assess, coordinate, and implement emergency transfer(s).
 - Housing Navigation. Grant funds can be used to pay staff time necessary to identify safe units and facilitate moves into housing for survivors through emergency transfer(s).
 - Technology to make an available unit safe. Grant funds can be used to pay for technology that the individual believes is needed to make the unit safe, including but not limited to doorbell cameras, security systems, phone, and internet service when necessary to support security systems for the unit, etc.
- B. VAWA Confidentiality Requirements. Examples of eligible costs for ensuring compliance with VAWA confidentiality requirements include:
- Monitoring and evaluating compliance.
 - Developing and implementing strategies for corrective actions and remedies to ensure compliance.
 - Program evaluation of confidentiality policies, practices, and procedures.
 - Training on compliance with VAWA confidentiality requirements.
 - Reporting to CoC Collaborative Applicant, HUD, and other interested parties on compliance with VAWA confidentiality requirements.
 - Costs for establishing methodology to protect survivor information.
 - Staff time associated with maintaining adherence to VAWA confidentiality requirements.



Enter the estimated amount(s) you are requesting for this project’s Emergency Transfer Facilitation costs and VAWA Confidentiality Requirements costs for one or both of these eligible CoC VAWA cost categories. The CoC VAWA BLI Total amount can be expended for any eligible CoC VAWA cost identified above.

Eligible Costs	Annual Assistance Requested
Estimated budget amount for VAWA Emergency Transfer Facilitation:	
Estimated budget amount for VAWA Confidentiality Requirements:	

CoC VAWA BLI Total:	\$0
Grant Term	1 Year
Total Request for Grant Term	\$0

Click the 'Save' button to automatically calculate totals.

6H. Sources of Match

The following list summarizes the funds that will be used as Match for the project. To add a Matching source to the list, select the  icon. To view or update a Matching source already listed, select the  icon.

Summary for Match

Total Amount of Cash Commitments:	
Total Amount of In-Kind Commitments:	
Total Amount of All Commitments:	

1. Will this project generate program income described in 24 CFR 578.97 to use as Match for this project? No

The minimum required Total Match amount for the Grant Term is \$52,615.

Though the project does not meet the required 25% match, the project may still be submitted.

If you are applying for the Match Exemption allowed under the FY 2023 COC NOFO section V.B.4.a(5)(d)(i)(ii)(dd), please demonstrate how the applicant has taken reasonable steps to maximize resources available for youth experiencing homelessness. Place this explanation on the Special YHDP Activity Screen, question 4, citation IV.B.4.a(5)(d)(i)(ii)(dd) textbox for HUD review.

If you are NOT applying for the match exemption, you MUST meet the required 25% match commitment prior to grant agreement.

Type	Source	Contributor	Value of Commitments
This list contains no items			

6I. Summary Budget

The following information summarizes the funding request for the total term of the project. Budget amounts from the Leased Units, Rental Assistance, and Match screens have been automatically imported and cannot be edited. However, applicants must confirm and correct, if necessary, the total budget amounts for Leased Structures, Supportive Services, Operating, HMIS, and Admin. Budget amounts must reflect the most accurate project information according to the most recent project grant agreement or project grant agreement amendment, the CoC's final HUD-approved FY 2017 GIW or the project budget as reduced due to CoC reallocation. Please note that, new for FY 2017, there are no detailed budget screens for Leased Structures, Supportive Services, Operating, or HMIS costs. HUD expects the original details of past approved budgets for these costs to be the basis for future expenses. However, any reasonable and eligible costs within each CoC cost category can be expended and will be verified during a HUD monitoring.

Eligible Costs (Light gray fields are available for entry of the previous grant agreement, GIW, approved GIW Change Form, or reduced by reallocation)	Applicant CoC Program Costs Requested (1 Year Term)
1a. Leased Units (Screen 6B)	\$229,488
1b. Leased Structures (Screen 6C)	\$0
2. Rental Assistance (Screen 6D)	\$0
3. Supportive Services (Screen 6E)	\$139,500
4. Operating (Screen 6F)	\$30,000
5. HMIS (Screen 6G)	\$1,200
6. VAWA	\$0
7. Sub-total of CoC Program Costs Requested	\$400,188
8. Admin (Up to 10% of Sub-total in #8)	\$39,758
9. HUD funded Sub-total + Admin. Requested	\$439,946
10. Cash Match (From Screen 6H)	
11. In-Kind Match (From Screen 6H)	
12. Total Match (From Screen 6H)	\$0
13. Total Project Budget for this grant, including Match	\$439,946

The minimum required Total Match amount for the Grant Term is \$52,615.

7A. Attachment(s)

Document Type	Required?	Document Description	Date Attached
1) Subrecipient Nonprofit Documentation	No		
2) Other Attachmenbt	No	PSH Case Manager ...	09/21/2023
3) Other Attachment	No		

Attachment Details

Document Description:

Attachment Details

Document Description: PSH Case Manager Job Description

Attachment Details

Document Description:

7B. Certification

**Applicant and Recipient Assurances and Certifications - form HUD-424B (Title)
U.S. Department of Housing and Urban Development OMB Approval No.
2501-0017
(expires 01/31/2026)**

As part of your application for HUD funding, you, as the official authorized to sign on behalf of your organization or as an individual must provide the following assurances and certifications. The Responsible Civil Rights Official has specified this form for use for purposes of general compliance with 24 CFR §§ 1.5, 3.115, 8.50, and 146.25, as applicable. The Responsible Civil Rights Official may require specific civil rights assurances to be furnished consistent with those authorities and will specify the form on which such assurances must be made. A failure to furnish or comply with the civil rights assurances contained in this form may result in the procedures to effect compliance at 24 CFR §§ 1.8, 3.115, 8.57, or 146.39. By submitting this form, you are stating that to the best of your knowledge and belief, all assertions are true and correct.

1. Has the legal authority to apply for Federal assistance, has the institutional, managerial and financial capability (including funds to pay the non-Federal share of program costs) to plan, manage and complete the program as described in the application and the governing body has duly authorized the submission of the application, including these assurances and certifications, and authorized me as the official representative of the application to act in connection with the application and to provide any additional information as may be required.

2. Will administer the grant in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and implementing regulations (24 CFR part 1), which provide that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity that receives Federal financial assistance OR if the applicant is a Federally recognized Indian tribe or its tribally designated housing entity, is subject to the Indian Civil Rights Act (25 U.S.C. 1301-1303).

3. Will administer the grant in compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and implementing regulations at 24 CFR part 8, the American Disabilities Act (42 U.S.C. §§ 12101 et seq.), and implementing regulations at 28 CFR part 35 or 36, as applicable, and the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) as amended, and implementing regulations at 24 CFR part 146 which together provide that no person in the United States shall, on the grounds of disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance; except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

4. Will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and the implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion sex (including gender identity and sexual orientation), disability, familial status, or national origin and will affirmatively further fair housing; except an applicant which is an Indian tribe or its instrumentality which is excluded by statute from coverage does not make this certification; and further except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

5. Will comply with all applicable Federal nondiscrimination requirements, including those listed at 24 CFR §§ 5.105(a) and 5.106 as applicable.

6. Will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601) and implementing regulations at 49 CFR part 24 and, as applicable, Section 104(d) of the Housing and Community Development Act of 1974 (42 U.S.C. 5304(d)) and implementing regulations at 24 CFR part 42, subpart A.

7. Will comply with the environmental requirements of the National Environmental Policy Act (42 U.S.C. 4321 et seq.) and related Federal authorities prior to the commitment or expenditure of funds for property.

8. That no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all subawards at all tiers (including sub-grants and contracts) to similarly certify and disclose accordingly. Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage by the Byrd Amendment, but State-recognized Indian tribes and TDHs established under State law are not excluded from the statute's coverage.

Name of Authorized Certifying Official: Olan Mack

Date: 09/21/2023

Title: Executive Director

Applicant Organization: The Learning Web

PHA Number (For PHA Applicants Only):

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. **WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties.** (18 U.S.C. §§287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

X

8B Submission Summary

Page	Last Updated
1A. SF-424 Application Type	09/18/2023
1B. SF-424 Legal Applicant	09/14/2023
1C. SF-424 Application Details	No Input Required
1D. SF-424 Congressional District(s)	09/18/2023
1E. SF-424 Compliance	09/15/2023
1F. SF-424 Declaration	09/15/2023
1G. HUD 2880	09/19/2023
1H. HUD 50070	09/15/2023
1I. Cert. Lobbying	09/15/2023
1J. SF-LLL	09/19/2023
IK. SF-424B	09/15/2023
Recipient Performance	No Input Required
YHDP Renewal Grant Consolidation	09/15/2023
2A. Subrecipients	No Input Required
3A. Project Detail	09/15/2023
3B. Description	09/21/2023
3C. DedicatedPLUS	09/15/2023
Youth Homeless Demonstration Projects	09/21/2023
Special YHDP Activities	09/21/2023
4A. Services	09/21/2023
4A. HMIS Standards	No Input Required
4B. Housing Type	09/21/2023
5A. Households	No Input Required
5B. Subpopulations	No Input Required
6A. Funding Request	09/18/2023
6B. Leased Units	09/19/2023

6E. Supp Srvcs Budget	09/21/2023
6F. Operating	09/21/2023
6G. HMIS Budget	09/21/2023
VAWA Budget	No Input Required
6H. Match	09/18/2023
6I. Summary Budget	No Input Required
7A. Attachment(s)	09/21/2023
7B. Certification	09/19/2023