

SANDY FUNDING CRITERIA WORKSHEET

State Department: Department of Human Services
Name of Expenditure Program: SSBG Supportive Housing and Wrap Around Services
Amount: \$23, 744,000 Subsidies and Services
\$ 3,100,000 Career Services

Overview:

The Sandy Initiative will create approximately 354 housing subsidies, wrap around services and career services to cover items not funded by other programs for a total of \$26,844,000. Specifically, using the median fair market rent (FMR) for the ten counties most affected by Super Storm Sandy and assuming that individuals receiving a housing subsidy will receive \$729 per month in SSI (Supplemental Security Income), 75% of the individuals receiving housing will live alone, 25% of the individuals will live with a roommate and individuals will pay 30% of their SSI towards the rent it. Given the expected RFP award dates for housing subsidies, a 15 month cost of housing subsidies would be \$15.5M, one-time costs for security deposits of \$700K, one-time costs for furnishings of \$1.1M and \$6.4M for wrap around services. The total allocation for Career Services is \$3.1M. The amount of the housing subsidy provided will be based on the rent of the unit (up to the FMR) less 30% of the individual’s income. Wrap around services will be based on each individual’s assessed needs consequently there will be greater variability in the amount of wrap around services an individual receives through this initiative.

Each participant’s wellness, recovery, and resiliency will be supported through the resources provided through this initiative. This will be accomplished through the provision of housing support services. These services will include: Housing subsidies (based on Fair Market Rent [FMR]) and housing support services including development of skills and supports that promote community inclusion and housing stability, illness management, and career services (e.g., work readiness, competitive employment and higher education support services). In addition, case management, linkage and referral to medical care and community mental health and substance abuse treatment such as self-help and other community resources will be provided.

Federal Department of Origin:

The US Department of Health and Human Services, Administration for Children and Families, Office of Community Services – The Disaster Relief Appropriations Act, 2013, (P.L. 113-2); “Hurricane Sandy Supplemental Funds” to address necessary expenses resulting from Hurricane Sandy, including social, health, and mental health services for individuals, and for repair, renovation and rebuilding of health care facilities (including mental health facilities), child care facilities, and other social services facilities.

Federal Requirements / Restrictions:

Meets the federal definition of allowable use of SSBG funding.

Procurement Process:

The DMHAS will procure supportive housing providers through a competitive RFP process. The supportive housing provider will work with housing navigators, supported with SSBG funds, to secure landlords for housing.
 The services provided through this initiative will be paid directly to providers. The DMHAS will contract with successful applicants of the RFP process and execute new contracts to enable reimbursement directly to these

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providers.
Eligibility Standards:
<p>The individual must be a citizen of the United States or have permanent residency. This will be evidenced by an original or certified birth certificate, passport, consular registration of birth abroad certificate, certificate of citizenship, or a certificate of naturalization or green card. Application for rental assistance is submitted by the provider agency to the DMHAS housing unit. In addition, the individual must have been a resident in one of the nine counties designated as having the greatest impact from Super Storm Sandy. Residency will be evidenced by presenting a NJ driver’s license, passport, shelter records, school records showing address, utility records, credit card bill, checking or savings account statement showing address, original lease or rental agreement, property tax bill, statement or record from the past year, any letter or correspondence received from the IRS or state tax office, first class mail received from any federal state or local government agency in the past year or provider agency service documentation. Documentation must be submitted by applicant to potential provider of residential service. Provider will confirm residency on application to DMHAS housing unit and CSC. A copy of the documentation reviewed by the provider agency asserting eligibility must be retained in the consumer record maintained by the provider.</p> <p>Individuals receiving a housing subsidy and/or housing support services must have a diagnosis of a serious and persistent mental illness and/or substance use disorder (SMI/SUD) based on DSM IV/V criteria. Per SAMHSA, adults with SMI are persons 18 years and older who, at any time during a given year, had a diagnosable mental, behavioral, or emotional disorder that met the criteria of the DSM that has resulted in functional impairment which substantially interferes with or limits one or more major life activities. Determination of the amount of subsidy provided to offset the rent will be conducted through the income verification process.</p> <p><u>Exclusionary Criteria</u> Individuals who are participating in other rental assistance programs, who do not have permanent resident status or are not a citizen of the United States, are not eligible to receive a housing subsidy. In addition, an individual who is in a state psychiatric hospital, or in the community who is homeless, at risk of homelessness or at risk of hospitalization and for which an appropriate DMHAS funded bed is available is not eligible for this service.</p>
Implementation/Timeline:
<p>Implementation for this initiative is reliant on awards made through the competitive RFP process. The SUD RFP final awards will be made on May 26th, 2014; the SMI RFP final awards will be made on June 16th, 2014. It is anticipated the Housing Navigator awards will be made in late July, date still TBD.</p>
IT Requirements:
<p>DMHAS is currently in the process of developing a web- enabled ‘bed management’ application to manage all the beds contracted for with the provider agencies. The new system is called the Bed Enrollment Data System</p>

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(BEDS) and is being programmed in C#, within a .Net environment using a SQL backend.

Bed management is the provision and apportionment of community contracted beds. This will enable the DMHAS the ability to confirm occupancy rates, accurately manage the status and availability of beds and collect accurate and real-time bed data.

Tracking/Monitoring:

The DMHAS housing unit will process applications, including a review of documentation that determines amount of housing subsidy and portion of rent paid by individual. DMHAS housing program staff will conduct on-site monitoring reviews within the first month of an agency commencing their participation in this initiative and then a minimum of every three months following the initial monitoring visit through October 2015. Monitoring visit will include a review of documentation to ensure individuals have been appropriately determined are eligible for services, documentation supporting rental fees, and if applicable, deposits, furnishings and support services and confirmation that individuals continue to live in subsidized housing. Documentation of assessment justifying need and of paid encounters provided by level of clinician related to billing. In addition, staff will conduct site visits of a random sample of apartments to ensure compliance with HUD Quality Standards.

DMHAS supported employment/supported education staff will conduct quarterly site reviews (consisting of record reviews and interviews with staff and / or program participants) of each provider participating in this initiative and will prepare reports that identifies each organizations performance related to individuals attaining competitive employment and / or completing higher education classes.

In addition, the DMHAS will comply with all federal and integrity monitoring requirements.

Reporting Requirements:

Provider Agency will report submit a monthly ROE for payment.

Allocation Formula:

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