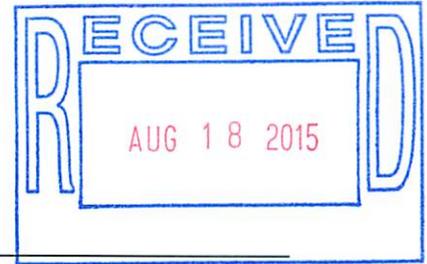


City of St. Louis
2015 REQUEST FOR PROPOSALS (RFP)
Application



1. Name of Applicant: St. Patrick Center
2. Name of Program: Permanent Supportive Housing Program
3. Program Address: 800 N. Tucker Blvd., St. Louis, MO 63101
4. Phone: (314) 802-5437 Fax: (314) 802-1982 E-mail: jbliss@stpatrikcenter.org
5. Contact Person & Title: Judson Bliss, Chief Program Officer

6. **SELECT ONLY ONE CATEGORY.** An agency may request funds from multiple funding sources and from multiple categories. The agency **MUST** complete a separate application for each category. To select a category, double click on the box **and** under the default value select "checked".

2015 Continuum of Care (CoC): NEW PROJECTS ONLY (priority given to projects with the target population of women previously served by the Shalom House)

Permanent Supportive Housing (PSH) for chronically homeless households, including individuals, families, and unaccompanied youth

Rapid Re-Housing (RRH) for individuals and families, including unaccompanied youth who are residing on the streets or in emergency shelters or who are fleeing domestic violence

Homeless Management Information Systems (HMIS) Lead (successor to HESG funded HMIS Lead), including system, administration, management, and coordination

Supportive Services Only (SSO) for Coordinated Front Door to homeless services

7. Target Population:

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Single Men | <input type="checkbox"/> Women w/ children | <input type="checkbox"/> Veterans | <input type="checkbox"/> Youth |
| <input checked="" type="checkbox"/> Single Women | <input type="checkbox"/> Battered Spouse | <input type="checkbox"/> Persons with Physical Disabilities | <input type="checkbox"/> Drug Dependent |
| <input type="checkbox"/> Families | <input type="checkbox"/> Alcohol Dependent | <input type="checkbox"/> Elderly | <input type="checkbox"/> Persons with HIV/AIDS |
| <input type="checkbox"/> Teenage Mothers | <input type="checkbox"/> Chronically Mentally Ill | | <input type="checkbox"/> Other |

8. Housing:

- | | | | |
|--|---|--|---|
| <input type="checkbox"/> Barracks | <input checked="" type="checkbox"/> Scattered Site Apartments | <input type="checkbox"/> Single Room Occupancy | <input type="checkbox"/> Detached House |
| <input type="checkbox"/> Group/Large House | | <input type="checkbox"/> On-site Apartments | <input type="checkbox"/> Other |

9. Requested amount reflects: 100% of the program/project budget of \$ 338,455
Requested amount reflects: 2.2% of the total agency's budget of \$ 15,376,262
Is this program/project currently in existence? Yes How many years? _____ No
Annual amount of funds received from other City Department/Agencies? \$ _____

St. Patrick Center--Women's Supportive Housing Program

Narrative

The Women's SHP is an Intensive Case Management (ICM) program that will provide housing in scattered site apartments in St. Louis. Women's SHP provides tools for daily independent living, crisis intervention and overall improvement of the quality of life for individuals who suffer persistent mental health and/or substance abuse issues. St. Patrick Center assists these individuals with leasing an apartment and setting up their household. Residents receive in-home case management, as well as referrals to, nursing, substance abuse counseling, mental health counseling and financial stability counseling. In-home visits occur weekly at a minimum, but the frequency of the visits is based on the needs and active symptoms of each resident. The team assists each resident in developing and achieving goals related to sobriety, stability and self-sufficiency. The program also encourages participants to become integrated into their neighborhoods and to get connected to existing community services, as a long-term plan for eventual transition from PSH support.

The individuals and families that fall within the high acuity range are those with significant health, mental health and/or behavioral health issues who would likely be unable to achieve housing stability over a short time period. The proposed SHP program will serve this group of homeless individuals and families in St. Louis in the following ways:

- Assessment of appropriateness for referral to a SHP intervention using a standardized and evidence-based assessment tool;
- Immediate assistance locating and moving into affordable and suitable housing based on each individual or family's needs and choice;
- Provision of rental assistance; and
- Meaningful connection to community services, resources and supports that will help to maintain stability for all members of the household.

Assessment: Data from the VI-SPDAT, which is administered during an individual or family's initial intake assessment, will be used to determine eligibility for SHP. Those whose VI-SPDAT scores place them in the high acuity category may be referred to the SHP program, depending on the individual or family's resources and whether or not diversion from the homelessness system is possible.

Housing assistance: St. Patrick Center will work with its existing portfolio of property owners and landlords throughout the St. Louis metropolitan area to identify and secure appropriate housing units based on each individual or family's needs. Consideration will be given to issues such as preferred neighborhood/area, size of the household, access to public transportation and amenities, and more based on individual needs.

Financial assistance: Each household will receive for an indefinite period of time, direct financial assistance, including rental and utility deposits, and ongoing rent and utility assistance. The program proposes to provide rental assistance through tenant-based (TBRA) assistance.

Supportive services: Ongoing in-home case management will ensure that individuals and families are connected to services, programs and resources in the community that help them attain and maintain household stability. Case management services may continue for up to nine months depending on the needs of each household.

St. Patrick Center--Women's Supportive Housing Program

The cost of the proposed services is \$338,455 over a one-year period. The proposed budget includes the following expenses:

- Personnel (\$89,000): SHP Program Manager (1 FTE) and Case Manager (1 FTEs);
- Benefits (\$13,309): Taxes, health insurance and other benefits for 2 FTEs;
- Staff Travel (\$6,000): Mileage reimbursement for the Program Manager (approximately 50 miles per month) and Case Managers (approximately 100 miles per month each);
- Program Supplies (\$3,000): General office supplies and program-specific supplies
- Rental Assistance (\$120,000): Monthly rental assistance for 20 individuals; and
- Other Direct Assistance (\$63,000): Other direct household assistance for 20 individuals (average of \$1,750 household) for utilities, move-in expenses, household goods, etc. over a six-month period.

Client Population

In August, 2015 St. Patrick Center (SPC) assumed responsibility for the Permanent Supportive Housing case management support of 10 women with very high service needs, and who had previously received these services from Shalom House. Our organization was granted this responsibility and opportunity because of our long history in serving this population through multiple Supportive Housing Program grants. We are submitting the following proposal in order to capture funding necessary to continue the services for these 10 women. We further propose to increase this program to a total of 20 in order to meet area unmet needs for permanent supportive housing. This program we shall refer to as St. Patrick Center's Women's Supportive Housing Program (Women's SHP).

Program participants have been diagnosed with a mental health and/or substance abuse issue; meet (or had met, for existing clients) HUD's definition of chronic homelessness; and are unaccompanied female adults.

Organizational Capacity & Experience

St. Patrick Center has been a leader in providing services for homeless and at-risk individuals in St. Louis for more than 30 years. St. Patrick Center offers tailored support in three key areas – housing, employment, and mental/behavioral health – that help individuals achieve permanent, positive change in their lives. Every year, St. Patrick Center conducts approximately 2,500 new, comprehensive intake assessments to determine clients' needs, and helps approximately 24,00 additional individuals connect with other community resources that best met their needs. During its most recent fiscal year, St. Patrick Center helped more than 700 individuals and families move into permanent housing; helped 348 individuals to secure full- or part-time employment; and provided mental and/or behavioral health treatment for 1,340 individuals.

As evident from these numbers, St. Patrick Center has experienced tremendous success in providing services for low-income, vulnerable individuals and families in St. Louis who are struggling with homelessness. St. Patrick Center's approach to assisting individuals is highly individualized and holistic to address the specific issues that have led to homelessness or housing instability for each individual and family, and to help them reduce the barriers they facing in overcoming these issues. St. Patrick Center believes that this approach promotes self-sufficiency

St. Patrick Center--Women's Supportive Housing Program

and dignity, which helps these individuals make positive and sustainable changes that improve their quality of life.

Moreover, St. Patrick Center has a track record of success in operating and administering government grant awards and contracts throughout its history. Currently, St. Patrick Center receives funding from a number of local, state and federal government funding entities, including the City of St. Louis, St. Louis Affordable Housing Commission, the Missouri Department of Mental Health, the U.S. Veterans Administration and the U.S. Department of Labor. In total, St. Patrick Center's government grants and contracts equal approximately \$6.5 million annually. St. Patrick Center undergoes an annual audit including compliance with OMB Circular No. A-133 requiring a uniform audit for nonprofits that administer federal awards.

St. Patrick Center also works with a variety of community partners to ensure that individuals' needs are being met to the greatest extent possible. Partners include Affinia Health Care (formerly Grace Hill Health Centers), BJC Behavioral Health Services, The Bridge, Catholic Charities of St. Louis, Downtown STL, Gateway Greening, Greater St. Louis Dental Society, Logan Chiropractic Clinic, Missouri Career Center, St. Louis Agency on Training and Employment, the St. Louis Cardinals, St. Louis Community College, St. Louis Public Schools, the St. Louis Rams, and many more. Additionally, St. Patrick Center has cultivated relationships with hundreds of businesses throughout the metropolitan area that frequently hire clients who are seeking employment. St. Patrick Center also maintains relationships with hundreds of property owners throughout the metropolitan area who provide affordable housing options for clients.

Service Plan

Ending homelessness in St. Louis requires that individuals and families have access to a full set of proven interventions that combine housing assistance and supportive services. Improvements to the homelessness response system, in which St. Patrick Center is actively involved, will better intervene and engage individuals and families experiencing and facing homelessness, and provide them with immediate and appropriate levels of assistance and interventions to enable them avoid or exit homelessness permanently. The proposed SHP program fills a gap in the response system in St. Louis, and provides an opportunity for a greater number of women with behavioral health disorders to permanently end their struggles with homelessness and housing instability.

The service plan for Women's SHP includes three primary components: permanent supportive housing, in-home assistance and evidence-based treatment, and regular coaching through structured activities. Services may include mental health counseling and groups, substance abuse counseling and groups, financial stability counseling and groups, health counseling and groups, healthcare liaison activities, in addition to case management aimed at integrating clients into their communities. The program staff will also provide regular assessment of clients with respect to their activities of daily living, as well as assessments at least annually for required HUD data elements and reflected in the St. Louis City Continuum of Care performance standards for Permanent Supportive Housing programs.

Determining a household's readiness to transition to independence and exit the program will be based on assessments of the individual. Every effort will be made to assist clients in transition to

St. Patrick Center--Women's Supportive Housing Program

the least restrictive environment as indicated by these assessments. Households may be prepared to take on the financial aspect of having an apartment before they are prepared to end case management services. In those circumstances, a client's case will remain open until they meet the following stability milestones:

- Ability to actively engage with the Case Manager;
- Well-established connections with community service providers;
- Engagement in harm-reduction behaviors or services;
- No concerns expressed by the landlord about lease compliance within 45 days;
- Utilization of community resources identified in a participant's housing stability action plan; and
- Decreased or no concerns reported by the community providers related to housing stability issues.

Participant Tracking & Reporting

The funding requested through this proposal would support 20 clients. Program goals are consistent with the targets established by the City of St. Louis Continuum of Care, and include:

1. Identify and secure housing for 90% of clients within two weeks of program enrollment, and provide wide-ranging assistance that enables these households to move into housing within 30 days of enrollment.
2. Provide financial assistance and case management during the entire enrollment period in order to ensure that 98% of clients are able to remain housed for at least 6-months, or until successfully transferring to another permanent housing funding source.
3. At least 70% of residents who leave will have cash income
4. The occupancy rate of the program will be at least 95%
5. The return to shelter will be no more than 17%

St. Patrick Center will utilize Compass Rose or another Homelessness Management Information System (HMIS) used by the City of St. Louis CoC to track program data and outcomes. St. Patrick Center currently utilizes a robust comparable database called CaseWorthy, which is compatible with the CoC's HMIS. St. Patrick Center shares its data in CaseWorthy with the CoC as required, and will continue to do so.

St. Patrick Center
Proposed Budget for PSH RFP

FOR INTERNAL USE ONLY

100% Expense
20 clients (10 Shalom + 10 new)

Supportive Service Expense	
Personnel	
New - Case Manager	54,000.00
New - Case Manager	35,000.00
Total Personnel	89,000.00
Fringe Benefits	
FICA	6,808.50
Other Fringe	6,500.00
Total Fringe Benefits	13,308.50
Total Personnel and Fringe	102,308.50
Client Transportation	10,000.00
Client Utilities (\$200/month/client)	48,000.00
Client Furniture (10 new units at \$500 per unit)	5,000.00
Client Medications	-
Staff Mileage (100 miles/week/FTE @ .565 per mile)	6,000.00
Program Supplies	3,000.00
Sub-Contracted Psychiatric Services	-
Total Other Service Activity	72,000.00
Total Supportive Service Expense	174,308.50

Real Property Leasing	
Property	
1 Bedroom (30 Units)	120,000.00
Total Real Property Leasing	120,000.00

TOTAL BUDGET	294,308.50
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ADMINISTRATIVE FEE SPC	44,146.28
TOTAL BUDGET WITH ADMINISTRATIVE FEE	338,454.78

25% OF EXPENSES
MATCH TAKEN
VARIANCE

Real Property Leasing	Additional 10 + 10
Number of Clients	20
x Average Monthly Rent Rate	500.00
Total Monthly Rent	10,000.00
x 12	12.00
Total Annual Rent	120,000.00
Transportation	Additional 10
Number of Clients	20
x Cost of Monthly Metro Pass	78.00
Total Monthly Rent	1,560.00
x 12	12.00
Total Annual Rent	18,720.00
x 50%	50%
	9,360.00

Client Utilities	Additional 10
Number of Clients	20
x Average Monthly Utilities Rate	200.00
Total Monthly Rent	4,000.00
x 12	12.00
Total Annual Utilities	48,000.00