



DEPT. OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

M E M O R A N D U M

TO: Bruce K. Walden, CAO
FROM: April D. Getchius, AICP, Director/CDS
DATE: May 10, 2000
SUBJECT: A Resolution Approving a Renewal Application for Supportive Housing Program Funds from the U. S. Department of Housing and Urban Development, Homeless Families in Transition

Brief Description of the Issue

Included on the agenda for May 15, 2000 Committee of the Whole is a resolution approving an application to HUD for renewal of a grant for an existing transitional housing program administered by the City. If approved by Council this application would be submitted by the May 31, 2000 deadline. A HUD decision on the application would be made by January 2001.

Identification of the Issue(s) and Any Approvals Required

The issue is whether the City should apply to HUD under the 2000 NOFA Supportive Housing Program for renewal funds to support 54 beds for families with children (mostly women and children) under Homeless Families in Transition. City Council approval of the resolution is necessary before the application can be submitted by City Staff. The issue before Committee on May 15 is whether Staff should proceed with submitting the application or whether no application should be filed.

Background/Facts

In its Notice of Funds Available (NOFA) 2000, HUD announced all programs whose funding expires by June 30, 2001, would be eligible to apply for renewal grants for an additional three years. This would apply to the this transitional housing program administered by the City: Homeless Families in Transition (which involves the Center for Women in Transition, A Woman's Place, and The Salvation Army). In the past, renewal applications were considered on the merits of the project, but under since 1997 renewal applications must compete with other renewals and all new program applications. Additionally all applications must be linked to a Continuum of Care System, and all data submitted in

the application must be consistent with a current Consolidated Plan.

Staff has prepared the enclosed draft renewal application for this transitional housing program. In Homeless Families in Transition, the City of Urbana would serve as grant applicant and program administrator. Housing and supportive services for program participants would be provided by a Woman's Place (a transitional housing shelter for victims of domestic violence), the Center for Women in Transition (congregate transitional housing shelter in two group home settings), and Salvation Army Services Inc./The Salvation Army (three single-family housing units). This program was initially funded in 1994 for \$987,210 and received a 1997 renewal grant in the amount of \$619,550; requested 2000 renewal amount is \$619,550.

A draft application is attached to this memorandum. The application, Exhibit 2, describes housing needs and supportive services to be offered by the proposed program, proposed target population, and proposed uses of funds.

Fiscal Impact

The proposed program, Homeless Families in Transition, would involve no City funds, either general funds or special funds. Funds received from HUD for this program would be used for operational expenses and supportive services by the three cooperating agencies; required matching funds would also be provided by these same agencies. Up to 5% of the total grant could be used for administration costs, however this amount must be shared with the supporting agencies in direct correlation to the amount of administrative functions performed by the agency.

Remaining funds would be used to pay existing City Staff to administer the program.

Recommendation

Staff recommends City Council approval of this attached resolution authorizing submittal of the renewal application to HUD.

Attachments

Prepared by: _____
Karen Rasmussen, Grants Coordinator II, GMD



DEPT. OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

M E M O R A N D U M

TO: Members, Community Development Commission
FROM: Karen Rasmussen
DATE: April 19, 2000
SUBJECT: SUPPORTIVE HOUSING PROGRAM/Homeless Families in Transition
Grant Renewal Application

In 1994, the City of Urbana was granted \$987,210 by HUD which contributed to new construction of A Woman's Place shelter for victims of domestic violence situations, renovation of Forbes House as transitional housing for Center for Women in Transition, and rehabilitation of facilities for The Salvation Army which now serve as transitional housing for families with children. This grant also included funding for operational expenses and supportive service costs. The City applied for and was granted a renewal in 1996 in the amount of \$619,550 for payment of operational and supportive service expenses. This grant will expire June 30, 2001.

Consequently, it is now time to apply again for another renewal grant to continue Federal support for this program.

Attached is a copy of the draft application which is due at HUD on May 31, 2000. While this application is still incomplete (you can see there is no budget yet), it is necessary for CDC to recommend the application renewal to Council for approval at their May 22nd meeting in order to meet this deadline. Staff is bringing the draft to the attention of CDC at this time since its next regularly scheduled meeting is May 23rd.

It is anticipated the renewal will be for approximately the same amount as last received (\$620,000).

Thank you.

RESOLUTION NO. _____

A RESOLUTION APPROVING A RENEWAL APPLICATION
FOR SUPPORTIVE HOUSING PROGRAM FUNDS
FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT,
HOMELESS FAMILIES IN TRANSITION

WHEREAS, on May 8, 2000, the Urbana City Council adopted the Urbana HOME Consortium and the City of Urbana Consolidated Plan for Program Years 2000-2004 (hereinafter the "Consolidated Plan") which documents housing and non-housing needs of low-income persons, homeless persons, and homeless persons with special needs; and

WHEREAS, the Consolidated Plan establishes a five-year goal of expanding affordable housing opportunities for low-income persons, and establishes the need to maintain the existing system of transitional shelter through continued public funding of such programs; and

WHEREAS, a combined and coordinated effort of local agencies including A Woman's Fund, Inc. (A Woman's Place), the Center for Women in Transition, Salvation Army Services, Inc. (The Salvation Army), the City of Urbana, and others is needed to compete for said competitive grant funds and to adequately address the needs of homeless families with children in Urbana-Champaign.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1: That the Department of Community Development Services of the City of Urbana is hereby authorized and directed to file a renewal grant application as lead administrative agency to the U. S. Department of Housing and Urban Development Supportive Housing Program in cooperation with A Woman's Fund, Inc. (A Woman's Place), the Center for Women in Transition, and Salvation Army Services, Inc. (The Salvation Army) for funds to support a transitional housing program for an additional period of three years for homeless families with children.

Section 2: That the Mayor is hereby designated as the authorized representative of the City of Urbana to take any action necessary in connection with said application and to provide such additional information as may be required.

PASSED by the City Council this ___ day of _____, 2000.

AYES:
NAYS:
ABSTAINS:

Phyllis D. Clark, City Clerk

APPROVED by the Mayor this ___ day of _____, 2000.

Tod Satterthwaite, Mayor

2000 Application Summary

Continuum of Care Name: Urbana-Champaign Continuum of Care System

Continuum of Care

Contact Person: Karen Rasmussen

Address: 400 South Vine Street
Urbana, Illinois 61801

Continuum of Care Geography

Using the Geographic Area Guide, list the name and the six-digit geographic code number for *each* city and/or county participating in your Continuum of Care. Because the geography covered by your system will affect your need score, it is important to be accurate. Enter the name of **ever listed** city and/or county that makes up the geography for your Continuum of Care system and its assigned code. Leaving out a jurisdiction could reduce your pro rata need amount. Adding in a jurisdiction that is not really part of your system is likely to significantly reduce your score. Before completing, please read the NOFA guidance and page 3 of this application regarding geographically overlapping Continuum of Care systems.

Geographic Area Name	6-digit Code
Champaign County, Illinois	179019
City of Champaign, Illinois	171218
City of Urbana, Illinois	177122
Village of Rantoul, Illinois	175808

Champaign County, Illinois, population 175,179 is located in East Central Illinois approximately 135 miles south of Chicago, 120 miles west of Indianapolis, and 165 miles northeast of St. Louis. While 89% of county land is utilized for agricultural purposes, 80% of the populous lives in incorporated villages and cities, with 67% of the population residing in the Cities of Champaign and Urbana and in the Village of Rantoul.

Virtually all of the local agencies providing services to the area's low-income and homeless populations are located within the Cities of Urbana and Champaign, and accommodate persons from the whole of Champaign County. Rural Champaign County agencies are generally branches whose main offices are situated in the metro area. Therefore the local Continuum of Care System comprises the City of Urbana, the City of Champaign, the Village of Rantoul, and Champaign County.

Exhibit 1:

Continuum of Care

1. Continuum of Care Abstract

Over the last several years, service providers, local governments, and health-care organizations have been committed to establishing a complete and viable continuum of care system for homeless assistance in the Urbana-Champaign area. *AmeriCorps/CHART* members are stationed at "front-line" agencies (*CU Public Health Department, Champaign County Regional Planning Commission, Family Service of Champaign County*) and have been instrumental in providing initial services including outreach and intake assessment, a component of a continuum of care system. Local providers of emergency services (*A Woman's Place Domestic Violence Shelter, TIMES Center*) are also linked with *AmeriCorps/CHART* and immediate intake and assessment are available at these facilities. Other emergency shelter operators (on a limited basis) include *The Salvation Army* and *Center for Women in Transition*. (*Center for Women in Transition* and *A Woman's Place* also have transitional housing programs in operation for single women and women with children.) *Salvation Army Services, Inc.* and the *City of Urbana* offer eight transitional housing units between them for homeless families with children. *The Salvation Army Stepping Stone Shelter* has replaced its primarily emergency-service facility for single men with a transitional housing program, and *TIMES Center* has begun transitional housing services as well as emergency shelter in their newly constructed facility.

While all fundamental components of the continuum of care system have received consideration and development, recently focus has been primarily fixed on permanent housing. Urbana-

Champaign made progress in this effort when *Homestead Corporation's* Homestead Apartments, the community's first single-room occupancy facility, joined the *Mental Health Center of Champaign County* and *Developmental Services Center* in providing permanent housing and permanent supportive housing arrangements. Additional assistance was received in the form of a 1996 NOFA Shelter Plus Care award for rental assistance to fifteen apartment units for persons with disabilities, and most recently with funding under the 1999 NOFA for an additional eighteen units of Shelter Plus Care rental assistance to persons with targeted disabilities. However, the *Council of Service Providers to the Homeless'* April 1998 survey of homeless persons reports a continued need for permanent housing.

For many years the City of Urbana's Community Development Block Grant Program has allocated CDBG funds for affordable housing projects, with its largest project being the development of Eads at Lincoln subdivision, a new-home construction program for low- to moderate-income homebuyers. Since 1996, additional affordable housing programs in this community have been administered under the HOME Consortium, whose members are the *City of Urbana*, the *City of Champaign*, *Champaign County*, and the *Village of Rantoul* which joined in 1999. Program development funded by the HOME Investment Partnership Program has included new home construction and first-time homebuyer assistance (*Illinois Center for Citizen Involvement*), renovation of two duplexes into two single-family units for rental to Section 8 eligible families (*Homestead Corporation*), rehabilitation of multi-family rental properties (having less than eleven units) which must remain affordable to low-income households for a seven-year period

(*City of Urbana*), tenant-based rent assistance for households successfully completing one of the area's transitional housing programs (*City of Urbana*), as well as housing rehabilitation programs available to very low- and low-income households to safeguard the community's housing stock and prevent possible loss of these properties to deterioration causing the homeowners to vacate the premises (*Cities of Urbana and Champaign, and Champaign County*). Given the success realized by these entities, focus in the local Continuum may now return to maintaining the existing system of emergency shelter and transitional housing programs, and to developing a coordinated intake and assessment program. Therefore this present application requests the renewal of Homeless Families in Transition, a transitional housing program serving homeless families with children. Homeless Families in Transition is administered by the *City of Urbana* and involves three supporting agencies providing services to participating families: *Center for Women in Transition; Salvation Army Services, Inc.; and A Woman's Place*.

2. Planning Process for Developing a Continuum of Care Strategy

a. Lead Entity Identified

The Urbana-Champaign Continuum of Care System is unique in that no one human service agency serves all of Champaign County's homeless, rather many agencies each provide services to their own niche of the homeless community. The service delivery system is coordinated voluntarily by the agencies through participation in the *Council of Service Providers to the Homeless*. Council participants include nonprofit shelter providers, local government agencies, and nonprofit supportive service providers. The *Continuum of*

Care Committee was formed in 1997 as a standing committee to the *Council of Service Providers to the Homeless*, with the purpose of monitoring the CoC system, identifying gaps in the system, and if possible providing solutions to fill those gaps. The defined mission of the CoC Committee is to maintain a current inventory of available services and their sources, to acquire and disseminate data which would be helpful in grant writing, and to expand the Continuum beyond housing assistance.

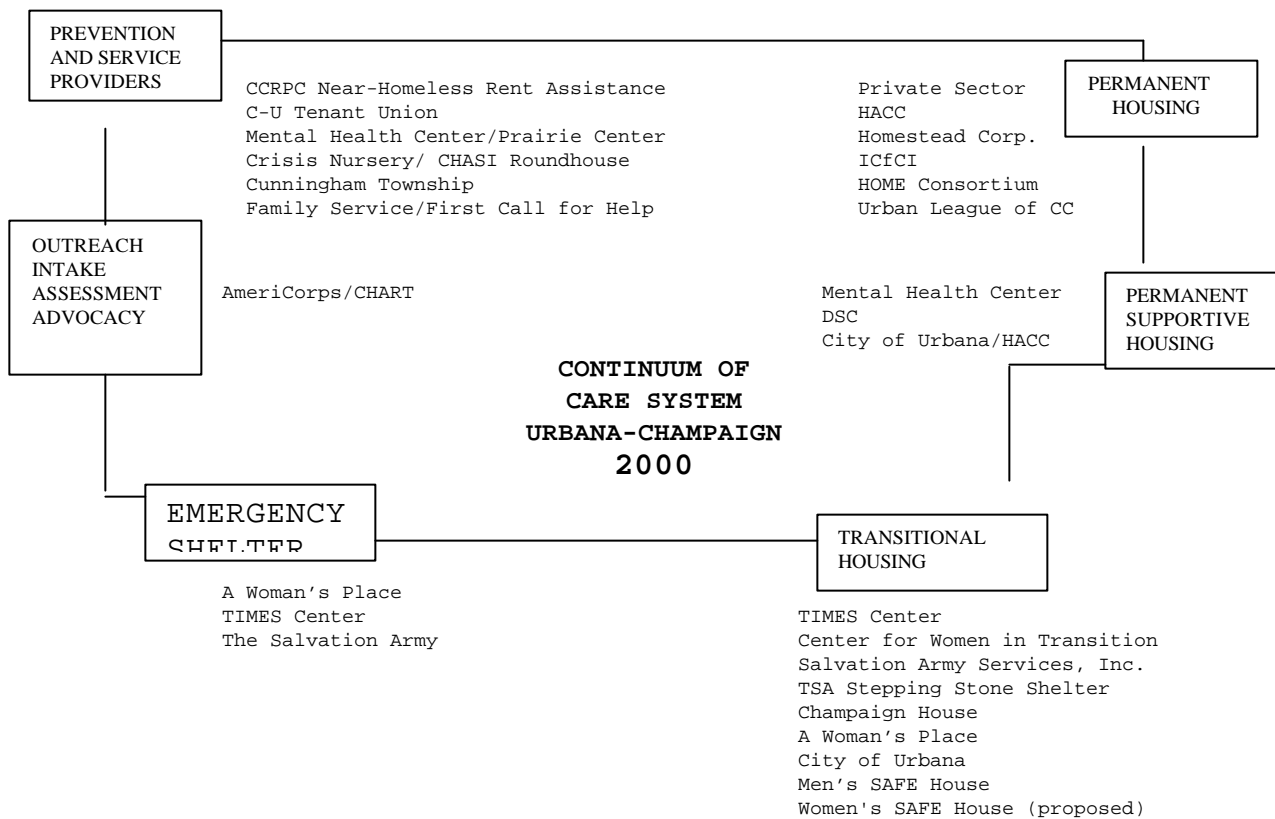
As a provider of transitional and permanent subsidized housing in Champaign County, the *City of Urbana* has been intricately involved in serving homeless persons working through the Continuum of Homeless Care System. The *City of Urbana* currently administers two transitional housing programs for homeless families with children under the HUD Supportive Housing Program, and two tenant-based rent assistance programs, one under the Shelter Plus Care Program for persons with targeted disabilities and a second under the HOME Investment Partnership Program for families with children. Since its inception City of Urbana Staff has chaired the Continuum of Care Committee, and oversees its ongoing efforts.

b. Description of CoC Planning Structure

The agency members of the *Continuum of Care Committee* and the *Council of Service Providers to the Homeless* participated in the development of the *Consolidated Plan for Program Years 1995-1999* and the *Consolidated Plan for Program Years 2000-2004* formulated by all HOME Consortium members. These five-year planning documents address homelessness issues among other community concerns, put

forth strategies to alleviate identified gaps and shortfalls, and serve as an evaluation tool to measure the community's progress in resolving problems of homelessness. The Consolidated Plans have been used by local agencies as a guide in program development, a resource for grant/funding applications, and most importantly as a chart to plan future programs/projects based on identified community needs.

c. Relationship of Entities in the Continuum of Care



d. Dates and Main Topics of CoCC Meetings since June 1999/Future Plans

July 1999	Possible merger with East Central Illinois Continuum of Care System
August 1999	Regional CoC conference hosted by Champaign-Urbana
September 1999	Need to update April 1998 survey of homeless persons, and reconfiguration of the Continuum to include agencies providing

	supportive services
October 1999	Illinois Department of Human Services (IDHS) Request For Proposal for Champaign County (\$16,000 pro rata available)
November 1999	Established criteria for prioritizing grant applications
December 1999	Review and prioritization of grant applications to IDHS
January 2000	Presentation by Chicago Coalition for the Homeless - "It Takes a Home to Raise a Child Campaign to Prevent and Reduce Family Homelessness"
February 2000	Census 2000 and grant application response to IDHS RFP (\$10,000)
March 2000	NOFA 2000 and implementation of lead-based paint regulations (9/15/00)
April 2000	Consideration of endorsement for "It Takes a Home to Raise a Child Campaign to Prevent and Reduce Family Homelessness"
May 2000	Prioritization of NOFA 2000 application(s), and initial planning for the 2000 Survey of Homeless Persons in Champaign-Urbana
Future Agendas	Another survey of homeless persons for comparison with Census 2000 data, expansion of Continuum to include businesses, neighborhood organizations, members of the faith community and veterans organizations, and discussion of continued role of the Continuum in homeless issues

e. Specific Names and Types of Organizations Involved in Continuum of Care

Specific Names of CoC Organizations/Persons (<i>Geographic area represented</i>)	Subpopulations Represented (G, SMI, SA, HIV/AIDS, VETS, DV, Y)	Level of Participation in Planning Process
state agencies:		
local government agencies:		

City of Urbana <i>(City of Urbana)</i>	G	Active
City of Champaign <i>(City of Champaign)</i>	G	Active
Village of Rantoul <i>(Village of Rantoul)</i>	G	Passive
nonprofit organizations:		
Champaign County Regional Planning Commission/CCRPC <i>(Champaign County)</i>	G	Active
Mental Health Center of Champaign County/MHC <i>(City of Urbana)(City of Champaign)</i> <i>(Champaign County)(Village of Rantoul)</i>	G, SMI	Active
Mental Health Board of CC <i>(Champaign County)</i>	G	Active
Greater Community AIDS Project/GCAP <i>(City of Urbana)(City of Champaign)</i> <i>(Champaign County)(Village of Rantoul)</i>	HIV/AIDS	Passive
Family Service of Champaign County <i>(City of Urbana)(City of Champaign)</i> <i>(Champaign County)</i>	G	Passive
Children's Home & Aid Society of Illinois <i>(City of Urbana)(City of Champaign)</i>	Y	Active
C-U Tenant Union <i>(City of Urbana)(City of Champaign)</i>	G	Passive
Housing Authority of Champaign County/HACC <i>(Champaign County)</i>	G	Active
banks:		
neighborhood groups:		
housing developers:		
Illinois Center for Citizen Involvement/ICfCI <i>(City of Urbana)(City of Champaign)</i>	G	Passive
Homestead Corporation <i>(City of Urbana)(City of Champaign)</i>	G	Passive
Urban League of Champaign County <i>(Champaign County)</i>	G	Passive
businesses:		
foundations:		
Canaan Development Foundation <i>(City of Urbana)(City of Champaign)</i>	G	Passive
service providers:		
Center for Women in Transition/CWIT	G	Active

(City of Urbana)(City of Champaign) A Woman's Place/AWP (City of Urbana)(City of Champaign) The Salvation Army/Salvation Army Services, Inc. (City of Urbana)(City of Champaign) (Champaign County)(Village of Rantoul)	DV	Passive
Crisis Nursery of Champaign County (City of Urbana)(City of Champaign)	G	Active
Developmental Services Center/DSC (City of Urbana)(City of Champaign) (Champaign County)(Village of Rantoul)	Y	Passive
Prairie Center Health Systems (City of Urbana)(City of Champaign) (Champaign County)(Village of Rantoul)	G	Passive
homeless/former homeless persons: AmeriCorps/CHART (City of Urbana)(City of Champaign)	SA	Active
other:	G	Active

3. Continuum of Care System Under Development

a. Community's Vision for Combating Homelessness

Of all services to the homeless, the emergency shelter system receives the most local publicity. Urbana-Champaign is served by two emergency shelters on a full-time basis each serving a distinct segment of the local homeless population. Two other agencies which primarily provide transitional housing programs also offer a few beds on an as-needed basis when an overflow results. Emergency shelters in the area are operated by non-profit agencies, although some receive financial support from local government. Efforts have been made to reduce the number of persons served in emergency shelter and move these individuals/households into more supportive activities associated with transitional housing programs, which combines short-term housing with an array of supportive services coordinated by case managers, and is designed to

help homeless persons achieve self-sufficiency and an independent lifestyle. In Urbana-Champaign, priority for admission to transitional housing programs is generally given to emergency shelter residents as shelter staff prepare their participants for the next phase of the Continuum.

In addition to the generous and dependable financial support offered by the local community, the Urbana-Champaign Continuum of Care has been fortunate in receiving Federal assistance for programs important to its continuation. Supportive Housing Program funds have contributed to the ongoing operational expenses of the *Center for Women in Transition*, *A Woman's Place*, and *Salvation Army Services, Inc.* transitional housing programs since 1995. This has permitted local government resources to be focussed on permanent housing efforts. Permanent housing that is affordable to low-income households is scarce in Urbana-Champaign and naturally this presents problems for agencies attempting to move previously homeless persons through the Continuum.

Permanent housing and permanent supportive housing programs have benefited in the past three years from Federal program assistance as did the recent development and construction of TIMES Center. However it is recognized among area service providers that ongoing Federal assistance, as well as continued local support, will be needed to maintain the opportunities now provided. While the Continuum has expanded in recent years to fill gaps in transitional housing programs especially, there remains a need for emergency shelter particularly for women and families. At the present time there is no emergency shelter space available to house 2-parent families with children, and the

emergency shelter space available for single women and for women with children is very limited and restricted in one case to only victims of domestic violence.

While this vital need for emergency shelter is recognized by the community, need priority must be shared with another gap in the system: intake/assessment. Much discussion has ensued regarding creation and development of a centralized assessment and intake center. Issues related to confidentiality have been obstacles in the past, but at present agencies appear to be coming to agreement in how these matters might best be handled to the benefit of all. The presence of a centralized intake/assessment center would serve to expedite available services for persons in need by reducing the amount of time and effort needed to locate openings in programs, and in instances where supportive services are needed rather than shelter, in locating the appropriate agency. A centralized intake/assessment center would reduce the likelihood of duplication in services by agencies and would certainly be an effective deterrent to persons who abuse the provider system by going from one assistance program to another.

Service providers also face major impediments in locating affordable rental housing for clients. Even with programs which provide rental assistance, locating an actual unit for the household has proven to be extremely difficult. One of the reasons for this is the increase in the rental population each year with the beginning of classes at the University of Illinois. And students are better able to share costs by leasing units for multiple persons, thus reducing the number of 3- and 4-bedroom units available to families in the area.

In discussing homelessness, it is necessary to consider

persons reported as homeless in the entire region. Homeless persons primarily move between the Cities of Urbana and Champaign on a regular basis, with the largest homeless populations in downtown Champaign, downtown Urbana, and the university district which straddles the Urbana-Champaign boundary. Nonprofit agencies focusing on the homeless problem provide services to all persons regardless of their last known address. Members of the HOME Consortium considered the nature and extent of homelessness during development and formulation of their Consolidated Plans for Program Years 2000-2004. Consequently strategic plans for these entities address related issues and offer goals as outlined in the following chart.

b. Strategy to Carry Out Community Vision

GOAL	ACTION STEPS	RESPONSIBLE ORGANIZATION	TARGET DATE(S)
Goal 1. Maintain the existing system of emergency and transitional shelter through continued public funding of shelters and programs.	Using HOME/CDBG/SHP funds, support efforts by area non-profit agencies to maintain the existing system of emergency and transitional housing shelters.	Members, HOME Consortium	Fiscal Years 2000-2004
	Seek renewal(s) of Supportive Housing Program funds for <u>Homeless Families in Transition</u> housing program under the administration of the City of Urbana	City of Urbana	Fiscal Year 2000-2001
	Fund City of Urbana <u>Transitional Housing for Families with Children</u> (5 units) using CDBG public service funds.	City of Urbana	Fiscal Years 2000-2004

	Develop one or more methods to support ongoing operation of the core shelter system.	City of Champaign	Fiscal Years 2000-2004
GOAL	ACTION STEPS	RESPONSIBLE ORGANIZATION	TARGET DATE(S)
Goal 2. Develop one or more private community trust funds to raise money to support ongoing operation of the core shelter system.	Continue involvement in the Urbana-Champaign Continuum of Care System for homeless assistance. And maintain memberships in organizations which facilitate coordination and cooperation among area service providers.	Members, HOME Consortium	Fiscal Years 2000-2004
Goal 3. Develop a centralized intake and assessment program to assist homeless persons in accessing available shelter space and to investigate non-shelter housing alternatives.	Continue involvement in the Urbana-Champaign Continuum of Care System for homeless assistance. And maintain memberships in organizations which facilitate coordination and cooperation among area service providers.	Members, HOME Consortium	Fiscal Years 2000-2004
Goal 4. Encourage the development of a (residential) program to serve homeless teens with children.	Continue involvement in the Urbana-Champaign Continuum of Care System for homeless assistance. And maintain memberships in organizations which facilitate coordination and cooperation among area service providers.	Members, HOME Consortium	Fiscal Years 2000-2004
Goal 5. Develop rental assistance program(s) to provide permanent and permanent supportive housing opportunities for extremely low- and very low-income persons.	Using HOME funding, provide rental assistance to persons with families who have completed one of the area's transitional housing programs.	Members, HOME Consortium	Fiscal Years 2000-2004
	Using SHP monies, fund Shelter Plus Care programs for persons with targeted disabilities who are linked with participating local agencies for case management services.	City of Urbana	Fiscal Years 2000-2004

	Seek renewal of existing Shelter Plus Care grant for rental assistance for persons with targeted disabilities.	City of Urbana	Fiscal Year 2001-2002
Goal 6. Collaborate with non-profit housing development organizations to develop multi-family rental housing affordable to extremely low- and very low-income households with children.	Maintain memberships in organizations which facilitate coordination and cooperation among area service providers.	Members, HOME Consortium	Fiscal Years 2000-2004
Goal 7. Encourage expansion of transitional housing for women and children	Using HOME/CDBG/SHP funds, support efforts by area non-profits to maintain existing system of emergency shelters and transitional housing programs	Members, HOME Consortium	Fiscal Years 2000-2004
Goal 8. Encourage development of emergency shelter services or transitional housing for homeless two-parent households with children.	Using HOME/CDBG/SHP funds, support efforts by area non-profits to maintain existing system of emergency shelters and transitional housing programs	Members, HOME Consortium	Fiscal Years 2000-2004

c. Fundamental Components of Continuum

Fundamental Components of CoC System
<p><u>Component:</u> <i>Prevention and Service Providers</i></p> <p>Services in place: Rent Assistance - assistance with first month's rent or up to one month's past-due rent; information & referral, assistance with landlord negotiations, & housing counseling. <i>(CCRPC)</i></p> <p>Services planned:</p> <p>How homeless persons access/receive assistance: referrals from area service providers (case managers)</p>
<p><u>Component:</u> <i>Prevention and Service Providers</i></p> <p>Services in place: Tenant Advocacy - intervention to avoid eviction and resolve landlord/tenant conflicts. <i>(C-U Tenant Union)</i></p> <p>Services planned:</p> <p>How homeless persons access/receive assistance: usually by word-of-mouth, but also by referral from other area service providers</p>
<p><u>Component:</u> <i>Prevention and Service Providers</i></p> <p>Services in place: Healthcare and Counseling Services - life-skills training, substance abuse intervention & counseling/detoxification & residential treatment, mental health counseling & intervention/crisis respite services, and stress management and crisis coping skills-building seminars. <i>(Mental Health Center/Prairie Center for Substance Abuse)</i></p> <p>Services planned:</p> <p>How homeless persons access/receive assistance: outreach; referrals from area service providers (case managers)</p>
<p><u>Component:</u> <i>Prevention and Service Providers</i></p> <p>Services in place: Emergency Child/Youth Care - shelter for infants and young children during family crises as well as family life-skills training; shelter and respite services to runaway teens as well as intervention services to avoid teen homelessness. <i>(Crisis Nursery/CHASI Roundhouse)</i></p> <p>Services planned:</p> <p>How homeless persons access/receive assistance: referral and word-of-mouth</p>
<p><u>Component:</u> <i>Prevention and Service Providers</i></p> <p>Services in place: Life-skills Training - several agencies offer budget counseling, stress reduction and coping skills, and parenting skills.</p> <p>Services planned:</p> <p>How homeless persons access/receive assistance: referral and public notices/seminars</p>
<p><u>Component:</u> <i>Outreach/Intake/Assessment/Advocacy</i></p> <p>Services in place: AmeriCorps - members work as case managers in area agencies and organizations to identify homeless persons and encourage same to participate in available programs. Members also</p>

offer advocacy services to persons participating in available continuum programs and work with homeless persons/families to build necessary self-sufficiency skills and locate permanent (supportive if needed) housing. *(AmeriCorps)*

Services planned:

How homeless persons access/receive assistance: Usually homeless persons are introduced to AmeriCorps members when seeking assistance from one of the area's prevention resources or when accessing emergency shelter services. However, in some cases, members have approached persons on the street to offer services.

Component *Emergency Shelter*

Services in place: Capacity is presently available to serve 54 homeless men, 18 homeless women (with children) who are victims of domestic violence situations, 5 single homeless women or women with children, 7 children and 5 runaway teens. *(TIMES Center/The Salvation Army & A Woman's Place)*

Services planned: new construction project to replace Crisis Nursery will expand emergency child care capacity to 16 beds

How homeless persons access/receive assistance: referral and word-of-mouth

Component: *Transitional Housing*

Services in place: Transitional housing program services are available in group-home settings for up to 32 single women or women and children as well as 18 beds for women and children who are victims of domestic violence circumstances, 5 persons with HIV/AIDS issues, 8 households with children in single-family units, 20 single men in shared-living circumstances, 20 single men sharing 10 bedrooms, and 11 single men recovering from substance issues in a group-home setting. *(Center for Women in Transition/A Woman's Place, Champaign House, Salvation Army Services Inc./City of Urbana, The Salvation Army, TIMES Center and Men's SAFE House)*

Services planned: Rehabilitation of a facility is currently underway to provide transitional housing programming in a group home setting for 11 single women recovering from substance issues.

How homeless persons access/receive assistance: walk-in and referral by other service providers

Component: *Permanent Supportive Housing*

Services in place: Rental Assistance and Case Management - services for persons (and their families/care givers) with targeted disabilities (ten 1-bedroom and five two-bedroom units). *(City of Urbana/HACC with MHC, PrairieCenter, DSC, & GCAP)*

Services planned: Funding has been granted for rental assistance to persons with designated disabilities for an additional twelve 1-bedroom units and six two-bedroom units to become effective July 2000.

How homeless persons access/receive assistance: Eligible participants are chosen from persons participating in rehabilitative programs provided by the sponsoring service agencies.

Component: *Permanent Supportive Housing*

Services in place: Apartments and Group Home Settings - housing available for 15 individuals suffering from chronic mental health issues; 3 6-bedroom group homes, 2 8-bedroom group homes, 18 apartment units, and 25-30 scattered-site units for individuals with developmental disabilities. *(Mental Health Center & Developmental Services Center)*

Services planned:

How homeless persons access/receive assistance: referral by other service providers

Component: Permanent Housing

Services in place: Single-Room-Occupancy facility for 25 individuals; tenant-based rent assistance for up to 35 households; 15 units for individuals with chronic mental health issues; three 6-bedroom group homes/two 8-bedroom group homes (70 beds), 18 apartment units, and 25 scattered-site units for individuals with development disabilities; first-time homebuyer program offering downpayment assistance and closing costs; new construction of housing affordable to low-income households, and two single-family houses renovated and made available for Section 8 recipients. *(Homestead Corp., City of Urbana, Mental Health Center, DSC, and HOME Consortium in cooperation with ICFI and Urban League)*

Services planned:

How homeless persons access/receive assistance: public information, referral, word-of-mouth

Component: Permanent Housing

Services in place: As of September 30, 1999, there were 914 Section 8 certificates and vouchers available in Champaign county. *(Housing Authority of Champaign County)*

Services planned:

How homeless persons access/receive assistance: referral and walk-in

Component: Permanent Housing

Services in place: New Construction of Affordable Single-Family Housing - Community-based Housing Development Organizations and non-profit housing developers have constructed 29 single-family housing units. *(Habit for Humanity, Illinois Center for Citizen Involvement, Urbana School District 116)*

Services planned: Additional lots are slated for donation by HOME Consortium members to CHDOs for new construction of affordable housing.

How homeless persons access/receive assistance: referral and walk-in

Component: Permanent Housing

Services in place: First-Time Homebuyer Assistance - 96 households have received financial assistance for downpayment and closing costs. *(HOME Consortium members)*

Services planned: The City of Urbana will initiate an additional AssistUrbana (first-time homebuyer assistance) in July 2000.

How homeless persons access/receive assistance: referral and walk-in

Component: Permanent Housing

Services in place: Housing Rehabilitation - single-family and multi-family housing units have been renovated, bringing the units up to city

code and alleviating health and safety hazards thus insuring the region's housing stock remains affordable and available to low-income households. *(Cities of Urbana and Champaign, Champaign County Regional Planning Commission, Urban League of Champaign County)*

Services planned: programs ongoing

How homeless persons access/receive assistance: referral and walk-in

d. Facilitation of Movement of Homeless Persons From One Component to Another, And How Components Are Linked

The AmeriCorps/CHART program has been instrumental in facilitating the movement of participants through the Continuum. As mentioned previously, AmeriCorps/CHART members are situated in most area service provider agencies. Acting as case managers, they link with necessary services and seek appropriate housing situations for clients. Additionally, the Urbana-Champaign Continuum region is fortunate in that service providers cooperate closely and maintain a strong supportive system. Area providers usually are members of the same planning councils and case management support systems, and interact on a regular basis referring clients to other programs as needed.

e. How Each Subpopulation Is Reached

Subpopulations	Outreach in Place	Outreach Planned
Veterans	AmeriCorps/CHART	Undecided
Seriously Mentally Ill	AmeriCorps/CHART	Undecided
Substance Abuse	AmeriCorps/CHART	Undecided
HIV/AIDS	AmeriCorps/CHART	Undecided
Domestic Violence	AmeriCorps/CHART	Undecided
Youth	AmeriCorps/CHART	Undecided
Other	AmeriCorps/CHART	Undecided

4. Gaps and Priorities

a. Continuum of Care: Gaps Analysis Chart

NOTE: Total includes all individuals and persons in families with children who were unsheltered, sheltered, or living in permanent housing exclusively for homeless people. (Urbana City Council, May 2000)

		Estimated Need	Current Inventory	Unmet Need/Gap	Relative Priority
--	--	----------------	-------------------	----------------	-------------------

Individuals

Beds/Units	Emergency Shelter	85	85	0	M
	Transitional Housing	132	96	36	H
	Permanent Housing	67	50	17	M
	Total	284	231	53	H
Estimated Supportive Services Slots	Job Training	284	Adequate	---	L
	Case Management	284	to meet	---	L
	Substance Abuse Treatment	65	need	---	L
	Mental Health Care	31	Adequate	---	L
	Housing Placement	284	to meet	---	L
	Life Skills Training	284	need	---	L
	Other	---	---	---	---
Estimated Sub-populations	Chronic Substance Abusers	65	57	8	M
	Seriously Mentally Ill	31	45	(14)	L
	Dually-Diagnosed	26	0	26	M
	Veterans	39	0	39	M
	Persons with HIV/AIDD	43	7	36	M
	Victims of Domestic Violence	213	18	195	H
	Youth	7	5	2	M
	Other	---	---	---	---

		Estimated Need	Current Inventory	Unmet Need/Gap	Relative Priority
--	--	----------------	-------------------	----------------	-------------------

Persons in Families with Children

Beds/Units	Emergency Shelter	9	9	0	M
	Transitional Housing	108	82	26	H
	Permanent Housing	57	40	17	H
	Total	174	131	43	H
Estimated Supportive Services	Job Training	44	Adequate	---	L
	Case Management	174	to meet	---	L
	Substance Abuse Treatment	40	need	---	L

Slots	Mental Health Care	19	Adequate	---	L
	Housing Placement	174	to meet	---	L
	Life Skills Training	174	need	---	L
	Other	---	---	---	---
Estimated Sub-populations	Chronic Substance Abusers	40	2	38	M
	Seriously Mentally Ill	19	3	16	M
	Dually-Diagnosed	16	0	16	M
	Veterans	2	0	2	M
	Persons with HIV/AIDD	26	0	26	M
	Victims of Domestic Violence	130	18	112	M
	Youth	0	0	0	M
	Other	---	---	---	---

b. Data Sources and Methods Used to Complete Gaps Analysis Chart

Data Source	Method	Data of Data Collection	Street Count (/ box)	Shelter Count (/ box)
Survey of Homeless Persons in Urbana-Champaign, April 1998	See below	April 17-30, 1998	/	/

Methodology

A count of persons who were homeless or near-homeless was conducted by surveying those who were seeking housing or emergency services, and those persons residing in emergency shelters and transitional programs. On the survey document, initials and birthdays were requested rather than full names or social security numbers in order to preserve the privacy of individuals while also ensuring that persons would not be counted twice if they were surveyed multiple times. Participants provided the number of persons constituting their households, and were asked to identify their current

living situation from a list of statements. The survey did not attempt to count homeless persons found in public places such as libraries, public areas where homeless persons often make temporary shelter, or the Department of Corrections or County prison systems. However, surveys were conducted at area motels by a group of nursing students from the University of Illinois.

Copies of the survey document were distributed to social service providers, including agencies that offer shelter, food, clothing, crisis daycare, case management and residential services, and referral and linkage services in Champaign County, along with a letter of instruction for staff. Instructions were specific: (1) the dates the survey was to be conducted were emphasized; (2) the need "to complete the survey for each person who contacts you about a housing, shelter, or emergency need" was stressed; (3) a preference that the survey be completed by an interviewer was expressed; and (4) the definitions of "household unit" and "single person" were included as well to determine consistency. In the majority of agencies, participants were identified for the survey when they requested housing or emergency needs either in person or over the telephone. Agencies reported that very few persons refused to participate in the survey.

After the completed surveys were collected, an initial review excluded those documents containing questions which had not been fully answered, or from which vital information (initials and birthdates) was missing. The data from the remaining surveys was entered into a spreadsheet and a data base system. Using both of these formats, the data was sorted for duplicate documents using the respondents' initials and birthdates. Any surveys which could not be

documented as unduplicated were discarded and not counted. For example, if a questionnaire had been answered by an individual with the initials B.O.A. and having a birthday of 7/--/47 as well as a questionnaire answered by an individual with the initials B.O. or B.A. and having a birthday of 7/20/--, both surveys were discarded. Tabulated data was then formatted into a chart to allow for easier interpretation of the information.

c. Community's Process and Rationale for Completing the Relative Priority Column in the Gaps Analysis Chart

In establishing relative priorities for Table 1A Homeless and Special Needs Population during formulation of the Consolidated Plans for Program Years 2000-2004, guidance was obtained from publications and meetings with HUD regional staff. It was defined that "High" priority should be given to activities which local governments (entitlement grants) would be funding directly, "Medium" priority to activities which might be supported directly but would certainly receive the support of local governments for other funding requests, and "Low" priority to activities which would not be supported. This same method has been adopted by the Continuum of Care. Therefore, "High" priority activities will seek local funding first, and "Medium" priority activities will seek other funding sources before applying to local governments. While "Low" priority activities do not generally seek local government support, some area non-profit organizations apply for CDBG Public Service monies to fund eligible individual program activities. However, the final determination of priorities for the above Gaps Analysis were determined by the Urbana City Council during the approval process of the City of Urbana and Urbana HOME

Consortium Consolidated Plan for Program Years 2000-2004.

d. Continuum of Care: Project Priorities Chart

Applicant	Project Sponsor/Project Name	Numeric Priority	Requested Project Amount	Program				
				SHP new	SHP renew	S+C new	S+C renew	SRO new
City of Urbana	Homeless Families in Transition	1			X			

e. How Project Will Fill a Gap in CoC System

The *Survey of Homeless Persons, April 1998*, reported a total of 36 homeless families with 134 persons (sheltered and unsheltered) and 74 near-homeless families with 267 persons. At any given time, the existing transitional housing programs are functioning at full capacity, with a waiting list in evidence. The sponsoring agencies who comprise the project proposed for renewal in this application have been the primary suppliers of transitional housing in this community. While there have been reported successes in placing homeless families into permanent housing situations, there remains a need to continue the programming.

f. Relationship Between Project Priorities and Relative Priorities in Gaps Analysis Chart

The renewal of Homeless Families in Transition is the only project being submitted under the Supportive Housing Program Homeless Assistance NOFA 2000 by the Urbana-Champaign Continuum of Care.

g. Project Priority Selection Process

<p>Criteria for Prioritizing Grant Applications as Established by the Continuum of Care Committee</p>

10/28/99

1. How does proposed program compare to Needs Assessment?
2. How does proposed program fit into or enhance the existing Continuum? Does it fill a gap?
3. Is the proposed program a continuation of an on-going activity or is it a one-time allocation request? Is the proposed program an efficient use of dollars? Does it leverage other monies or services?
4. How does the agency make use of its cooperative efforts: Are other agencies involved? Is the program a duplication of effort?
5. Is a technical submission required? Does the applying agency have the capacity to fulfil the obligations associated with the proposed project?
6. Is the application complete? Does it meet the established criteria outlined in the NOFA/RFP/application packet?

Score 1 to 5 points for each of the above questions
Average points for rating/Rank for priority

5. Supplemental Resources

a. Continuum of Care: Project Leveraging Chart

Project Priority Number	Name of Project	Type of Contribution	Source or Provider	Value of Written Commitment
1	Homeless Families in Transition	mental health assessment	Provena Behavioral Health at Mental Health Center	\$2,700
		educational assessment services	Urbana Adult Education	\$1,440
		resource assessment, information & referral, emergency assistance, and mental health counseling	Family Service of Champaign County	\$37,000
		income maintenance benefits	Cunningham Township	\$43,200

		clothing, household furnishings, life skills workshops, employment counseling, and spiritual support as requested by clients	The Salvation Army	\$185,000
		real estate located at 506,508, & 510 N. Prospect Ave. Champaign, IL	The Salvation Army	\$142,000
		cash	The Salvation Army	\$25,620
		administrative services and supplies	City of Urbana	\$19,200
		cash	Center for Women in Transition	\$300,000
		real estate located at 506 & 508 E. Church St., Champaign, IL	Center for Women in Transition	\$300,000
		6000 hours of outreach, advocacy and volunteer staffing	Center for Women in Transition	\$60,000
		real estate located at 1304 E. Main St., Urbana, IL	A Woman's Fund, Inc.	\$398,845
		cash	A Woman's Place/A Woman's Fund, Inc.	\$250,000

b. How Homeless Programs Are Coordinated And Integrated With Mainstream Programs

All agencies and organizations participating in the CoC are members of either or both the *Council of Service Providers to the Homeless* and/or the *Human Service Council of Champaign County*; both of these organizations offer myriad networking opportunities. Additionally, *AmeriCorps* members serve as case managers at service provider agencies and act as advocates in linking participants with mainstream programs. Four years ago case managers from area social service provider agencies began to meet monthly to share the ideas and concerns stemming from their caseloads (without identifying particular individuals, of course). These meetings also provide workshops to improve skills and disseminate new information. All meetings of these organizations allocate time for program announcements and

encourage new service agencies and agencies with new services to present this information. These networking opportunities have established a cohesive interaction among area case managers with information-sharing and service-referrals flowing freely amidst Continuum members and mainstream service providers.

c. Other Mainstream Resources Used to Fill Gaps in CoC System

Mainstream Resources	Use of Resource in CoC System	CoC Component(s)
CDBG	Capital Improvement Projects and Public Services funding will assist in the new construction of Crisis Nursery (emergency child care), fund operations at The Stepping Stone Shelter, contribute to new construction costs associated with TIMES Center, fund acquisition of property to be made available for new construction of affordable housing, as well as provide operational and supportive service expenses for a transitional housing program for five families.	Prevention Emergency Shelter Transitional Housing Permanent Housing
HOME	Program and CHDO monies will fund new construction of affordable housing, renovation of property for rent to low-income households and renovation of owner-occupied housing, a	Permanent Housing

	purchase/rehab program returning units to housing stock for purchase by low-income households, first-time homebuyers programs offering downpayment and closing costs assistance, and tenant-based rent assistance for persons completing area transitional housing programs.	
Section 8	1000+ certificates/vouchers provide rental assistance to low-income households.	Permanent Housing
Public Housing	Nine public housing complexes are located in Champaign County	Permanent Housing
Other Federal	Under the Supportive Housing Program, funding contributed to renovation and new construction of three transitional housing programs, and provides ongoing operational and supportive services at these same facilities. Shelter Plus Care funding provides rental assistance to persons with targeted disabilities.	Transitional Housing Permanent Supportive Housing
State	Emergency Food & Shelter Grant monies contribute to operating expenses of area shelters and transitional housing shelters.	Emergency Shelters Transitional Housing
City/County/Township	City of Urbana, Champaign County, and Cunningham Township general funds	Prevention Emergency Shelter Transitional Housing Permanent Supportive

	contribute to affordable housing programs and to operating expenses of area social service providers.	Housing Permanent Housing
Private	All area service providers seek funding from private sources as contributions to ongoing operations of programs.	Prevention Intake/Assessment Emergency Shelter Transitional Housing Permanent Supportive Housing Permanent Housing
Foundations	N/A	---
Other	N/A	---

6. Empowerment Zones and Enterprise Communities

Not Applicable

Exhibit 2:

Supportive Housing Program (SHP)

Section A. Project Narrative

1. Project Summary

In 1995, the City of Urbana received funding under the Supportive Housing Program for acquisition, new construction, and rehabilitation to provide transitional housing facilities for homeless families with children; funding for supportive services and operations was also included in the grant.

Through Homeless Families in Transition, the *City of Urbana* coordinated with three other non-profit agencies to:

?? **establish a transitional shelter for domestic violence;**

With construction of a new facility, *A Woman's Place* doubled its emergency space to 16 beds/2 cribs, and under this program began a transitional housing program making available 16 beds/2 cribs.

?? **establish a congregate transitional shelter for homeless women and children; and**

The *Center for Women in Transition* renovated a 4-bedroom house, allowing the agency to double its capacity; all but five beds in two houses were converted to transitional housing expanding the program to 32 beds.

?? **expand an existing scattered site transitional housing program for families.**

Salvation Army Services, Inc. rehabilitated two one-bedroom shared apartments and two single-family residences; under the previous renewal grant the apartments were exchanged for another three-bedroom single family residence; 9 bedrooms (in three houses) provide housing for up to 18 family members.

Even with the expanded services provided under the original grant, all three agencies have continued to operate at full capacity. The April 1998 AmeriCorps' survey of homeless persons reported sixteen families with sixty-four

persons residing in transitional housing programs. However, this survey also revealed 10 families (14 adults/21 children) still in unsheltered situations and 8 families (10 adults/20 children) living in shelters. During the first four years of operation, Homeless Families in Transition reported 131 families moved from the transitional program to permanent housing. As these persons moved on to self-sufficiency, vacancies were quickly filled by other families. If renewed, this project would continue to be administered by the *City of Urbana* in cooperation with *A Woman's Place (AWP)*, the *Center for Women in Transition (CWIT)*, and *Salvation Army Services, Inc. (SAS)* which is the secular organization associated with The Salvation Army.

2. Homeless Population To Be Served

a. Characteristics And Needs For Housing And Supportive Services

Most of the participating households in Homeless Families in Transition are single-parent (generally female head of household) families. This is not unexpected given two of the agencies serve only women, and *Salvation Army Services Inc.* has just three single-family units to accommodate two-parent households interested in the program. Combining data submitted in the Annual Performance Reports for the four years of program operation to create the typical or essential characteristics of an individual in the group of persons served, reveals the following information.

- ?? The average participant is most likely to be a homeless female in her early twenties with one child and pregnant with the second, or already having two children with the children between the ages of one and five years. But she could just as easily be a homeless female in her mid- to late-twenties with two or three children ranging in age from six to twelve.
- ?? More of the children are male than female.
- ?? The program applicant is more likely to refer herself to the program rather than through the services of a case manager or social service provider.
- ?? The composite participant is Black of Non-Hispanic origin.

- ?? The most common reason given for being homeless is that they went to stay with family members after losing their housing due to crisis, and now the family will not allow them to stay any longer. Since they have no place else to go, so they present themselves to an emergency shelter.
- ?? Of the primary disabilities listed, the most common recorded is chronic alcohol or other drug abuse.
- ?? The first composite participant enters the program with no income, but following very closely is the participant entering with an income between \$251-500. (Those with income most often receive AFDC/Food Stamps and/or SSI benefits.)
- ?? The average participant remains in the program for more than three months but less than a year.
- ?? The most common reason given for leaving without obtaining permanent housing is either voluntary departure or failure to comply with supportive service requirements. And the destination of a participant leaving the program without obtaining permanent housing is mostly unknown.
- ?? While a fair number of participants leaving the program for permanent housing move into unsubsidized rental units, the composite participant will leave for either public housing/Section 8 or some other form of subsidized housing.
- ?? The participant who remains in the program for 13-18 months is most likely to leave the program for unsubsidized housing.

Individual needs of participants in Homeless Families in Transition vary but include assistance with jobs, mental health counseling, child care, education, substance abuse counseling, savings, and transportation. A fair number of these families initially lost their housing due to overdue power bills (with discontinuance of service), emergency medical expenses which went unpaid, family illness which prevented the head of household from working, and/or rent amounts which exceeded their ability to pay (cost-burdened), therefore they have incurred a heavy debt load which must be reduced before they may obtain housing in their own name. Budget counseling, money management, and credit counseling are immediate supportive service priorities.

b. From Where They Come

All residents of *A Woman's Place* are victims of domestic violence and most are brought to the facility by the police

following intervention by law-enforcement officers. In the case of AWP, persons are admitted to emergency shelter and then move into transitional housing to gain the necessary skills and confidence to establish a self-sufficient lifestyle.

Both *Center for Women in Transition* and *Salvation Army Services, Inc.* solicit applications for available transitional housing spaces and interview potential participants. Families are chosen from this pool based primarily on how well they would fit into the particular program and to what extent the program could benefit the family. Local social service providers also refer families to all three agencies; word-of-mouth brings many referrals as well.

In general, CWIT receives most of its transitional housing residents from unsheltered situations. Having no housing of their own, these women try to stay in overcrowded situations with family members or friends. Invariably this short-term solution becomes volatile and these households are told to find other lodging. After exhausting the good intentions of their friends and family, CWIT becomes their refuge-at-hand and offers assistance in regaining a self-sufficient lifestyle.

The Salvation Army is involved at many levels in serving homeless and near-homeless individuals and families. A social service office is located at its thrift store, and many homeless persons and families first become aware of available programs and services when they request food and shelter. The case manager onsite is linked with the SAS transitional housing project and is aware of vacancies; referrals are generated immediately.

c. Outreach Plan

AmeriCorps members act as client advocates/case managers, and provide valuable outreach efforts for the transitional housing programs. Staff from all three sponsoring agencies are active in community-based networking organizations and the local Continuum of Care system. This last provides many opportunities to become familiar with distressed families in need of assistance.

Section B. Experience Narrative

1. Specific type and length of experience of all organizations

City of Urbana

The *City of Urbana* has created, operated, and administered numerous housing programs for over 25 years. During this time the City has been actively involved in rehabilitation of private housing, renovation of privately-owned rental housing, management of transitional housing for homeless families, and new construction of housing for sale to low-income households.

The *City of Urbana* has received Community Development Block Grant funds from the U. S. Department of Housing and Urban Development since 1975, before which the City participated in the Section 312 Housing Rehabilitation Program. Since 1975 the *City of Urbana* has spent more than \$9 million in CDBG funds, primarily for renovation of private owner-occupied housing. However, the City has also spent several million dollars for public/social service programs over this time, with approximately \$260,000 allocated for FY 2000-2001 with assistance to homeless persons as one of the

three designated priorities for CDBG funding this year. During this current fiscal year (FY 1999-2000), \$121,400 is being contributed for operational expenses to such programs as the TIMES Center, Champaign House (transitional housing for persons with HIV/AIDS), A Woman's Place, Center for Women in Transition, Crisis Nursery, Men's SAFE House, and The Stepping Stone Shelter.

In 1990 the *City of Urbana* was awarded \$194,244 in McKinney Act Supportive Housing Demonstration Program funds from the U. S. Department of Housing and Urban Development (Project No. IL06T90-1382). The City utilized these funds to purchase and renovate three single-family residences for use as transitional housing shelters for homeless families. In 1993 the City expanded its program to five units with the donation of two additional properties on a leasehold basis by Carle Foundation (medical center). City Staff administers the program, provides case management, and coordinates supportive services for resident families.

In 1993 the *City of Urbana* was granted \$987,210 in Supportive Housing Program funds (IL06B94-0182) assisting in construction of a new domestic violence shelter to include a transitional housing component, renovation of an existing property for a transitional shelter, and renovation of an existing apartment and two single-family houses for scattered site transitional housing. Funding for operations and supportive services was included for a period of three years. This program grant was renewed for \$619,550 in 1997 (IL06B97-0301). If this grant is renewed under this application, the City will administer the same program for another three years.

A Woman's Place

A Woman's Place (AWP) opened the first domestic violence

shelter in the country for battered women and their children, and for 15 years operated an emergency facility on West Green Street in Urbana. In 1996 they celebrated their 25th Anniversary by moving into a new facility which doubled bed capacity. *A Woman's Place* shelters, counsels and advocates for women who are homeless because they have to flee abusive and dangerous situations. AWP is well-versed in the provision of services to this population, but also receives support and technical assistance from the Illinois Coalition Against Domestic Violence.

A Woman's Place has developed positive working relationships with other agencies that provide services to victims of domestic violence, and networks to improve the delivery of services to the women and children who come to its programs. They currently have signed linkage agreements with, among others, Crisis Nursery, the Center for Women in Transition, The Salvation Army, Family Service of Champaign County, Champaign County Mental Health Center, and Frances Nelson Health Center. There exists an especially close working relationship with other agencies funded by United Way of Champaign County and the Champaign County Mental Health Board.

The Center for Women in Transition

The *Center for Women in Transition* (CWIT) was established in June 1985, under the umbrella of the Christian Social Action Forum, Inc., a group of concerned and determined citizens, churches and social service providers. The shelter began in a rented house staffed by volunteers with a capacity to serve nine persons. The agency has since blossomed into a professional, dedicated and progressive organization whose original ideas have not diminished but have been seasoned by fifteen years of service to homeless women. With the purchase

of its own facility in January 1988 and the renovation of a second donated facility in 1995, the agency now houses more than 30 women and children each night and provides supportive services to approximately 300 women and children each year. Two hundred additional homeless persons benefit from its outreach services every year.

Salvation Army Services Inc./ The Salvation Army

Salvation Army Services Inc./The Salvation Army (SAS) has been feeding, clothing, and housing the homeless in this nation for over a century. *The Salvation Army of Champaign County* opened an emergency shelter for men in its corps building in early 1940. In 1947 this shelter space was dedicated for a time to returning World War II veterans who stayed in the shelter while attending college at the University of Illinois. When the shelter returned to its original purpose, it served approximately 12 men at a time for the next three decades. After a fire destroyed The Salvation Army building in 1985, the agency developed plans for a new facility elsewhere while operating a temporary shelter for ten men. Following a large capital campaign, a new building was purchased and renovated. On November 7, 1988, the Salvation Army Stepping Stone Homeless Shelter opened to homeless families. In 1995 transitional services were started for single men and then begun for families under funding from the initial Supportive Housing Program grant.

2. **Project Structure Construction/Renovation Experience**

Not Applicable

3. **HUD McKinney Grants**

Supportive Housing Demonstration Program, IL06T90-1382/IL06T90-1382-01

\$194,244 - 1990; \$50,833 - 1995; funds fully expended

Supportive Housing Program, IL06B94-0182/IL06B97-0301
 \$987,210 - 1994 (\$975,638 expended); \$619,550 - 1997
 (\$253,032 expended to date)

Supportive Housing Program, IL06C96-0301
 \$404,940 - 1996 (\$85,330 expended to date)

Supportive Housing Program, IL01C903-001
 \$546,840 - 1999; beginning July 1, 2000

4. Delays In Implementing Grants

Not Applicable

5. Unresolved HUD Findings, Or Outstanding Audit Findings

None

6. For Renewal Projects Only

a. Granted Extensions

None

b. Operating At Less Than Capacity

Not Applicable

Section C. Project Information

Project Name: Homeless Families in Transition	Project Priority No. (from project priority chart in Exhibit 1): 1
Project Address (street, city, state, & zip): a. 1304 East Main Street, Urbana, IL 61802 b. 508 & 510 East Church Street, Champaign, IL 61820 c. 506, 508 & 510 North Prospect Avenue, Champaign, IL 61820	
Project Sponsor's Name: City of Urbana	Project Congressional District(s): 15th
Sponsor's Address (street, city, state, & zip): 400 South Vine Street Urbana, IL 61801	Project 6-digit Geographic Code: 171218 & 177122
Authorized Representative of Project Sponsor (name, title, phone number, & fax): Tod Satterthwaite, Mayor, City of Urbana, (217)384-2456/(217)384-2426	

Section D. Program Component/Types

- ☒ Transitional Housing
- ☒ Permanent Housing for Persons with Disabilities
- ☒ Supportive Services Only
- ☒ Safe Havens
- ☒ Innovative Supportive Housing
- ☒ Renewal (skip to Section F.)

Section E. Existing Facilities and/or Activities Serving Homeless Persons

Not Applicable

Section F. Number of Beds, Participants, and Supportive Services

Chart 1: Beds and Participants

Beds	Current Level (if applicable)	New Effort or Change in Effort	Projected Level (col.1 + col.2)	No. Project To Be Served Over the Grant Term
Number of Bedrooms	23	N/A	23	
Number of Beds	59*	N/A	59*	
*approximate; varies with need				
Participants	Current Level (if applicable)	New Effort or Change in Effort	Projected Level (col.1 + col.2)	No. Project To Be Served Over the Grant Term
Number of families with children	15*	N/A	15*	30+
Of persons in families with children				
a. number of disabled	1.5**	N/A	1.5**	3
b. number of other adults	3***	N/A	3***	6
c. number of children	63***	N/A	63***	126
Of single individuals not in families	5*	N/A	5*	15
a. number of disabled	.5**	N/A	.5**	1.5
b. number of other adults	3*	N/A	3*	3+

*current capacity **based on Consolidated Plan FY2000-2004 estimates ***served in Program Yr. 4

Chart 2: Supportive Services

Supportive Services	SHP Dollars Requested	Estimated No. of Persons	Estimated No. of
---------------------	-----------------------	--------------------------	------------------

	(up to 3 years)	Served (point in time)	Persons Served (up to 3 years)
Outreach	0		
Case Management	\$70,000		
Life Skills (outside of case management)	0		
Alcohol and Drug Abuse Treatment	0		
Mental Health Treatment	0		
AIDS-Related Treatment	0		
Other Health Care	0		
Education	0		
Employment Assistance	0		
Child Care	0		
Transportation	0		
Follow-up (transitional housing programs only)	0		
Other: AmeriCorps	\$8,100		
Other: Support Staff	\$200,000		
Total SHP Dollars Requested	\$278,100	54*	162*

*includes estimated number of adults and children (15 households/15 available units)

Section G. Operating Budget

Operating Expense	SHP Dollars Requested (up to 3 years)
1. Maintenance, Repair	\$ 27,063
2. Staff (salary, fringe benefits, etc.)	214,021
3. Utilities	43,801
4. Equipment (lease/buy)	1,000
5. Supplies	2,000
6. Insurance	10,000
7. Furnishing	0
8. Relocation	0
9. Food	7,500

10. Other: Postage	1,000
11. Other: Advertising	0
12. Other: Dues/Memberships/Subscriptions	563
13. Other: Professional Services	5,000
Total	\$311,948

Section H. Homeless Veterans

- Are veterans the primary target population of your proposed project?
 Yes No
- Are veterans among the homeless subpopulation(s) your project will specifically target and intends to serve?
 Yes No

Section I. AmeriCorps

- Please check here if you have an agreement with an AmeriCorps program sponsor under which AmeriCorps members will be paid with SHP funds included under the supportive services or operations line items in section J.

Section J. Budget

Project Budget

Indicate grant term (circle one) 1 2 3 year(s)

Proposed Activities	SHP Request	Applicant Cash	Total Budget
1. Acquisition	0		
2. Rehabilitation	0		
3. New Construction	0		
4. Subtotal (lines 1-3)	0		
5. Real Property Leasing (up to 3 years)	0		
6. Supportive Services (up to 3 years)	278,100	485,079	763,179
7. Operations (up to 3 years)	311,948	573,748	885,696
8. SHP Request (subtotal lines 4-7)	590,048		
9. Administrative Costs (up to 5% of line 8)	29,502		

10. Total SHP Request (total lines 8 and 9)	619,550	
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Section K. Additional Information

1. Which of the following subpopulations will your project serve? (check all that apply)
 - Severely Mentally Ill
 - Chronic Substance Abusers
 - Dually Diagnosed
 - Victims of Domestic Violence
 - Youth
 - Women with Children

2. Will the proposed project be located in a rural area? (A project is considered to be in a rural area when the project will be primarily operated either (1) in an area outside of a Metropolitan Area, or (2) in an area outside of the urbanized areas within a Metropolitan Area.)
 - Yes
 - No

3. Is the sponsor of the project a religious organization, or a religiously affiliated or motivated organization? (Note: This characterization of religious is broader than the standards used for defining a religious organization as "primarily religious" for purposes of applying HUD's church/state limitations. For example, while the YMCA is often not considered "primarily religiously" under applicable church/state rules, it would likely be classified as a religiously motivated entity.)
 - Yes
 - No

4. Will the proposed project be located in, or make use of, surplus military buildings or properties which are located on a military base that is covered by the provisions of the Base Closure Community Redevelopment and Homeless Assistance Act of 1994?
 - Yes
 - No

5. Is this project tiered on the Project Priority Chart? (Note: Tiering is where the first year of funding of a project is placed toward the top of the Project Priorities Chart, and the second and third year of funding are placed lower on the priority list.)

Yes

No