

## **HOME-ARP Allocation Plan**

**Note:** this document was prepared using the HOME-Allocation Plan template prescribed by the U.S. Department of Housing and Urban Development (HUD).

***Describe the consultation process including methods used and dates of consultation:***

Palm Beach County Department of Housing and Economic Development (HED) conducted virtual a presentation on HOME ARP October 21, 2021 at the monthly Continuum of Care (CoC) / Homeless and Housing Alliance (HHA) Committee meeting. An additional virtual presentation was held on December 1, 2021 exclusively for all Public Housing Authorities within our jurisdiction. During each presentation, time was allotted for questions, comments, and suggestions. Additionally, virtual surveys were distributed to all agencies within the continuum on December 10, 2021, and PHA specific survey was distributed June 24, 2022. Surveys were made available a minimum of 15 days and reopened upon request. A hybrid public meeting was held January 13, 2023. The draft HOME-ARP allocation plan was made available for public review and comment starting on January 13, 2023. The allocation plan will be presented to the Board of County Commissioners for approval at a public hearing on February, 7, 2023.

***List the organizations consulted:***

<b>Agency/Org Consulted</b>	<b>Agency Type</b>	<b>Method of Consultation</b>	<b>Feedback</b>
Adopt-a-Family	Homeless Services/Housing/ Supportive Services	CoC Meeting/Survey	Additional housing units, supportive services, and shelters are needed to address the lack of affordable housing and assist high barrier clients.
Aid to Victims of Domestic Abuse (AVDA)	Domestic Violence Services/Transitional Housing	CoC Meeting/Survey	Increase affordable rental housing, rental assistance, and supportive services.
Boynton Beach Faith Based CDC/FARTHER Outreach	Supportive Services/ HUD Housing Counseling	CoC Meeting/Survey	Increase affordable rental housing, rental assistance, and supportive services for high barrier clients.
Catholic Charities	Homeless Services/Legal Services Civil/Human Rights & Trafficking Services	CoC Meeting/Survey	No response received.
Coalition for Independent Living Options, Inc. (CILO)	Disability Support Services	CoC Meeting/Survey	Additional affordable rental housing and supportive services are needed.

ChildNet	Child Welfare	CoC Meeting/Survey	Additional affordable rental housing units, rental assistance, and supportive services are needed.
Children’s Services Council	Youth Services	CoC Meeting/Survey	No response received.
City House of Delray	Residential Family Care	CoC Meeting/Survey	No response received.
City of Palm Beach Gardens	Local Government	CoC Meeting/Survey	No response received.
City of West Palm Beach/Vickers House	Local Government/ Homeless Services/Mainstream Benefit Assistance	CoC Meeting/Survey	Additional affordable rental housing units, rental assistance, and supportive services are needed.
Community Partners	Mental Health Services/Transitional Housing	CoC Meeting/Survey	No response received.
Compass Community Center	LGBTQ/HIV/AIDS Advocacy & Supportive Services	CoC Meeting/Survey	Additional affordable rental housing units, rental assistance, and supportive services are needed.
Criminal Justice Commission	Law Enforcement	CoC Meeting/Survey	No response received.
CROS Ministries	Food Pantry	CoC Meeting/Survey	No response received.
Department of Children & Families (DCF)	Child Welfare	CoC Meeting/Survey	No response received.
Delray Police Department	Law Enforcement/Homeless Services	CoC Meeting/Survey	No response received.
Families First of Palm Beach County	Housing/Behavioral Health/ Supportive Services	CoC Meeting/Survey	Increase affordable rental housing, rental assistance, and supportive services.
Family Promise North Palm Beach County	Homeless/ Supportive Services	CoC Meeting/Survey	No response received.
Family Promise South Palm Beach County	Homeless/ Supportive Services	CoC Meeting/Survey	Additional housing units, supportive services, are needed to address the lack of affordable housing and assist high barrier clients.
Farmworker Coordinating Council	Food pantry/ Rental & Utility Assistance/Micro Loans	CoC Meeting/Survey	No response received.
Feeding Hope Village	Food Pantry	CoC Meeting/Survey	No response received.

Florida Rural Legal Services	Fair Housing/Civil Rights/Legal Services	CoC Meeting/Survey	No response received.
Gulfstream Goodwill (GGI)	Homeless/Supportive Services/ Emergency Shelter/Rapid Re-Housing/ Permanent Supportive Housing	CoC Meeting/Survey	Additional housing units, supportive services, are needed to address the lack of affordable housing and assist high barrier clients.
Health Council of SE Florida	Health Care Provider	CoC Meeting/Survey	Increase affordable rental housing units and supportive services.
Interfaith Committee for Social Services	Hygiene & Personal Services	CoC Meeting/Survey	No response received.
Legal Aid Society	Fair Housing/Legal Services	CoC Meeting/Survey	No response received.
Office of Regional Counsel	Legal Services	CoC Meeting/Survey	No response received.
Operation 120	Veteran Housing	CoC Meeting/Survey	No response received.
Palm Beach County Homeless Coalition	Homeless Advocacy	CoC Meeting/Survey	No response received.
Palm Beach County Housing Authority	Public Housing Agency	CoC Meeting/PHA Meeting	Additional housing units for families, supportive services, are needed to address the lack of affordable housing and assist high barrier clients.
Palm Beach County School District	K-12 Education	CoC Meeting/Survey	Additional affordable rental housing and supportive services are needed.
Salvation Army	Homeless Services/Emergency Shelter	CoC Meeting/Survey	No response received.
South East Behavioral Health Network	Mental Health/Substance Abuse	CoC Meeting/Survey	No response received.
Speak Up for Kids	Youth Advocacy	CoC Meeting/Survey	Increase supply of affordable housing units.
South County Mental Health	Mental Health Services	CoC Meeting/Survey	No response received.
Stand Down	Veteran Emergency Shelter/Transitional Housing	CoC Meeting/Survey	Increase in affordable rental housing, tenant based rental assistance for affordable housing and supportive services.

The Senator Philip D. Lewis Center/ Homeless Resource Center (HRC)	Coordinated Entry/ Homeless Services/Emergency Shelter	CoC Meeting/Survey	Additional housing units, supportive services, are needed to address the lack of affordable housing and assist high barrier clients.
The Lords Place	Homeless Services/Prevention Services/Reentry/Street Outreach	CoC Meeting/Survey	Additional affordable rental housing and supportive services are needed.
True Fast Missionary Outreach	Faith Based Mainstream Benefit Assistance/ Community Outreach	CoC Meeting/Survey	No response received.
Vita Nova	Homeless Services/LGBTQ Advocacy/Youth Advocacy/Child Welfare	CoC Meeting/Survey	Additional affordable rental housing units, rental assistance, and supportive services is needed for high barrier clients.
Youth Advisory Board	Youth Advocacy	CoC Meeting/Survey	No response received.
Youth Empowered 2 Prosper	Youth Supportive Services	CoC Meeting/Survey	No response received.
YWCA Palm Beach County	Domestic Violence Services/ Emergency Shelter/ Rapid Re-Housing	CoC Meeting/Survey	No response received.
United Way of Palm Beach County	Community Advocate/Grant Funder	CoC Meeting/Survey	No response received.
Urban League of Palm Beach County	Youth Supportive Services/HUD Housing Counseling/	CoC Meeting/Survey	Increase affordable rental housing units and supportive services.
Rebel Recovery	Substance Abuse Support	CoC Meeting/Survey	Increase of affordable rental housing, rental assistance, and supportive services, to assist high barrier clients
The Arc of Palm Beach County	Disability & Support Services	CoC Meeting/Survey	No response received.
Pahokee Housing Authority	Public Housing Agency	Online Survey	Additional housing units, supportive services, are needed to address the lack of affordable housing and assist high barrier clients.
St. George's Center	Food Pantry & Clothing Closet	Online Survey	Additional affordable rental housing, rental

			assistance, and supportive services are needed.
Palm Beach County Board of County Commissioners	Government Agency	Survey	Additional affordable rental housing, rental assistance, and supportive services are needed for clients.
National Alliance on Mental Illness	Mental Health Advocacy	Survey	Additional affordable rental housing and supportive services are needed for clients.
Church World Service Global	Faith Based Advocacy	Survey	Increase of affordable rental housing, rental assistance, and supportive services, to assist high barrier clients
Nelson & Associates, Inc. (Belle Glade Housing Authority)	PHA Property Management Firm	Survey	Increase affordable rental housing, rental assistance, and supportive services.
City of Riviera Beach Housing Authority	Public Housing Agency	PHA Meeting/Survey	Additional single units are needed for seniors.
City of West Palm Beach Housing Authority	Public Housing Agency	PHA Meeting/ Survey	No response received.
Delray Beach Housing Authority	Public Housing Agency	PHA Meeting/ Survey	Additional multi-bedroom units and intense ongoing support is needed.
211 Helpline	Helpline	Survey	No response received.
Area Agency on Aging	Senior/Disabled Services	Survey	No response received.
Federation of Families of Florida	Family Support/Advocacy	Survey	No response received.
Genesis Community Health	Faith Based Healthcare	Survey	No response received.
Healthcare District of Palm Beach County	Healthcare Provider	Survey	No response received.
Home Safe	Domestic Violence/ Youth Services	Survey	No response received.
Housing Partnership	Housing/Mental Health/Youth Services	Survey	No response received.
Mary's Shelter	Homeless Services	Survey	No response received.
Palm Beach Habilitation Center	Disabled Services	Survey	No response received.
Pathways to Prosperity	Faith Based Supportive Services	Survey	Increase affordable rental housing, rental assistance, and supportive services.

Palm Beach State College	Post-Secondary Education	Survey	No response received.
R.E.A.C.H	Real Estate/Housing	Survey	No response received.
Society of St. Vincent DePaul	Supportive Services	Survey	No response received.
VA Medical Center/Homeless Outreach	Healthcare/ Homeless Services	Survey	No response received.
Valley of Love Ministries	Faith Based Food Pantry	Survey	No response received.

***Summarize feedback received and results of upfront consultation with these entities:***

A summary of feedback from PHA’s has detailed the need for studio, one and two bedroom units for clients needing intense ongoing support who are mainly black/African American seniors and families.

The preferred HOME ARP funding priorities for responding agencies within the CoC/HHA are:

- Affordable Rental Housing
- Tenant Based Rental Assistance
- Supportive Services
- Non-Congregate Shelter

Survey participants indicated their wait lists consisted of twenty or more households needing intense ongoing or bi-weekly support, which require studio, one, two, and three bedroom units.

Barriers to housing clients on wait lists were the following:

- Lack of affordable rental housing
- Location of affordable rental housing
- Availability of appropriately sized rental units
- Client/family rental and/or credit history

**Public Participation**

***Describe the public participation process, including information about and the dates of the public comment period and public hearing(s) held during the development of the plan:***

- ***Date(s) of public notice: 12/28/2022***
- ***Public comment period: start date - 12/28/2022 end date - 1/27/2023***
- ***Date(s) of public hearing: 1/13/2023***

***Describe the public participation process:***

Public notification of the meeting was posted in the local newspaper, distributed through the CoC email, and posted on all county social media platforms. Local news station Channel 5 also broadcast information on the public meeting January 13, 2023 during their morning segments. The advertisement was published with instructions in Spanish and Creole following department LEP

policy. The hybrid meeting was held Friday, January 13, 2023. A PowerPoint presentation outlining HOME-ARP guidelines and funding proposal was reviewed. Questions were accepted from the public during the presentation and time allocated for additional questions and comments at the end of the session as well.

***Describe efforts to broaden public participation:***

The meeting will be held in person as well as virtually, the notice was distributed through the CoC email listserv (distributed 1/3/23). The notice was posted on the social media profiles (posted 1/4/23) of the County and on the department website (posted 12/29/22).

***Summarize the comments and recommendations received through the public participation process either in writing, or orally at a public hearing:***

This section will be completed after the end of the public comment period on January 27, 2023.

***Summarize any comments or recommendations not accepted and state the reasons why:***

This section will be completed after the end of the public comment period on January 27, 2023.

**Needs Assessment and Gaps Analysis**

***Describe the size and demographic composition of qualifying populations within the PJ's boundaries:***

***Homeless as defined in 24 CFR 91.5***

Palm Beach County's most recent Point-in-Time (PIT) count took place on February 24, 2022. Outreach teams, staff and volunteers canvassed the entire geographic area of Palm Beach County. A total of 1,404 sheltered and unsheltered homeless individuals were counted in February 2022. In 2021 the COVID-19 pandemic prevented a PIT count in Palm Beach County. The demographic composition of Palm Beach County's 2022 PIT count are as followed –

- American Indian, Alaska Native or Indigenous – 1.4% (20 individuals)
- Asian – .8% (12 individuals)
- Black, African American, or African – 52.7% (741 individuals)
- Native Hawaiian or Pacific Islander – .5% (7 individuals)
- White – 42.9% (602 individuals)
- Multiple Races – 1.6% (22 individuals)

***At Risk of Homelessness as defined in 24 CFR 91.5***

In Palm Beach County there were 4,798 rental units affordable to households at 30% AMI. Renter households at or below 30% AMI with 1 or more severe housing problems in Palm Beach County totals at 26,115. This reflects the need for 21,317 rental units at 30% AMI.

During the past 2 years, the provision of Emergency Rental Assistance and COVID relief funds prevented over 30,783 households from experiencing homelessness.

***Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD in the Notice***

In Palm Beach County's 2022 PIT Count 99 individuals self-identified as fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking.

In Palm Beach County's 2022 Housing Inventory Count (HIC) 135 individuals were fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking.

***Other populations requiring services or housing assistance to prevent homelessness and other populations at greatest risk of housing instability, as defined by HUD in the Notice***

In Palm Beach County there were 11,363 rental units affordable to households at 50% AMI. Renter households at 30-50% AMI with 1 or more severe housing problems in Palm Beach County totals at 27,125. This reflects the need for 15,762 rental units at 30-50% AMI

***Identify and consider the current resources available to assist qualifying populations, including congregate and non-congregate shelter units, supportive services, TBRA, and affordable and permanent supportive rental housing (Optional):***

Palm Beach County's current resources are as follow:

PBC's Continuum of Care (CoC) currently has facilities with the capacity of 414 beds for individuals, 129 beds for families with minor children, and 9 beds for Veterans. Persons served at the HRC's receive up to 90 days of Emergency Shelter (ES) stay. Individuals and families staying in Emergency Shelters receive wrap around services which include case management, health screening, linkage to services depending on need and ultimately the goal is to assist the individual and families with securing stable permanent housing. In addition to ES Permanent Supportive Housing (PSH) is provided to individuals and families. Currently there are 312 beds for individuals, 344 beds for families with children, and 644 beds for Veterans. In addition to PSH, Other Permanent Housing (OPH) is provided to families with children. Currently there are 152 beds for families with children. Transitional Housing (TH) is also provided for individuals and families with minor children. Currently we have 154 beds for individuals, 8 beds for Veterans and no current family beds. An additional housing strategy which the CoC implements is Rapid Re-Housing (RRH). RRH is a housing strategy which provides homeless individuals and families the opportunity to secure a housing unit regardless of income. The program operates with a decreasing subsidy and offers wrap around services to ensure the participant gains the necessary skills and tools to remain stably housed upon completion of the program.

***Describe the unmet housing and service needs of qualifying populations:***

***Homeless as defined in 24 CFR 91.5***



Sheltered and Unsheltered homeless populations: According to the 2021 annual report from Florida's Council on Homelessness, there is a statewide shortage of affordable housing for extremely low-income (ELI) households of over 368,000. It is estimated that by 2030 Florida will lose over 35,000 low-income housing units as units due to expiration of the affordability requirements from funding sources such as tax credits and gentrification of areas traditionally populated by very-low and low-income households. The loss of affordable housing presents significant challenges to the community at large and adds to the barriers persons experiencing homelessness face each day. In Palm Beach County, the HUD Fair Market Rent (FMR) for a two-bedroom apartment is currently at \$1,578. The actual current rental rates for units in PBC exceed FMRs by \$300+. For sheltered and unsheltered persons experiencing homelessness, this is unaffordable even in a shared housing model. In addition to the affordable housing needs, persons experiencing homelessness also deal with challenges, which include, transportation, childcare, securing employment, underemployment, mental health issues, and substance use issues. According to the 2022 Point in Time, the largest homeless population is the uncategorized homeless closely followed by family homelessness and chronic homelessness. The largest growth in the homeless population is seniors aged 62+ followed by homeless youth ages 18 to 24. Unmet housing needs for this population include affordable, safe and decent housing that can be afforded by persons who earn less than 30% of area median income as well as affordable for persons who are on disability.

***At Risk of Homelessness as defined in 24 CFR 91.5***

In addition to the affordable housing needs, persons at risk of homelessness also deal with challenges including transportation, childcare, securing employment, underemployment, mental health issues, and substance use issues. The at-risk population stabilized during the pandemic as over 30,000 households received emergency COVID funding that prevented households from entering the homeless system. Affordable and accessible rental units is an overwhelming demand for this population as the at-risk population is often under employed or earning minimum wage salaries.

***Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD in the Notice***

In addition to the affordable housing needs, persons experiencing Domestic Violence, as defined by HUD also deal with challenges that include transportation, childcare, securing employment, underemployment, mental health issues, and substance use issues. Domestic Violence victims are also in need of safe, decent and affordable units of housing that can be sustained on disability payments or low wage service jobs. Job training or re-training is a need within this population as well. Palm Beach County is fortunate to have two Domestic Violence shelters and housing providers as well as Victim's Services, a department of Palm Beach County Government. Funding for housing relocation and placement is often obtained through a partnership with Victims Services and the Office of the Attorney General Crime Victim Compensation fund. Additionally support services for victims including a Sexual Assault Response Team, Criminal justice advocacy and court accompaniment, assistance with

retraining orders, therapy and support groups and support for Human Trafficking and Sexual Trafficking victims.

***Other populations requiring services or housing assistance to prevent homelessness and other populations at greatest risk of housing instability as defined by HUD in the Notice***

In addition to the affordable housing needs, persons at greater risk of housing instability also deal with challenges which include, transportation, childcare, securing employment, underemployment, mental health issues, and substance use issues. This population was impacted by the influx of COVID money in that many evictions were reversed due to a pilot Legal Aid program that provided for mitigation of evictions in the court system. Thus, evictions have been postponed or discontinued by the landlord and persons who would otherwise be homeless have remained stable housed.

***Identify any gaps within the current shelter and housing inventory as well as the service delivery system:***

The current data shows that there is a significant gap in both individuals and families with minor children housing needs. Almost 300 units for families with minor children are needed in order to begin to address their housing needs. In addition, almost 800 beds are needed to meet the needs of individuals currently experiencing homelessness. Due to the COVID-19 pandemic, it is that homelessness will see an increase of over 40% on a national level. We are quite certain that we will deal with this issue in PBC. This combined with the challenges we already experience which include a lack of affordable housing, a loss of current affordable housing and an increase of demand for affordable units will most certainly have a significant impact on a very vulnerable population.

***Under Section IV.4.2.ii.G of the HOME-ARP Notice, a PJ may provide additional characteristics associated with instability and increased risk of homelessness in their HOME-ARP allocation plan. These characteristics will further refine the definition of “other populations” that are “At Greatest Risk of Housing Instability,” as established in the HOME-ARP Notice. If including these characteristics, identify them here:***

In Palm Beach County there are no additional characteristics that identify “Other Populations” that are “At Greater Risk of Housing Instability”, Palm Beach County follows what is defined in HOME-ARP Notice.

***Identify priority needs for qualifying populations:***

The PBC’s CoC put together a plan along with the community using the Collective Impact model to addresses the issues of homelessness. Part of the work was identifying and prioritizing the needs of persons experiencing or at risk of experiencing homelessness at higher rates than the traditional homeless population. Recommendations to address the issues by persons experiencing homelessness or at risk of experiencing homelessness were made by the community as a result of focus groups that met to examine current data and engage in robust discussion to articulate solutions. Recommendations identified during the process were Healthcare/Primary Care/Behavioral Health; Permanent Supportive Housing, Permanent Housing and Rapid Re-

Housing; Wrap-Around/Support Services; Increased Community Engagement; Realignment of Funding and Investment Strategies and System Level Assessment and Changes. All of the work examined the needs of individuals, families with minor children, seniors, Veterans, youth ages 18-24, Victims of Domestic Violence and persons with disabilities.

***Explain how the PJ determined the level of need and gaps in the PJ's shelter and housing inventory and service delivery systems based on the data presented in the plan:***

The gaps identified in the homeless needs inventory and gaps analysis table along with the service delivery system gaps were determined by using Point In Time count data and the Housing Inventory Count data which are both gathered annually. In addition, the CoC's Coordinated Entry process has evolved and grown in scope. Following is the process that is used to determine the level of need and then the gaps in the shelter and housing inventory as well as the service delivery system for not only homeless callers but also homeless prevention callers. Palm Beach County and the CoC seek an ambitious and achievable model of enhanced service access that seeks to change and transform our homeless services system so that people in a housing crisis are quickly and correctly connected with the most effective and appropriate services from across the continuum of resources available: homelessness prevention, community-based case management, emergency shelter, interim housing, supportive housing; rapid re-housing, and permanent supportive housing. Through Coordinated Entry, Homeless Dispatch Services and navigators at the Call Center and the Lewis Center, the efficiency and effectiveness of service delivery will be improved and evidenced through data analysis and outcome monitoring. Accurate data will drive decisions regarding allocation of resources, emerging needs, and provider engagement and accountability to a systems approach to ending homelessness. The anticipated system changes and expected results are: increased data-driven decision-making; enhanced capacity for tracking and management; shared responsibility for "hard-to-serve" clients; decreased shelter staff time devoted to phone calls/ shelter screening; improved initial assessment quality and consistency; reduced unmet need; and improved system planning and coordination, including investment based on where capacity needs to be increased.

What we know about Coordinated Entry Best Practices: Should be a phone service that can provide skilled diversion and screening. Outreach teams should be dispatched through a central location. Coordinated Entry must serve both families, singles and youth. Current information is central to this process relative to: a) Adequate screening of the individual/family/youth; b) Agency admission criteria; and c) Identification of individuals/families/youth who may have had previous entries. These best practice approaches will serve to reduce the occasions when an agency declines a referral through increased transparency and shared accountability.

Domestic Violence, Dating Violence, Sexual Assault, Human Trafficking and Stalking: The CoC and Palm Beach County recognizes that victims of dating violence, domestic violence, sexual assault, human trafficking or stalking have unique and specific needs and must be treated with respect to their individual situations. As such, the following policy will be incorporated into the service delivery flow of Coordinated Entry. The by-name list and acuity lists are products of the call center and coordinated entry. Screeners will assess for homelessness and housing crisis

when clients call in for services. During this initial point of assessment, navigators will ask callers if they are currently in a safe place, have fear for their safety or are attempting to flee a potentially violent situation. Callers who identify as persons attempting to flee or fleeing dating violence, domestic violence, sexual assault, human trafficking or stalking situation will be immediately connected with the Domestic Violence agencies of the Continuum of Care including the YWCA, ADVA or Victims Services. Navigators will remain connected to the caller until a warm transfer (3 way call) can be made with the Domestic Violence agencies/hotlines. It should be noted that victims' placement in an emergency and safe shelter is a priority. Shelter diversion will not be an option in order to avoid further risk to safety.

Staffing Pattern for Call Center: The Call Center has one main number for homeless services and prevention services and will operate Monday to Friday from 8 am to 5 pm (this is for the initial start period). If the data shows the need for expanded hours including evenings and weekends, the Call Center hours will be extended. The caller will be prompted to select the homeless prompt. The option to connect to the Lewis Center should be removed from the options, as the number of shelters in PBC does not warrant just a one prompt to the Lewis Center) Once option 1 is selected, the caller will be placed into the homeless que for the next available navigator. The call center data logs will provide length of time on hold, number of caller disconnections, time spent with each caller and the number of calls per day. The data, when compared with the HMIS data, for referrals to services, should be identical. Furthermore, through the use of HMIS at the call center and the referral agencies, will provide the CoC to identify the results of the referrals made. The ability to do such will provide the much needed data to expand, redirect or reduce homeless services based on the need. Procedure: Each call will be answered by one of seven screeners/navigators (5 PBC; 1 GGI; 1 AAF). (2) Screeners (5) Navigators Each screener will: Triage call to identify caller's request. (verify homelessness, speak with staff at LC or Annex, checking on mail, access to donation center, seeking food or clothing, laundry services, prevention services, etc.) Once the need is identified, screener will connect caller with appropriate person to continue the navigation. Diversion away from the homeless system through Traveler's Aid or other family or individual support networks. If able to verify homelessness (see definition of homelessness for PBC) then the navigator will begin the script with the caller in an effort to glean as much information as possible to populate the HMIS system and the VI-SPDAT. A full VI-SPDAT or FVI-SPDAT should be conducted on each homeless caller. The score received must be entered into the HMIS system acuity list along with the chronicity of the caller (ie. has been documented homeless how many times and how many days over the past three years) If the caller is in the HMIS system, the contact will be added to the services within HMIS as a contact for shelter placement. Navigators must ask the question how long and how many times have you been homeless and for what length of time. A follow up question is required that asks "can any agency or police department verify your homelessness" if there is not verification in the HMIS record. If the caller is on the street, living in a place not meant for human habitation, has been discharged from a correctional or inpatient facility that lasted less than 90 days and was homeless prior to entry and on the street, the navigator will capture the location of the individual and request dispatch of a Outreach Team to the persons location after the HMIS information is completed and a request for services to Outreach is entered as a service. The Lead Navigator or the Homeless Call Center supervisor will

be responsible for homeless dispatch to outreach teams. HMIS will provide a referral for outreach data sheet daily to ensure that follow up to for the requested service has been entered into the system. Each navigator will work Monday to Friday 8 am to 5 pm. Lunch hours will be covered with a minimum of three navigators and should be taken from 11:30 to 12:30 and 12:30 to 1:30. It is important to note that due to the usage of a county building, the Call Center will not be open during county holidays and call functions for coordinated entry will transfer to the Lewis Center navigators. After-hours and on weekends, the function of the call center for Coordinated Entry will be transferred from the Call Center to the Lewis Center and calls will be navigated, using the above standards, to answer calls on the weekends and from 5 pm to 8 am Monday through Friday. The implementation of the Call Center and the use of the VI-SPDAT or FVI-SPDAT will allow appropriate homeless callers to be placed onto the acuity list for further assessment by Goodwill, Adopt-A-Family or the Lord's Place. The navigators remaining at the Lewis Center will administer the full SPDAT and have the ability to do in-person assessments or via mobile. This should provide for a streamlined process to occur and placement into emergency shelters beds to occur rapidly. The use of bed reservations will occur for HRC beds and unit reservations will occur for the family division. Hotel placement will be monitored for capacity and as units become available, will be filled with persons who have been fully assessed. The viewing on the Acuity list will be visible by all users of the coordinated entry system. The Acuity List will automatically sort based on the VI-SPDAT, Acuity and finally the full SPDAT. The SPDAT and the VI-SPDAT will be sunset at some point in the next year and the CoC continues to monitor the progress nationally for another qualified assessment instrument.

Conclusion Palm Beach County, as in most communities, find we need to make some changes in the direction of integrating services and often must integrate systems as well. The key to successfully addressing and eliminating homelessness lies in substantive system change at the community level, which is only possible to the extent that all entities involved work in concert to eliminate access barriers and create seamless local service systems. The addition of the Call Center, the ability of the seasoned navigators at the Lewis Center to complete full assessments and the use of technology to assist in coordinated entry is essential to begin the changes needed systemically change the face of homelessness in Palm Beach County.

## **HOME-ARP Activities**

***Describe the method(s) that will be used for soliciting applications for funding and/or selecting developers, service providers, subrecipients and/or contractors:***

After approval of the allocation plan, the County will offer HOME-funding through two funding strategies: new construction or multifamily housing, and acquisition and rehabilitation of existing properties. Solicitations will be conducted as Requests for Proposals (RFP) or Notices of Funding Availability (NOFA). RFPs are an open competitive selection process with established scoring criteria and funding recommendations made by a selection committee. NOFAs are an open first-come/first-eligible/first-funded application process. Public notification of the RFPs/NOFAs will follow county policy and be advertised in the local newspaper, posted on social media sites for the

County and distributed within the HHA email list serve and to other known interested parties. The County may also identify projects for funding outside of an open formal solicitation process. All HOME-ARP funding awards will be presented to the Board of County Commissioners for review and approval.

***Describe whether the PJ will administer eligible activities directly:***

The PJ will not administer activities directly. Eligible activities will be administered by housing developers/providers awarded HOME-ARP funding agreements with the County.

***If any portion of the PJ’s HOME-ARP administrative funds are provided to a subrecipient or contractor prior to HUD’s acceptance of the HOME-ARP allocation plan because the subrecipient or contractor is responsible for the administration of the PJ’s entire HOME-ARP grant, identify the subrecipient or contractor and describe its role and responsibilities in administering all of the PJ’s HOME-ARP program:***

No HOME-ARP funds were provided to subrecipients or contractors.

***In accordance with Section V.C.2. of the Notice (page 4), PJs must indicate the amount of HOME-ARP funding that is planned for each eligible HOME-ARP activity type and demonstrate that any planned funding for nonprofit organization operating assistance, nonprofit capacity building, and administrative costs is within HOME-ARP limits.***

**Use of HOME-ARP Funding**

	<b>Funding Amount</b>	<b>Percent of the Grant</b>	<b>Statutory Limit</b>
Supportive Services	\$ #		
Acquisition and Development of Non-Congregate Shelters	\$ #		
Tenant Based Rental Assistance (TBRA)	\$ #		
Development of Affordable Rental Housing	\$ 7,891,211		
Non-Profit Operating	\$ #	# %	5%
Non-Profit Capacity Building	\$ #	# %	5%
Administration and Planning	\$ 876,801	10 %	15%
<b>Total HOME ARP Allocation</b>	<b>\$ 8,768,012</b>		

***Describe how the PJ will distribute HOME-ARP funds in accordance with its priority needs identified in its needs assessment and gap analysis:***

HOME-ARP funds will be distributed for the development of Multifamily Housing, including projects entailing new construction and acquisition and rehabilitation; and for the acquisition and conversion of non-residential properties into residential facilities for Qualifying Populations.

**New Construction of Multifamily Housing**

The County will allocate HOME-ARP funds for the new construction of Multifamily Housing, including redevelopment. For purposes of HOME-ARP “Multifamily Housing” is defined as five

(5) or more residential units located on a single property under common ownership. All projects must result in an increase in the County's affordable housing inventory, either through construction of new housing units on a vacant site or redevelopment of an existing developed property at increased residential density. Eligible recipients of funds are housing developers/owners, including for-profit and not-for-profit organizations, public agencies, and partnerships between the same.

Multifamily Housing projects may receive HOME-ARP funding for all housing units within the project, or may receive funding for only a subset of the total number of units in the project. Up to 30% of the total number of HOME-ARP assisted units within a project may be restricted for occupancy by Low Income tenants ( $\leq 80\%$  AMI), and the balance of HOME-ARP units must be restricted for occupancy by Qualifying Populations. All HOME-ARP funded housing units will bear affordability requirements of the HOME-ARP Program for no less than thirty (30) years.

Multifamily Housing projects may be operated as customary rental housing and offer occupancy through a standard lease at affordable rents, including permanent supportive housing, or may be operated as transitional housing offering occupancy through a time-limited program with affordable rent/fees and supportive services to facilitate the transition to the next step towards housing self-sufficiency.

Rents in units occupied by Qualifying Populations, including transitional housing units, will not exceed HUD-issued HOME-ARP rent limits ( $\leq 50\%$  AMI) less utility allowance, except that units occupied by a recipient of a tenant-based rental subsidy who contributes no more than 30% of income to rent may bear rents up to the maximum permitted by the subsidy program. Rents in units occupied by Low Income (80% AMI) households will not exceed the lesser of the applicable HUD Fair Market Rent or the HOME 65% AMI rent limit, less utility allowance, except that units occupied by a recipient of a tenant-based rental subsidy who contributes no more than 30% of income to rent may bear rents up to the maximum permitted by the subsidy program.

The very-low income targeting required by HOME-ARP and the associated low rents are anticipated to result in significant funding gaps in project development budgets, even when other sources of development subsidy are employed. Accordingly, the HOME-ARP funds will be provided as gap funding for project development costs. Eligible costs are those attributable to HOME-ARP housing units, including but not limited to: architectural and engineering, permitting, site improvements, construction, and establishment of an initial operating reserve. Determination of cost eligibility and reasonableness will be at the sole discretion of the County. HOME-ARP funding will be provided in the form of a low-interest loan. The loan structure and terms will be favorable and tailored to each project with the intent of assuring financial viability throughout the period of affordability.

The project developer/owner will be responsible for operation of the property throughout the period of affordability, including sourcing of any necessary operating subsidies and provision or coordination of any necessary programming and services for residents.

#### Acquisition and Rehabilitation of Existing Properties

The County will allocate HOME-ARP funds for the acquisition and rehabilitation of existing residential properties and conversion of non-residential properties into housing and residential facilities for Qualifying Populations. The purpose of this strategy is to create additional inventory of housing and residential facilities. Accordingly, properties which currently bear affordability requirements of any federal, state or local program are ineligible for assistance. Eligible recipients of funds are not-for-profit organizations, public agencies, and partnerships between the same.

Eligible activities include acquisition of existing Multifamily Housing properties or acquisition and conversion of non-residential properties, such as motels/hotels, to residential use. This strategy may result in the creation of “Single Room Occupancy” (SRO) units. SRO is defined as a housing unit that is the primary residence of the occupant and contains sleeping quarters and sanitary facilities within a single private dwelling space, and where food preparation facilities are provided either within the private dwelling space or within a common space shared by tenants.

All housing units assisted through this strategy must be restricted for occupancy by Qualifying Populations and bear affordability requirements of the HOME-ARP Program for no less than thirty (30) years. Projects may be operated as customary rental housing and offer occupancy through a standard lease at affordable rents, including permanent supportive housing, or as transitional housing or Non-Congregate Shelter. “Non-Congregate Shelter” is defined as one or more buildings that provide private units or rooms as temporary shelter to individuals and families and does not require occupants to sign a lease or occupancy agreement.

Rents in units occupied by Qualifying Populations, including transitional housing units, will not exceed HUD-issued HOME-ARP rent limits ( $\leq 50\%$  AMI) less utility allowance, except that units occupied by a recipient of a tenant-based rental subsidy who contributes no more than 30% of income to rent may bear rents up to the maximum permitted by the subsidy program.

Rents in SRO units containing both sanitary and food-preparation facilities will not exceed the HUD zero-bedroom Fair Market Rent less utility allowance. Rents in SRO units containing only sanitary facilities may not exceed 75% of the HUD zero-bedroom Fair Market Rent less utility allowance.

The types of very-low income housing and residential facilities to be assisted through this strategy generate meager operational revenues and therefore have minimal debt capacity. Consequently, development costs of these types of projects must be funded primarily from subsidy sources. Projects are anticipated to have large development funding gaps even with other subsidy sources, and accordingly, the HOME-ARP funds will be provided as gap funding for project development costs. Eligible project costs include, but are not limited to: property acquisition, architectural and engineering, permitting, site improvements, construction, and establishment of an initial operating reserve. Determination of cost eligibility and reasonableness will be at the sole discretion of the County. HOME-ARP funding may be provided in the form of a forgivable loan or a low interest loan. Forgivable loans will bear no interest and require no debt service during their term. Contingent on successful compliance with HOME-ARP requirements during the period of affordability, the full amount of principal will be forgiven upon maturity. Low-interest loans will be structured with the intent of assuring financial viability of the project throughout the period of affordability.



The project developer/owner will be responsible for operation of the property throughout the period of affordability, including sourcing of any necessary operating subsidies and provision or coordination of any necessary programming and services for residents.

***Describe how the characteristics of the shelter and housing inventory, service delivery system, and the needs identified in the gap analysis provided a rationale for the plan to fund eligible activities:***

Upon consultation with the local CoC and reviewing survey results of local service providers it was determined the county is in need additional inventory of affordable rental housing. Data review further determined affordable rental housing is acutely needed for seniors, families with children, chronically homeless, and unhoused individuals residing in places not meant for human habitation.

## **HOME-ARP Production Housing Goals**

***Estimate the number of affordable rental housing units for qualifying populations that the PJ will produce or support with its HOME-ARP allocation:***

Palm Beach County estimates that 91 affordable rental housing units for Qualifying Populations will be added to the local affordable housing inventory.

***Describe the specific affordable rental housing production goal that the PJ hopes to achieve and describe how the production goal will address the PJ's priority needs:***

The County has a production goal of 91 affordable rental housing / residential facility units for Qualifying Populations and low-income households. All HOME-ARP assisted residential units will serve local priority housing needs for an affordability period of no less than 30 years.

## **Preferences**

***Identify whether the PJ intends to give preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project:***

Priority populations for HOME-ARP projects is based on the data and Coordinated Entry method discussed above. Priority will be given to: a) Seniors; b) Families with children; c) Chronically Homeless; and finally d) persons that do not meet the definition of chronic homeless but are homeless and living on the street or in a place not meant for human habitation.

***If a preference was identified, explain how the use of a preference or method of prioritization will address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or subpopulation of qualifying population, consistent with the PJ's needs assessment and gap analysis:***

The CoC's Coordinated Entry process has evolved and grown in scope. Below is the process that is used to determine the level of need and then the gaps in the shelter and housing inventory as well as the service delivery system for not only homeless callers but also homeless prevention callers: Palm Beach County and the CoC seek an ambitious and achievable model of enhanced service access that seeks to change and transform our homeless services system so that people in a housing crisis are quickly and correctly connected with the most effective and appropriate services from across the continuum of resources available: homelessness prevention, community-based case management, emergency shelter, interim housing, supportive housing; rapid re-housing, and permanent supportive housing. Through Coordinated Entry, Homeless Dispatch Services and navigators at the Call Center and the Lewis Center, the efficiency and effectiveness of service delivery will be improved and evidenced through data analysis and outcome monitoring. Accurate data will drive decisions regarding allocation of resources, emerging needs, and provider engagement and accountability to a systems approach to ending homelessness. The anticipated system changes and expected results are: increased data-driven decision-making; enhanced capacity for tracking and management; shared responsibility for "hard-to-serve" clients; decreased shelter staff time devoted to phone calls/ shelter screening; improved initial assessment quality and consistency; reduced unmet need; and improved system planning and coordination, including investment based on where capacity needs to be increased.

***Identify the referral methods that the PJ intends to use for its HOME-ARP projects and activities. PJ'sTh may use multiple referral methods in its HOME-ARP program. (Optional):***

The PJ will allow developers/operators of HOME-ARP housing/facilities to establish their own tenant selection policies that are open to all Qualifying Populations and may have selection preferences in accordance with this allocation plan. Referrals to HOME-ARP housing/facilities may be made through the County's established coordinated entry methods, and the County will recommend developer/operator coordination with the local CoC for referrals.

***If the PJ intends to use the coordinated entry (CE) process established by the CoC, describe whether all qualifying populations eligible for a project or activity will be included in the CE process, or the method by which all qualifying populations eligible for the project or activity will be covered. (Optional):***

All eligible qualifying populations will be included in the coordinated entry process.

***If the PJ intends to use the CE process established by the CoC, describe the method of prioritization to be used by the CE. (Optional):***

Palm Beach County Human Services Division will provide the coordinated entry system for projects without a system in place. The method of prioritization will be as follows; seniors, families with children, chronically homeless, and persons that do not meet the definition of chronic homeless but are homeless living on the street or in places not meant for human habitation.

*If the PJ intends to use both a CE process established by the CoC and another referral method for a project or activity, describe any method of prioritization between the two referral methods, if any. (Optional):* Not applicable.

**Limitations in a HOME-ARP rental housing or NCS project**

*Describe whether the PJ intends to limit eligibility for a HOME-ARP rental housing or NCS project to a particular qualifying population or specific subpopulation of a qualifying population identified in section IV.A of the Notice:*

The PJ will not limit eligibility at this time.

*If a PJ intends to implement a limitation, explain why the use of a limitation is necessary to address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or subpopulation of qualifying population, consistent with the PJ's needs assessment and gap analysis:*

The PJ will not implement any limitations at this time.

*If a limitation was identified, describe how the PJ will address the unmet needs or gaps in benefits and services of the other qualifying populations that are not included in the limitation through the use of HOME-ARP funds (i.e., through another of the PJ's HOME-ARP projects or activities):*

Not applicable, the PJ will not implement limitations at this time.

**HOME-ARP Refinancing Guidelines**

- *Establish a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing to demonstrate that rehabilitation of HOME-ARP rental housing is the primary eligible activity*

Not applicable, the PJ will not utilize HOME-ARP for refinancing.

- *Require a review of management practices to demonstrate that disinvestment in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving qualified populations for the minimum compliance period can be demonstrated.*

Not applicable, the PJ will not utilize HOME-ARP for refinancing.

- *State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.*

Not applicable, the PJ will not utilize HOME-ARP for refinancing of current or additional affordable units.

- *Specify the required compliance period, whether it is the minimum 15 years or longer.*

Not applicable, the PJ will not utilize HOME-ARP for refinancing.

- ***State that HOME-ARP funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.***

HOME-ARP funds cannot be used to refinance multifamily loans made or insured by any federal program including CDBG.

- ***Other requirements in the PJ's guidelines, if applicable:***

Not applicable.

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