

Before Starting the Project Application

HUD strongly encourages ALL project applicants to review the following information BEFORE beginning the application.

Things to Remember:

- Download and review the detailed instructions along with other resources available online at www.hudhre.info/esnaps to help successfully complete the application.
- Program policy questions and problems related to completing the application in e-snaps may be directed to HUD through the HUD HRE Virtual Help Desk, which is accessible online at www.hudhre.info/helpdesk.
- Project applicants are required to have a Data Universal Numbering System (DUNS) number and an active registration in the Central Contractor Registration (CCR) in order to apply for funding under the Continuum of Care (CoC) competition. For more information see the FY2012 CoC NOFA.
- To ensure that applications are considered for funding, all sections of the FY2012 CoC NOFA and the FY2012 General Section NOFA should be read carefully, and all requirements and criteria met.
- Before completing the project application, all project applicants must complete or update (as applicable) the applicant profile in e-snaps.
- HUD reserves the right to reduce or reject any new or renewal project that fails to adhere to the CoC program and application requirements set forth in the FY2012 NOFA.

1A. Application Type

Instructions:

1. Type of Submission: This field is populated and cannot be changed.
2. Type of Application: This field is populated with the type of project application opened and cannot be changed.
3. Date Received: No action needed. This field is populated with the date on which the application is submitted. The date populated cannot be edited.
4. Applicant Identifier: Leave this field blank.
- 5a. Federal Entity Identifier: Leave this field blank.
- 5b. Federal Award Identifier: (required) Leave this field blank for all new funding applications.
6. Date Received by State: Leave this field blank.
7. State Application Identifier: Leave this field blank.

Additional Resources:

Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>

1. Type of Submission:

2. Type of Application: New Project Application

If Revision, select appropriate letter(s):

If "Other", specify:

3. Date Received: 12/18/2012

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:
(e.g., expiring grant number)

6. Date Received by State:

7. State Application Identifier:

1B. Legal Applicant

Instructions:

8. Applicant: The following fields are populated from the Applicant Profile and must reflect the information from the applicant organization that can legally request homeless assistance funding from HUD.

a. Legal Name: This field is populated from the Applicant Profile. It is important that the organization has registered with the Central Contractor Registry. Information on registering with CCR may be obtained online at - <http://esnaps.hudhre.info>

b. Employer/Taxpayer Number (EIN/TIN): This field is populated from the Applicant Profile.

c. Organizational DUNS: This field is populated from the Applicant Profile. The number will include 9 digits. If the legal applicant organization is not in the US or is not legally organized, enter 444444444. Information on obtaining a DUNS number may be obtained online at - <http://www.dnb.com>

d. Address: This field is populated from the Applicant Profile.

e. Organizational Unit: If applicable, this field is populated from the Applicant Profile.

f. Name and contact information of person to be contacted on matters involving this applicant: This field is populated from the Applicant Profile and from the alternate point of contact for the applicant organization information. This person may or may not be the authorized representative.

Additional Resources:
Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>

8. Applicant

a. Legal Name: Homeward Bound of Asheville, Inc.

b. Employer/Taxpayer Identification Number (EIN/TIN): 56-1568917

	c. Organizational DUNS:	929009306	PL US 4	
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d. Address

Street 1: 19 N. Ann Street

Street 2:

City: Asheville

County: Buncombe

State: North Carolina

Country: United States

Zip / Postal Code: 28801

e. Organizational Unit (optional)

Department Name:

Division Name:

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

Prefix: Mr.

First Name: Brian

Middle Name: Kelly

Last Name: Alexander

Suffix:

Title: Executive Director

Organizational Affiliation: Homeward Bound of Asheville, Inc.

Telephone Number: (828) 258-1695

Extension: 256

Fax Number: (828) 253-5747

Email: brian@hbofa.org

1C. Application Details

Instructions:

9. Type of Applicant: (required) This field is populated from the Applicant Profile. Applicants cannot modify the populated data on this form. However, applicants may modify the Applicant Profile to correct any errors identified.

10. Name Of Federal Agency: This field is populated with the Department of Housing and Urban Development. The field cannot be edited.

11. Catalog Of Federal Domestic Assistance (CFDA) Title/Number: This field is populated with the CFDA title and number.

12. Funding Opportunity Number/Title: This field is populated with the funding opportunity number and title of the opportunity under which assistance is requested, as found in this year's Federal Register announcement.

13. Competition Identification Number/Title: Leave this field blank.

Additional Resources:

Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>

9. Type of Applicant: M. Nonprofit with 501(c)(3) IRS Status (Other than Institution of Higher Education)

If "Other" please specify:

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

11. Catalog of Federal Domestic Assistance Title: CoC Program

CFDA Number: 14.267

12. Funding Opportunity Number: FR-5600-N-41

Title: Continuum of Care Homeless Assistance Competition

13. Competition Identification Number:

Title:

1D. Congressional District(s)

Instructions:

14. Areas Affected By Project: (required) Select the State(s) in which the proposed project will operate and serve homeless persons. The state(s) selected will determine the list of geographic areas and congressional districts displayed elsewhere in this application.

15. Descriptive Title of Applicant's Project: This field is populated with the name from the Project form when the project application was initiated. Return to the Project form to make changes to the name.

16. Congressional District(s):

a. Applicant: This field is populated from the Applicant Profile. Applicants cannot modify the populated data on this form. However, applicants may modify the Applicant Profile to correct any errors identified.

b. Project: (required) Select the congressional district(s) in which the project operates. For new projects, select the district(s) in which the project is expected to operate.

17. Proposed Project Start and End Dates: (required) Indicate the operating start and end date for the project. For new project applications, indicate the estimated operating start and end date of the project.

18. Estimated Funding: Leave these fields blank.

Additional Resources:

Application Detailed Instructions (on left menu)

<http://esnaps.hudhre.info>

14. Area(s) affected by the project (State(s) only): North Carolina
(for multiple selections hold CTRL key)

15. Descriptive Title of Applicant's Project: Pathways to Permanent Housing 5

16. Congressional District(s):

a. Applicant: NC-011, NC-010

b. Project: NC-011, NC-010

(for multiple selections hold CTRL key)

17. Proposed Project

a. Start Date: 08/01/2013

b. End Date: 07/31/2014

18. Estimated Funding (\$)

- a. Federal:**
- b. Applicant:**
- c. State:**
- d. Local:**
- e. Other:**
- f. Program Income:**
- g. Total:**

1E. Compliance

Instructions:

19. Is Application Subject to Review By State Executive Order 12372 Process?: (required) Select the appropriate dropdown option that applies to the Applicant applying for homeless assistance funding. Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.

Click the following link to access the lists of those states that have chosen to participate in the intergovernmental review process: http://www.whitehouse.gov/omb/grants_spoc

If "YES" is selected enter the date this application was made available to the State for review.

20. Is the Applicant Delinquent on any Federal Debt?: (required) Select the appropriate dropdown option that applies to the Applicant applying for homeless assistance funding. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans, and taxes.

If "YES" is selected include an explanation in the space provided on this screen.

Additional Resources:
Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>

19. Is the Application Subject to Review By State Executive Order 12372 Process? b. Program is subject to E.O. 12372 but has not been selected by the State for review.
If "YES", enter the date this application was made available to the State for review:

20. Is the Applicant delinquent on any Federal debt? No
If "YES," provide an explanation:

1F. Declaration

Instructions:

I Agree: (required) Select the checkbox next to 'I Agree' to (1) certify to the statements contained in the list of certifications**, (2) certify that the statements herein are true, complete, and accurate to the best of my knowledge, (3) certify that the required assurances** are provided, and (4) agree to comply with any resulting terms if I accept an award. Any false, fictitious, or fraudulent statements or claims may subject the authorized representative and the applicant organization to criminal, civil, or administrative penalties .(U.S. Code, Title 218, Section 1001)

**The list of certifications and assurances are contained in the CoC NOFA and in the e-snaps Applicant Profile.

21. Authorized Representative: The authorized representative's information is populated on this form from the Applicant Profile. A copy of the governing body's authorization for this person to sign this application as the official representative must be on file in the applicant's office.

Additional Resources:
Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>

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

I AGREE:

21. Authorized Representative

Prefix: Mr.

First Name: Brian

Middle Name:

Last Name: Alexander

Suffix:

Title: Executive Director

Telephone Number: (828) 258-1695
(Format: 123-456-7890)

Fax Number: (828) 253-5747
(Format: 123-456-7890)

Email: brian@hbofa.org

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

Date Signed: 12/18/2012

2A. Project Subrecipients

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

Total Expected Sub-Awards:

Organization	Type	Sub-Award Amount
This list contains no items		

2B. Experience of Applicant, Subrecipient(s), and Other Partners

Instructions:

The specific narratives that must be provided will vary based on the project type.

1. – 3. Knowledge and Experience: (required) Describe why the applicant, subrecipients, and partner organizations (e.g., developers, key contractors, subcontractors, service providers) are the appropriate entities to receive funding. Provide concrete examples that illustrate their experience and expertise in the following: 1) working with and addressing the target population's identified housing and supportive services needs; 2) developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation; 3) identifying and securing matching funds from a variety of sources; and 4) managing basic organization operations including financial accounting systems.

4. Are there any unresolved monitoring or audit findings for any HUD McKinney-Vento Act Grants (including ESG) operated by the applicant or subrecipient(s): (required) Select Yes or No to indicate whether or not the subrecipient has open OIG audit findings; poor or non-compliance with applicable Civil Rights Laws and/or Executive Orders; or open McKinney-Vento related monitoring findings. The question is related to those projects for which the subrecipient organization is either a direct recipient or a subrecipient.

Additional Resources:

Application Detailed Instructions (on left menu)

<http://esnaps.hudhre.info>

<http://www.hudhre.info/coc/>

1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations.

Homeward Bound (HB) has a long, successful track record in the Asheville community working with homeless individuals and families. Beginning in December 1986 with the opening of the Calvary Shelter at Calvary Presbyterian Church, HB has committed itself to helping the homeless, offering low-demand, service-driven programs to build relationships with individuals in order to create lasting change in their lives. Formerly Hospitality House of Asheville, the agency changed its name in November 2006 to reflect its change in direction and commitment to permanent housing as the solution to homelessness and the Asheville-Buncombe County 10-Year Plan to End Homelessness.

Since the mid-1990s, HB has operated the A HOPE Day Center, the front door for homeless individuals in the community. Providing for basic needs such as food, day shelter, telephones, storage space, and a mailing address, A HOPE also creates a safe, structured environment for clients to work with case managers on supportive services and referrals. A HOPE Case Managers help clients access mental health, substance abuse, and medical treatment, navigate the often complex social service network, procure public benefits, and access permanent housing. In fall 2006, HB created the Pathways to Permanent Housing (PPH) program, a supportive housing program dedicated to helping homeless persons to locate, procure, and maintain permanent housing. PPH Case Managers help households once they move into their own homes, and offer regular, intensive case management, assisting them with any need or issues to make sure that they can become independent in their own housing. Since 2006, HB has placed 454 homeless individuals (77% of which met the definition of chronic homelessness) and has maintained a housing retention rate of 89%.

Both the A HOPE and Pathways to Permanent Housing programs have Federal Departments of Housing and Urban Development and Health and Human Services grants that help HB operate these programs.

2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local, and private sector funds.

Homeward Bound has successfully leveraged other Federal, State, local government and private sector funds for its projects. Currently, Homeward Bound operates fifteen government grants and cooperative agreements, including those from the Federal Departments of Housing and Urban Development and Health and Human Services, the State of North Carolina, Buncombe County, and the City of Asheville. The agency has administered public sector money for almost 20 years with no significant findings or deficiencies. 75% of HB's operating budget comes from public sector funding.

HB has also made significant strides in increasing local private investment in its work. Over the last three years, the agency has decreased its reliance on public funding, moving from 88% down to 75% of its annual operating budget. Since 2009, the agency has increased its private donations from individuals, faith communities, businesses, and private foundations by 44%, decreasing its dependence on public funds.

3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system.

Homeward Bound has an Executive Director who leads a five person senior staff. The senior staff includes the Assistant Director (in charge of agency operations and grants administration), the Supportive Housing Director (with 20+ years experience working in homeless services), the Director of Advancement (overseeing the agency's development activities), and the Director of Community Engagement (coordinating the communications of the agency, including volunteers and in-kind donations). Each of the agency's five program areas have directors that oversee daily operations of the programs, meeting the needs of the front-line staff, coordinating service tracking, and ensuring each meet requirements and outcomes of grants. The Executive Director works externally to coordinate HB's activities with the larger goals of the community's 10-Year Plan to End Homelessness, serving as the Chair of the Homeless Coalition, the group of service providers who address issues that affect the population we serve. He also serves as a member of the Homeless Initiative Advisory Committee, the group that oversees the operation of the community's 10-Year Plan to End Homelessness.

The Executive Director works closely with the Assistant Director and bookkeeper on the administration of all grants - Federal, State, local and private. Through years of experience administering public money, the agency has a streamlined system of coordination to ensure that grants are used appropriately, funds spent on eligible activities within the specified time periods, and that reports and documentation clearly demonstrate appropriate usage. The agency has an up-to-date accounting policy and procedures manual that defines employee roles, segregation of duties, and oversight to minimize risk of fraud. The agency also has a Finance Committee, a sub-committee of the Board of Directors, that meets monthly and provides on-going oversight of the agency's detailed finances and serves as the audit committee for HB's annual financial audit. The agency consistently receives a clean audit with no significant findings.

4a. Are there any unresolved monitoring or audit findings for any HUD grants (including ESG) operated by the applicant or potential subrecipients (if any)? No

If Yes, click "Save" to explain findings.

4b. Describe the unresolved monitoring or audit findings.

N/A

3A. Project Detail

Instructions:

Complete all fields on this form, as appropriate. Please ensure that the information provided is both accurate and complete in light of the implementation of the HEARTH Act and the interim CoC program regulations, effective August 30, 2012. The selections made on this form will determine the remaining forms that must be completed with this application.

1a. CoC Number and Name: (required) Select the appropriate Continuum of Care (CoC) number and name. The CoC Name is defined by geography and is independent of the legal name of the authorized CoC collaborative applicant.

1b. CoC Applicant Name: (required) Select the appropriate authorized CoC collaborative applicant. The CoC applicant name corresponds with the CoC collaborative applicant with which the project applicant is choosing to submit their application. This collaborative applicant will receive the application and determine whether to include it with the CoC application submission to HUD. In the extremely rare instance that two different CoC collaborative applicants are applying under the same CoC number, the project applicant must select the appropriate CoC collaborative applicant name from the available options. It is incumbent upon the project applicant to correctly identify the appropriate CoC collaborative applicant name. Project applicants who are unsure of which CoC collaborative applicant name to select should contact their preferred CoC collaborative applicant.

2. Project Name: This field is populated with the FY2012 project name from the Project form used to create the project in e-snaps. Return to the Project form to make changes to the name.

3. Project Status: This field is populated with the option "Standard" and should only be changed to "Appeal" for projects that are appealing a CoC's decision to reject the application. All other projects should leave the field with the option "Standard." If "Appeal" is selected, an additional Appeal form will become visible toward the end of the application and additional attachments will be required on the attachments form.

4. Component Type: (required) Select the component that appropriately identifies the project.

5. Energy star: (required) Select Yes or No to indicate whether or not energy star is being (or will be) used at one or more of the properties that will receive assistance using the requested funds.

6. Title V: (required) Select Yes or No to indicate whether or not one or more of the project properties has been conveyed under Title V.

Additional Resources:
Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>
<http://www.hudhre.info/coc/>

1a. CoC Number and Name: NC-501 - Asheville/Buncombe County CoC

1b. CoC Applicant Name: City of Asheville

2. Project Name: Pathways to Permanent Housing 5

3. Project Status Standard

4. Component Type: PH

5. Is Energy Star used at one or more of the proposed properties? No

6. Does this project use one or more properties that have been conveyed through the Title V process? No

3B. Project Description

Instructions:

Complete all fields on this form, as appropriate.

ALL PROJECTS

1. Provide a description that addresses the entire scope of the proposed project: (required) A project description should be complete and concise. It must address the entire scope of the project, including a clear picture of the community/target population(s) to be served, the plan for addressing the identified needs/issues of the CoC community/target population(s), projected outcome(s), and any coordination with other source(s)/partner(s). In cases where the proposed project is expanding an existing facility or non-HMIS service, document, when applicable, how the requested funds will supplement existing services and resources or increase participants served. The narrative is expected to describe the project at full operational capacity. The description should be consistent with and make reference to other parts of this application. Applicants are encouraged to review the detailed instructions available on the left menu, as well as applicable program regulations and desk guides available online at <http://esnaps.hudhre.info>.

SSO projects that will establish a centralized or coordinated assessment system for the CoC must state explicitly that the project is for Coordinated Assessment, describe how that system will cover the CoC's entire geographic area, be made easily accessible to individuals and families seeking housing or services, be well advertised, and include a comprehensive and standardized assessment tool. Project applicants should provide a description of the coordinated process from the moment that a potential participant presents for homeless assistance, through intake, assessment, and, when necessary, placement into services through a coordinated referral. For more information on centralized or coordinated assessment, please refer to § 578.7 of the CoC Program interim rule and pages 11, 20, 21, and 58 of the NOFA.

2. Describe the estimated schedule for the proposed activities, the management plan, and the method for assuring effective and timely completion of all work: (required) This narrative must demonstrate how full capacity will be achieved over the term requested in this application.

PH, TH, AND SSO PROJECTS ONLY

3. If applicable, describe the proposed development activities and the responsibilities that the applicant and potential subrecipients (if any) will have in developing, operating, and maintaining the property: Required only for projects that depend upon the full or partial construction or rehabilitation of property for the operation of the proposed activities.

4. Do you plan on serving youth under category 3 of the homeless definition, "unaccompanied youth and families with children who are defined as homeless under other federal statutes and who do not otherwise qualify as homeless under this definition"? (required) To become eligible for serving youth under category 3, CoCs must first request and receive HUD approval. The CoC must then list the projects that will serve this population on the CoC applicant. The selection to this question must match the CoC application. Please confirm with your CoC before selecting "Yes."

TH PROJECTS ONLY

5. Maximum number of months participants are allowed to be housed at the project sites(s): (required) Use the text box provided to enter any number of months less than or equal to 24. Only numbers will be accepted.

PH PROJECTS ONLY

5. Will the project provide RRH? (required) The CoC program regulations describe two eligible types of PH, RRH and PSH. Select Yes if you plan on providing RRH, and NO if you plan on providing PSH. Applicants that select Yes will only be able to select short-term/medium-term rental assistance as a housing option. Applicants that select No will only be able to select long-term rental assistance, leased units, or leased structures as a housing option.

PH AND TH PROJECTS ONLY

6a. If applicable, indicate the type of rental assistance: (required) If applying for rental assistance, select either PRA, for project based, SRA, for sponsor based, or TRA, for tenant based. This field will populate the rental assistance budget forms. Applicants not applying for rental assistance should select N/A. Legacy S+C-SRO component projects should select PRA.

6b. Indicate the maximum length of rental assistance: (for rental assistance projects only) If applying for rental assistance, select either Up to 3 months; Up to 12 months; Up to 18 months; Up to 24 months; or, Unlimited assistance. TH projects may not select the option, Unlimited assistance.

6c. Describe the method for determining the type, amount, and duration of rental assistance that participants can receive: (for rental assistance projects only) Provide a narrative description of the method used to determine the assistance described in 6a and 6b.

PH PROJECTS ONLY

7a. Will participants be required to live in a particular structure, unit, or locality, at some point during the period of participation? (required) PH projects may require clients to live in a particular structure for the first year and in a defined geographical area for the entire term of stay in the program, even TRA.

7b. If yes, explain how and why the project will implement this requirement: (required) Provide a narrative description of the reason the applicant has chosen to enforce this requirement for participants.

8. More than 16 persons living in one structure: (required) Select Yes or No to indicate if more than 16 persons reside (or will reside) in any one of the structures assisted with funds requested through this application. If there are more than 16 people, then an explanation is required as to how local market conditions necessitate this size, and how neighborhood integration can be achieved for the residents. For more information on the 16-person limit, see Section 424(c) of the McKinney-Vento Act.

Additional Resources:

Application Detailed Instructions (on left menu)

<http://esnaps.hudhre.info>

<http://www.hudhre.info/coc/>

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

The challenge and need for the Pathways to Permanent Housing 5 (PPH5) project arises from the disconnect between the traditional model of service provision and the needs of the chronically homeless. The traditional model provides a sequence of interventions, ranging from street outreach to permanent housing. Homeless individuals move along this model as they demonstrate readiness for the next stage. This works for many homeless persons. However, the traditional model fails to help those with a pattern of chronic homelessness. These individuals cannot demonstrate the consistent behaviors needed to progress. They remain homeless, living outdoors. They often bounce from the emergency room to jail to the streets or emergency shelter. They either become homeless over and over again or remain homeless for years, unable to gain footing because of the severity of their issues.

The Housing First model of housing is well-researched and proven to be a successful model of housing the chronically homeless. In this model, housing does not depend upon one's "readiness," as with the traditional model. The supportive housing team provides non-threatening and consumer-driven supportive services that enable the person to become and remain housed and to experience improved life conditions. HB's supportive housing staff will screen each individual to gain an understanding of his/her particular issues, determining their reasons for homelessness, assessing their disabling conditions, finding out whether the person works or has other income sources, and deciding with the client the best housing match.

HB's Pathways to Permanent Housing 5 project will provide tenant-based leasing assistance to chronically homeless individuals who need services specifically designed to meet their needs as described above. Supportive housing case managers will determine eligibility through an intake process that gathers information such as demographics, housing and homelessness history, disabling conditions, income and others (information that will be put into HMIS with client release). After case managers determine eligibility, Pathways to Permanent Housing case managers will work with clients to find a suitable, affordable unit. Upon placement, staff will work with the client to develop a person-centered case management plan, addressing the issues that might hinder said clients from remaining in housing long-term (e.g. addiction issues, mental health treatment, income procurement, etc.). Case managers will do regular home visits with clients and make plans based on the person-centered plan. HB will pay monthly rent (and utilities if applicable) directly to the landlord. Clients will pay their portion of the rent, at the agreed upon time each month, directly to HB.

2. Describe the estimated schedule for the proposed activities, the management plan, and the method for assuring effective and timely completion of all work.

Upon award from HUD, Homeward Bound will contact local service providers in Buncombe County about funding and scope of work. The agency will educate its staff as well as local providers on the eligibility requirements for the grant (including income limits, disabling conditions, chronic status, etc.) and how to make appropriate referrals to the project. Within 1 month of the contract signature, HB will begin moving clients into permanent housing.

HB will work closely with Homeless Initiative Advisory Committee and Homeless Coalition to identify eligible clients for the project. The agency will use these referrals along with client's agency history and point-in-time information to create an initial client engagement list.

3. If applicable, describe the proposed development activities and the responsibilities that the applicant and potential subrecipients (if any) will have in developing, operating, and maintaining the property.

N/A

4. Do you plan on serving youth under category 3 of the HUD homeless definition, "unaccompanied youth and families with children who are defined as homeless under other federal statutes and who do not otherwise qualify as homeless under this definition"? No
Your CoC must request and receive HUD approval before project applicants can serve youth under category 3.

5. Will the project provide RRH? No

6a. If applicable, indicate the type of rental assistance: N/A

7a. Will participants be required to live in a particular structure, unit, or locality, at some point during the period of participation? No

Click 'Save' to update form

8a. Will more than 16 persons live in one structure? No

If yes, click on the 'Save' button below to enter additional information.

3C. Project Expansion Information

Instructions:

Complete all fields on this form to indicate whether or not the proposed project expands an existing project scope, and describe the expanding activities.

1. Will the project use an existing housing facility or incorporate activities provided by an existing project? (required) Select Yes or No to indicate whether or not the proposed project establishes new services for an existing project, increases the capacity of HMIS activities, or increases the number of people served by funding additional units at a new site(s) or at an existing site(s) not currently within the scope of the existing project. If Yes, select all of the applicable expansion activities and provide a description for each.

One or more of the following four(4) activities may constitute an expansion project, and once selected, each will include the following targeted questions:

Increase the number of homeless persons served
- Fill in each cell listing the "Current" # of persons served at a point in time, # of units and beds available, at full capacity before the implementation of the expansion. Then, fill in a chart listing the "New" # of persons served at a point in time, # of units and beds available, assuming full capacity after the potential implementation of the expansion.

Provide additional supportive services to homeless persons
- Select from the available items in the first menu and click "Add" or "Add All" to move them to the second menu. To cancel selection of one or more items added to the second menu, click on the appropriate selection(s) and then click "Remove" or "Remove All."
- Use the text box below to describe the reason for the supportive service increase indicated in the second menu screen above.

Bring existing facilities up to state or local government health and safety standards
- Use the text box provided to describe how the project is proposing to "bring the existing facility(ies) up to state/local government health and safety standards." Please reference the applicable standard.

Replace the loss of nonrenewable funding
- a) Use the text box provided to describe the source of non-renewable funding.
- b) Use the text box provided to describe why the funds are non-renewable.
- c) Select the date from the date field corresponding to the date when the non-renewable funds will expire
- d) Use the text box provided to describe what steps were taken to obtain other funding sources.
- e) Use the text box provided to describe why CoC program funds are necessary to continue operating the project.

Additional Resources:
Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>
<http://www.hudhre.info/coc/>

1. Will the project use an existing homeless facility or incorporate activities provided by an existing project? No

Click the "Save" button to identify and describe all expanding activities.

4A. Supportive Services for Participants

Instructions:

The information entered into the form fields below should record the capacity of the project to efficiently provide supportive services to program participants. Please ensure that the information provided is both accurate and complete in light of the implementation of the HEARTH Act and the new Continuum of Care Regulations.

1. Are the proposed project policies and practices consistent with the laws related to providing education services to individuals and families: (required) Select Yes, No, or N/A to indicate whether the project policies provide for educational and related services to individuals and families experiencing homelessness, and if the policies are consistent with local and federal educational laws, including the McKinney-Vento Act. Only projects that do not serve families or unaccompanied youth should select N/A.

2. Does the proposed project have a designated staff person to ensure that children are enrolled in school and receive educational services, as appropriate: (required) Select Yes, No, or N/A to indicate whether the project has a designated staff person responsible for ensuring that children are enrolled in school and connected to the appropriate services within the community, including early childhood education programs such as Head Start, Part C of the Individuals with Disabilities Education Act, and McKinney-Vento education services. Only projects that do not serve families or unaccompanied youth should select N/A.

3. Describe the reason(s) for non-compliance with educational laws, and the corrective action to be taken prior to grant agreement execution: Answer with a text response if 'No' has been selected for either question 1 or 2.

4. Describe how participants will be assisted to obtain and remain in permanent housing: (required) Describe the supportive services that will be provided to help project participants locate and stabilize in permanent housing, access mainstream resources, and/or obtain employment.

5. Describe specifically how participants will be assisted both to increase their employment and/or income and to maximize their ability to live independently: (required) Describe the supportive services that will be provided to help project participants locate employment and access mainstream resources for independent living.

6. Specify the frequency of supportive services to be provided to project participants: (required) - select the frequency (daily, weekly, bi-weekly, monthly, bi-monthly, quarterly, does not apply) of each basic supportive service provided to participants. Basic supportive services include: assistance with moving costs, case management, child care, education services, employment assistance and job training, food, housing search and counseling services legal services, life skills training, mental health services, outpatient health services, outreach services, substance abuse treatment services, transportation, and utility deposit.

7. How accessible are basic community amenities (e.g., medical facilities, grocery store, recreation facilities, schools, etc.) to the project? (required) Select the level of accessibility of basic community amenities for project participants. Basic community amenities should be within reach of participants via walking, public transportation, driving, or transportation provided by the project. Select "Yes, very accessible" if there are no transportation barriers and amenities are easily within reach of all participants, "Somewhat accessible," if there are minor transportation barriers and "within reach" requires effort for participants, and select "Not accessible" if significant barriers prevent reasonable access to community amenities.

Additional resources:
Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>
<http://www.hudhre.info/coc/>

1. Are the proposed project policies and practices consistent with the laws related to providing education services to individuals and families? Not Applicable

2. Does the proposed project have a designated staff person to ensure that the children are enrolled in school and receive educational services, as appropriate? Not Applicable

4. Describe how participants will be assisted to obtain and remain in permanent housing.

The Pathways to Permanent Housing 5 project follows the Housing First model of housing, which is well-researched and proven to be the most successful model of housing chronically homeless persons. In this model, housing does not depend upon one's "readiness," as with the continuum model. The Pathways to Permanent Housing staff will screen each individual, gaining an understanding of individual issues, determining their reasons for entering homelessness, assessing their disabilities, and verifying income to help decide the best possible housing match. Upon placement into permanent housing, case managers will provide regular, in-home intensive case management, focusing on the things that will help clients remain in housing. These things include: how to be a good neighbor, who not to invite into your apartment, access to mental health, substance abuse, and physical health treatment, domestic violence counseling, etc.

5. Describe specifically how participants will be assisted both to increase their employment and/or income and to maximize their ability to live independently.

Upon entry in the PPH5 project, case managers will assist housing clients to develop case management plans that address their particular needs, with income and independent living as key components. Without these two important elements, chronically homeless individuals will find it difficult to maintain permanent housing independently. HB will use the requested funds for leasing assistance and case management services, expecting to pay all or most rent and utility costs for clients. Case managers will help clients determine, as part of their plans, options for sustainability. If the plans call for employment, case managers will support clients in the interview process, helping them fill out applications, transporting them to interviews, and assisting them in researching and obtaining necessary training and other services to aid in getting and maintaining employment. Others clients may need to obtain public benefits such as Social Security Disability. HB has years of experience helping clients procure these benefits, using the most successful methods available. Each HB staff member receives SOAR training through the North Carolina Coalition to End Homelessness. Once clients obtain steady income, case managers will help clients to learn to budget their money and teach them how to take care of their own bills in preparation for the time without HB's continued financial assistance.

Every day, HB housing case managers assist clients in supportive housing units live independently. This support comes in a variety of forms. It may mean assisting them with budgeting their income for the month. However, it also comes in smaller ways as well. Coming from years of living on the streets or in shelter, many chronically homeless persons have forgotten what it means to live indoors. They need encouragement to clean their apartments regularly; sometimes staff subtly remind them by bringing a broom or cleaning supplies to their homes. Others have lived minimally on scraps of food they have found in dumpsters or have not needed to cook because soup kitchens have provided their meals. They need to learn to cook or find meals for themselves. Case managers will take them to the Department of Social Services, assist them in applying for food stamps and then help them shop for nutritious food. If cooking is difficult for a client, case managers may suggest microwave or easy cooking methods that allow clients to meet their needs in simpler ways. Most importantly, clients that have not had their own places for many years need help feeling safe inside. In order to help clients, staff regularly check on them, giving simple encouragement and support. Sometimes this means telling clients that it is okay to camp outside when they get scared. When they return to their apartments, clients have a new sense of home, understanding that they made it through a difficult time.

6. Specify the frequency of supportive services to be provided to project participants.

Supportive Services	Select frequency
Assistance with moving cost	Does not apply
Case Management	Weekly
Child care	Does not apply
Education services	Does not apply
Employment assistance and job training	Weekly
Food	Weekly
Housing search and counseling services	Weekly

Legal services
Life skills training
Mental health services
Outpatient health services
Outreach services
Substance abuse treatment services
Transportation
Utility deposits

Does not apply
Weekly
Does not apply

7. How accessible are basic community amenities (e.g., medical facilities, grocery store, recreation facilities, schools, etc.) to the project? Yes, very accessible

4B. Housing Type and Location

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

Total Units: 2

Total Beds: 2

Total CH Beds: 2

Housing Type	Units	Beds	CH Beds
Scattered-site apartments (...)	2	2	2

4B. Housing Type and Location Detail

Instructions:

1. Housing Type: (required) Select the proposed Housing Type from the dropdown menu. Refer to the detailed instructions document for a definition of each Housing Type.

2. Indicate the maximum number of units, beds, and chronically homeless (CH) beds (if applicable) available for project participants at the selected housing site.

a. Units: (required) Enter or update the maximum number of units available for housing project participants at the selected Housing Type.

b. Beds: (required) Enter or update the maximum number of beds available for housing project participants at the selected Housing Type.

c. CH Beds: (required) Enter or update the number of beds designated and targeted to chronically homeless available for housing project participants at the selected Housing Type. The CH Beds field accounts for a subset of the number reported in the Beds field and should therefore be smaller than or equal to the number reported in the Beds field. The entry for Beds includes CH beds - CH Beds does not represent a separate group of beds.

3. Address: (required) Enter the physical address for this proposed project. For Scattered-site and Single family home housing, or for projects that have units at multiple locations, programs should enter the address where the majority of beds are located or where most beds are located as of the application submission. If the project uses tenant based rental assistance, or if the address for scattered-site or single family homes housing cannot be identified at the time of application, enter the address for the program administration office.

4. Select the geographic area(s) associated with the address: (required) Indicate the geographic location(s) of the selected Housing Type.

Additional resources:

Application Detailed Instructions (on left menu)

<http://esnaps.hudhre.info>

<http://www.hudhre.info/coc/>

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

Click 'Save' to update form

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

a. Units: 2

b. Beds: 2

c. CH Beds: 2

3. Address:

Street 1: Unknown

Street 2:

City: Asheville

State: North Carolina

ZIP Code: 28801

4. Select the geographic area(s) associated with the address. For new projects, select the area(s) expected to be covered. (for multiple selections hold CTRL key) 379021 Buncombe County

5A. Project Participants - Households

Instructions:

In each white field list the number of households or persons served at maximum program capacity. The numbers here are intended to reflect a single point in time at maximum occupancy and not the number served over the course of a year or grant term. Dark grey cells are not applicable and light grey cells will be totaled automatically.

Households: This column is automatically populated with Total Number of Households. Please note that these categories have changed as of the implementation of HEARTH and the new CoC regulations. This is the first time total households have been subdivided into the following columns.

Households with at least One Adult and One Child: Enter the total number of households with at least one adult and one child. To fall under this column and household type, there must be at least one person at or above the age of 18, and at least one person under the age of 18.

Adult Households without Children: Enter the total number of adult households without children. To fall under this column and household type, there must be at least one person at or above the age of 18, and no persons under the age of 18.

Households with Only Children: Enter the total number of households with only children. To fall under this column and household type, there may not be any persons at or above the age of 18, and only persons under the age of 18

Characteristics: This column is automatically populated with standard reporting categories determined by HUD. Please note that these categories have changed as of the implementation of HEARTH and the new CoC regulations. Most significantly, a new age range of 18 to 24 has been included to capture the expanded HUD definition of Youth as persons under the age of 25.

Persons in Households with at least One Adult and One Child: Enter the number of persons in households with at least one adult and on child for each demographic row. To fall under this column and household type, there must be at least one person at or above the age of 18, and at least one person under the age of 18.

Adult Persons in Households without Children: Enter the number of persons in households without children for each demographic row. To fall under this column and household type, there must be at least one person at or above the age of 18, and no persons under the age of 18.

Persons in Households with Only Children: Enter the number of persons in households with only children for each demographic row. To fall under this column and household type, there may not be any persons at or above the age of 18, and only persons under the age of 18

Totals: All total field will calculate automatically when at least one household field and one persons field is entered and saved.

Additional resources:

Application Detailed Instructions (on left menu)

<http://esnaps.hudhre.info>

<http://www.hudhre.info/coc/>

Households	Households with at Least One Adult and One Child	Adult Households without Children	Households with Only Children	Total
Total Number of Households	0	2	0	2

Characteristics	Persons in Households with at Least One Adult and One Child	Adult Persons in Households without Children	Persons in Households with Only Children	Total
Disabled Adults over age 24	0	2		2
Non-disabled Adults over age 24	0	0		0
Disabled Adults ages 18-24	0	0		0
Non-disabled Adults ages 18-24	0	0		0
Accompanied Disabled Children under age 18	0		0	0
Accompanied Non-disabled Children under age 18	0		0	0
Unaccompanied Disabled Children under age 18			0	0
Unaccompanied Non-disabled Children under age 18			0	0
Total Number of Adults over age 24	0	2		2
Total Number of Adults ages 18-24	0	0		0
Total Number of Children under age 18	0		0	0
Total Persons	0	2	0	2

Click Save to automatically calculate totals

5B. Project Participants - Subpopulations

Instructions:

In each white field list the number of persons served at maximum program capacity. The numbers here are intended to reflect a single point in time at maximum capacity and not the number served over the course of a year or grant term. Dark grey cells are not applicable and light grey cells will be totaled automatically.

Complete each of the following three charts according to their respective household types. For each household type included on the previous form, 5A, applicants must fill in at least one cell on the corresponding chart on for form 5B.

The first chart should include only persons in households with at least one adult and one child. To be listed on this chart, a person must be part of a household with at least one person at or above the age of 18, and at least one person under the age of 18.

The second chart should include only persons in adult households without children. To be listed on this chart, a person must be part of a household with at least one person at or above the age of 18, and no persons under the age of 18.

The third chart should include only persons in households with only children. To be listed on this chart, a person must be part of a household with no persons at or above the age of 18, and only persons under the age of 18.

Characteristics: This column is automatically populated with standard reporting categories determined by HUD. Please note that these categories have changed as of the implementation of HEARTH and the new CoC regulations. Most significantly, a new age range of 18 to 24 has been included to capture the expanded HUD definition of Youth as persons under the age of 25.

Chronically Homeless Non-Veterans: Enter the total number of persons who meet the HUD definition of chronically homeless but who are not veterans.

Chronically Homeless Veterans: Enter the total number of persons who meet the HUD definition of chronically homeless and who are veterans

Non-Chronically Homeless Veterans: Enter the total number of persons who are veterans but who do not meet the HUD definition of chronically homeless.

Chronic Substance Abuse: Enter the total number of persons who meet the definition for chronic substance abuse.

Persons with HIV/AIDS: Enter the total number of persons with HIV/AIDS

Severely Mentally Ill: Enter the total number of persons who meet the definition of severely mentally ill.

Victims of Domestic Violence: Enter the total number of persons who are victims of domestic violence.

Total Persons: Total fields will calculate automatically when the form is saved.

Additional resources:

Application Detailed Instructions (on left menu)

<http://esnaps.hudhre.info>

<http://www.hudhre.info/coc/>

Persons in Households with at Least One Adult and One Child

Characteristics	Chronically Homeless Non-Veterans	Chronically Homeless Veterans	Non-Chronically Homeless Veterans	Chronic Substance Abuse	Persons with HIV/AIDS	Severely Mentally Ill	Victims of Domestic Violence
Disabled Adults over age 24							
Non-disabled Adults over age 24							
Disabled Adults ages 18-24							
Non-disabled Adults ages 18-24							
Disabled Children under age 18							
Non-disabled Children under age 18							
Total Persons	0	0	0	0	0	0	0

Persons in Households without Children

Characteristics	Chronically Homeless Non-Veterans	Chronically Homeless Veterans	Non-Chronically Homeless Veterans	Chronic Substance Abuse	Persons with HIV/AIDS	Severely Mentally Ill	Victims of Domestic Violence
Disabled Adults over age 24	2	0	0	1	0	2	0
Non-disabled Adults over age 24	0	0	0	0	0	0	0
Disabled Adults ages 18-24	0	0	0	0	0	0	0
Non-disabled Adults ages 18-24	0	0	0	0	0	0	0
Total Persons	2	0	0	1	0	2	0

Persons in Households with Only Children

Characteristics	Chronically Homeless Non-Veterans	Chronically Homeless Veterans	Non-Chronically Homeless Veterans	Chronic Substance Abuse	Persons with HIV/AIDS	Severely Mentally Ill	Victims of Domestic Violence
Accompanied Disabled Children under age 18							
Accompanied Non-disabled Children under age 18							
Unaccompanied Disabled Children under age 18							
Unaccompanied Non-disabled Children under age 18							
Total Persons	0			0	0	0	0

Click Save to automatically calculate totals.

5C. Outreach for Participants

Instructions:

Complete all fields on this form, as appropriate. Please ensure that the information provided is both accurate and complete in light of the implementation of the HEARTH Act and the new Continuum of Care Regulations.

1. Enter the percentage of homeless person(s) who will be served by the proposed project for each of the following locations: (required) Enter a percentage (between 0% and 100%) in each field corresponding to the following places that your clients will be coming from:

- Directly from the street or other locations not meant for human habitation
- Directly from emergency shelters
- Directly from safe havens
- From transitional housing and previously resided in a place not meant for human habitation or emergency shelters, or safe havens
- Persons at imminent risk of losing their night time residence
- Homeless persons as defined under other federal statutes
- Persons fleeing domestic violence

Total of above percentages: The percentages entered will automatically sum when all required fields are entered and saved. A warning message will appear if the total is greater than 100%.

2. If the total is less than 100%, identify the other location(s) and how the persons meet HUD's definition of homeless: (required only if total less than 100%) Indicate all other places from which homeless persons enter the project in the text box provided.

3. Describe the outreach plan to bring these homeless participants into the project: (required) Describe how the applicant/subrecipient plans to bring homeless persons into the project. Also describe the contingency plan that the applicant/subrecipient will implement if the project experiences difficulty in meeting the Bonus requirements to serve exclusively homeless and disabled individuals and families. The contingency plan may include re-evaluating the intake assessment procedures or outreach plan.

Additional resources:
 Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>
<http://www.hudhre.info/coc/>

1. Enter the percentage of homeless person(s) who will be served by the proposed project for each of the following locations.

50%	Directly from the street or other locations not meant for human habitation.
50%	Directly from emergency shelters.
0%	Directly from safe havens.
0%	From transitional housing and previously resided in a place not meant for human habitation or emergency shelters, or safe havens.
0%	Persons at imminent risk of losing their night time residence.
0%	Homeless persons as defined under other federal statutes.
0%	Persons fleeing domestic violence.
100%	Total of above percentages

2. If the total is less than 100 percent, identify the other location(s) and how the persons meet HUD's definition of homeless and/or homeless under other federal statutes.

N/A

3. Describe the outreach plan to bring these homeless participants into the project.

Most clients begin their journey through homelessness at the A HOPE Day Center located at 19 N. Ann Street in Asheville, NC. The day center provides a starting point for further services such as emergency shelter, street outreach, referrals to necessary medical, mental health, and substance abuse services, and ultimately placement into permanent housing.

A HOPE Case Managers have already identified potential clients who have lived on the streets or emergency shelters for years or those that have regularly cycled through multiple periods of homelessness. Many clients learn about the A HOPE Center through Homeward Bound's PATH program, which targets individuals living in places not meant for human habitation. The connection PATH staff makes with these clients helps them assess their specific needs and gives them a means of building trusting relationships that may encourage clients to seek assistance on longer term, more complicated issues. A HOPE and PATH staff will identify and collaborate with supportive housing staff to house these chronically homeless individuals in the Pathways to Permanent Housing 5 project.

Homeward Bound also collaborates with multiple agencies within the Asheville/Buncombe County region to provide necessary services within the A HOPE building for homeless people. These agencies include: RHA Behavioral Health, ResCare Behavioral Health, Pisgah Legal Services, Western Carolina AIDS Project, the Veteran's Administration, Buncombe County Department of Social Services, MANNA Food Bank, All Soul's Counseling, and others. HB depends on these agencies as well to provide informed referrals from chronically homeless clients who may not pass through A HOPE or have visits from PATH staff. For the past six years, these agencies and others in the surrounding community have been making referrals from chronically homeless clients into HB's supportive housing program.

6A. Standard Performance Measures

Instructions:

For each applicable question on this form, the Applicant must establish performance measurement goals for this project. Applicants are required to set at least one housing stability and one income-related performance measure on which the recipient will report performance in the Annual Performance Report (APR).

1. Housing Measures: (required for PH component types)

Persons remaining in permanent housing as of the end of the operating year or exiting to permanent housing (subsidized or unsubsidized) during the operating year: Count every participant who is still living in your units supported by your facility, or clients who have exited your units and moved into another permanent housing situation

1. Housing Measures: (required for TH component types)

Persons exiting to permanent housing (subsidized or unsubsidized) during the operating year: Count every participant who has exited your units and moved into another permanent housing situation

1. Housing Measures: (required for SSO component types)

(If Street Outreach)

a. Persons placed into housing (ES, TH, SH, or PH) as a result of the street outreach program during the operating year: Count every participant who has moved into any shelter or housing situation.

(If non-Street Outreach but with a housing related goal)

a. Persons exiting to permanent housing (subsidized or unsubsidized) during the operating year: Count every participant who has moved into another permanent housing situation.

2. Income Measure: (required to choose one for PH component types)

a. Persons age 18 and older who maintained or increased their total income (from all sources) as of the end of the operating year or program exit: Not applicable for youth below the age of 18. Total income can include all sources, public and private.

b. Persons age 18 through 61 who maintained or increased their earned income as of the end of the operating year or program exit: Not applicable for youth below the age of 18. Earned income should only include income from wages and private investments, and not public benefits.

2. Income Measure: (required to choose one for TH component types)

a. Persons age 18 and older who increased their total income (from all sources) as of the end of the operating year or program exit: Not applicable for youth below the age of 18. Total income can include all sources, public and private.

b. Persons age 18 through 61 who increased their earned income as of the end of the operating year or program exit: Not applicable for youth below the age of 18. Earned income should only include income from wages and private investments, and not public benefits.

2. Income Measure: (required to choose one for SSO component types)

(If non-Street Outreach but with a housing related goal only)

a. Persons age 18 and older who increased their total income (from all sources) as of the end of the operating year or program exit: Not applicable for youth below the age of 18. Total income can include all sources, public and private.

OR

b. Persons age 18 through 61 who increased their earned income as of the end of the operating year or program exit: Not applicable for youth below the age of 18. Earned income should only include income from wages and private investments, and not public benefits.

3. Among persons who entered with an unmet need associated with a condition listed below, indicate how many received the services for that condition by the time they exited? (required for SSO component types if Street Outreach)

Consider all participants that your project might serve over the next 12 months. Fill out each row as each condition is applicable for the project's population. Leave fields blank in rows for conditions that are not applicable to the population being served.

For each measure, fill in the blank cells according to the following instructions:

Universe (#): Enter the total number of persons about whom the measure is expected to be reported. The Universe is the total pool of persons that could be affected.

Target (#): Enter the number of applicable clients from the universe who are expected to achieve the measure within the operating year. The Target is the total number of persons from the pool that are affected.

Target (%): This field will be calculated automatically when all required fields are entered and saved. For example, if 80 out of 100 clients are expected to remain in the permanent housing program or exit to other permanent housing, the target % should be "80%".

Additional resources:

Application Detailed Instructions (on left menu)

<http://esnaps.hudhre.info>

<http://www.hudhre.info/coc/>

**1. Specify the universe and target for the housing measure.
Click 'Save' to calculate the target percent (%).**

Housing Measure	Target (#)	Universe (#)	Target (%)
a. Persons remaining in permanent housing as of the end of the operating year or exiting to permanent housing (subsidized or unsubsidized) during the operating year.	2	2	100%

**2. Choose one income-related performance measure from below, and specify the universe and target numbers for the goal.
Click 'Save' to calculate the target percent (%).**

Income Measure	Target (#)	Universe (#)	Target (%)
a. Persons age 18 and older who maintained or increased their total income(from all sources) as of the end of the operating year or program exit.	1	2	50%

OR

b. Persons age 18 through 61 who maintained or increased their earned income as of the end of the operating year or program exit.			0%
-----------------------------------------------------------------------------------------------------------------------------------	--	--	----

6B. Additional Performance Measures

**Specify up to three additional measures on which the project will report performance in the Annual Performance Report (APR).
To add information to this list, click on the icon and enter the requested information.**

Proposed Measure
Clients in the Pa...

6B. Additional Performance Measures Detail

Instructions:

For each additional measure, fill in the blank cells according to the following instructions:

Performance Measure: Provide a name for the additional performance measure. This name will populate the list on the parent additional performance measures form.

Universe (#): Enter the total number of persons/units/items about whom/which the measure is expected to be reported. The Universe is the total pool of persons/units/items that could be affected.

Target (#): Enter the number of applicable persons/units/items from the universe who/that are expected to achieve the measure within the operating year. The Target is the total number of persons/units/items from the pool that are affected.

Target (%): This field will be calculated automatically when all required fields are entered and saved. For example, if 80 out of 100 clients are expected to remain in the permanent housing program or exit to other permanent housing, the target % should be "80%."

2. **Data Source (e.g., data recorded in HMIS) and method of data collection (e.g., data collected by the intake worker at entry and case manager at exit) proposed to measure results: (required)** Use the text box provided to provide as much detail concerning the data systems and methods as possible.

3. **Specific data elements and formula proposed for calculating results: (required)** Use the text field provided and be specific.

4. **Rationale for why the proposed measure is an appropriate indicator of performance for this program: (required)** Use the text field provided to describe the appropriateness of the measure given the nature of the program.

Note: Supportive Services Only projects that do not identify as Street Outreach and that do not have a housing goal must create at least one additional performance measure before the application can be submitted.

Additional Resources:
 Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>
<http://www.hudhre.info/coc/>

1. Specify the universe and target goal numbers for the proposed measure.

a. Proposed Measure	b. Target (#)	c. Universe (#)	d. Target (%)
Clients in the Pathways to Permanent Housing 5 project will access at least one mental health or substance counseling abuse session during the course of the operating year.	1	2	50%

2. Data Source (e.g., data recorded in HMIS) and method of data collection (e.g., data collected by the intake worker at entry and case manager at exit) proposed to measure results

Case managers will maintain written case files as well as enter this information into HMIS. Case managers will record information in HMIS at entry into the program and maintain case notes from each visit with clients.

3. Specific data elements and formula proposed for calculating results

Homeward Bound will maintain written confirmation from mental health or substance abuse providers about attendance at mental health or substance abuse counseling sessions. Once they have attended the session, the number attending will be divided by the total number of clients accessing the Pathways to Permanent Housing 5 project to determine whether the agency has met its target.

4. Rationale for why the proposed measure is an appropriate indicator of performance for this program

This performance measure is an appropriate indicator of performance because all eligible persons entering the project have mental health and/or substance abuse issues. In order for them to become sustainable in housing long-term, clients of the project must begin working on these issues that contributed to and sustained their homelessness.

7A. Funding Request

Instructions:

The fields that must be completed on this form will vary based on the project type and component type.

1. Is it feasible for the project to be under grant agreement by September 30, 2014? (required) Select Yes or No to indicate whether or not the grant agreement will be execute and the project will begin operating by September 30, 2014. Unobligated funds will not be available after September 30, 2014. Applicants will not be able to submit project applications that cannot confirm feasibility for meeting the September 30, 2014.

2. Are special housing funds being requested for this project? (required) Select Yes or No to indicate whether or not the project is requesting funds under the Permanent Housing Bonus funding category. If yes, then the project will be referred to as a new PH Bonus project.

3. Select a grant term: (required) Indicate the number of years for which funding is being requested. The number of years that can be selected will vary depending on the component type, and applicants should refer to the NOFA for further guidance.

4. Select the costs for which funding is being requested: (required) All projects must identify the eligible activities for which funding is being requested. Depending on the component type, the following eligible costs may be listed: acquisition, new construction, and rehabilitation, leased units, leased structures, short-term/medium-term rental assistance, long-term rental assistance, supportive services, operations, and HMIS.

5. Is this project proposing to use funds reallocated from the CoC's annual renewal burden? (required) Select Yes or No to indicate whether or not the new project is using reallocated funds.

Additional resources:
Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>
<http://www.hudhre.info/coc/>

1. Is it feasible for the project to be under grant agreement by September 30, 2014? Yes

2. Are special housing funds being requested for this project? Yes
If Yes, click the "Save" button to identify the project as a PH Bonus.

Special housing funding: Permanent Housing Bonus

3. Select a grant term: 1 Year

4. Select the costs for which funding is being requested:

Acquisition/Rehabilitation/New Construction	<input type="checkbox"/>
Leased Units	<input checked="" type="checkbox"/>
Leased Structures	<input type="checkbox"/>
Long-term Rental Assistance	<input type="checkbox"/>
Supportive Services	<input checked="" type="checkbox"/>
Operations	<input type="checkbox"/>
HMIS	<input type="checkbox"/>

5. Is the project proposing to use funds reallocated from the CoC's annual renewal burden? No

7C. Leased Units

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

Total Annual Assistance Requested:		\$14,808	
Grant Term:		1 Year	
Total Request for Grant Term:		\$14,808	
Total Units:		2	
FMR Area	Total Units Requested	Total Annual Assistance Requested	Total Budget Requested
NC - Asheville, N...	2	\$14,808	\$14,808

Leased Units Budget Detail

Instructions:

Metropolitan or non-metropolitan fair market rent area: (required) Select the FY2012 FMR area in which the project is located. The list is sorted by state abbreviation. The selected FMR area will be used to populate the rents in the FMR Area column in the chart below.

Size of units: These options are system generated. Unit size is defined by the number of distinct bedrooms and not by the number of distinct beds.

of units: (required) For each unit size, enter the number of units for which funding is being requested.

FMR: These fields are populated with the FY2012 FMRs based on the FMR area selected by the applicant. The FMRs are available online at <http://www.huduser.org/portal/datasets/fmr.html>

HUD Paid Rent: (required) For each unit size, enter the rent to be paid by the CoC program grant. This rent can be equal to or below the FMR amount in the previous column. Once funds are awarded recipients must document compliance with the rent reasonable requirement explained in section 578.51 of the program regulations.

12 Months: These fields are populated with the value 12 to calculate the annual rent request.

Total Request: This column populates with the total calculated amount from each row.

Total Units and Annual Assistance Requested: This column is automatically calculated based on the per month rent entered in the first field.

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

Total Request for Grant Term: This field is calculated based on the per month rent entered in the first field, multiplied by 12 months, multiplied by the grant term.

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

Additional resources:
Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>
<http://www.hudhre.info/coc/>

In the chart below, enter the appropriate values in the "Number of units" and "HUD Paid Rent" fields.

Metropolitan or non-metropolitan fair market rent area: NC - Asheville, NC HUD Metro FMR Area (3702199999)

Leased Units Annual Budget

Size of Units	Number of units (Applicant)		FMR (Applicant)	HUD Paid Rent (Applicant)		12 months		Total request (Applicant)
SRO		x	\$396		x	12	=	\$0
0 Bedroom		x	\$528		x	12	=	\$0
1 Bedroom	2	x	\$617	\$617	x	12	=	\$14,808
2 Bedroom		x	\$704		x	12	=	\$0
3 Bedroom		x	\$943		x	12	=	\$0
4 Bedroom		x	\$1,236		x	12	=	\$0
5 Bedroom		x	\$1,421		x	12	=	\$0
6 Bedroom		x	\$1,607		x	12	=	\$0
7 Bedroom		x	\$1,792		x	12	=	\$0
8 Bedroom		x	\$1,978		x	12	=	\$0
9 Bedroom		x	\$2,163		x	12	=	\$0
Total units and annual assistance requested:	2							\$14,808
Grant term:								1 Year
Total request for grant term:								\$14,808

Click the 'Save' button to automatically calculate totals.

7G. Supportive Services Budget

Instructions:

Enter the quantity and total budget request for each supportive services cost. The request entered should be equivalent to the cost of one year of the relevant supportive service. Please ensure that the information provided is both accurate and complete in light of the implementation of the HEARTH Act and the interim CoC program regulations, effective August 30, 2012.

Eligible Costs: The system populates a list of eligible supportive services for which funds can be requested. The costs listed are the only costs allowed under the CoC Program regulations. Refer to the CoC Program rule for details on eligible supportive services costs.

Quantity Detail: (required) Enter the quantity in detail (e.g. 1 FTE Case Manager Salary + benefits, or child care for 15 children) for each supportive service activity for which funding is being requested.

Annual Assistance Requested: (required) For each grant year, enter the amount (\$) requested for each activity. The amount entered must only be the amount that is DIRECTLY related to providing supportive services to homeless participants.

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

Grant Term: This field is populated based on the grant term selected on the "Funding Request" screen and will be read only on the 'Funding Request' form.

Total Request for Grant Term: This field is automatically calculated based on the per month rent entered in the first field, multiplied by 12 months, multiplied by the grant term.

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

Additional resources:
 Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>
<http://www.hudhre.info/coc/>

A description must be entered for Quantity. Any costs without a Quantity description will be removed from the budget.

Eligible Costs	Quantity Description (max 400 characters)	Annual Assistance Requested
1. Assessment of Service Needs		
2. Assistance with Moving Costs		
3. Case Management	1	\$3,973
4. Child Care		
5. Education Services		
6. Employment Assistance		
7. Food		
8. Housing/Counseling Services		
9. Legal Services		
10. Life Skills		
11. Mental Health Services		

12. Outpatient Health Services		
13. Outreach Services		
14. Substance Abuse Treatment Services		
15. Transportation		
16. Utility Deposits		
Total Annual Assistance Requested		\$3,973
Grant Term		1 Year
Total Request for Grant Term		\$3,973

Click the 'Save' button to automatically calculate totals.

7J. Summary Budget

Instructions:

The system populates a summary budget based on the information entered into each preceding budget form. Review the data and return to the previous forms to correct any inaccurate information. All fields are read only with exception to the Total Requested for Grant Term for Admin, Cash Match, and In-Kind Match.

Admin (Up to 10%): Enter the amount (\$) of requested administration funds. The grant will not fund greater than 10% of the request listed in the field "Sub-Total Costs Requested." If an ineligible amount is entered, the system will report an error and prevent application submission when the form is saved.

Cash Match: (required) Enter the total amount of funds (\$) that the applicant will use for the project provided by sources other than the CoC program grant.

In-Kind Match: (required) Enter the total dollar value of non-cash resources that the applicant will use for the project provided by sources other than the CoC program grant.

Total Match: This field will automatically calculate the total combined value (\$) of the Cash and In-Kind Match. The total match must equal a minimum of 25% of the request listed in the field "Total Assistance Plus Admin Requested" minus the amount requested for Leased Units and Structures. There is no upper limit for Match. If an amount less than 25% is entered, the system will report an error and prevent application submission when the form is saved.

Cash and In-Kind Match entered into the budget must qualify as eligible program expenses under the CoC program regulations. Compliance with eligibility requirements will be verified at grant agreement.

The total values are automatically calculated by the system when you click the "Save" button.

Additional Resources:

Application Detailed Instructions (on left menu)

<http://esnaps.hudhre.info>

<http://www.hudhre.info/coc/>

The following information summarizes the funding request for the total term of the project. However, the appropriate amount of cash and in-kind match and administrative costs must be entered in the available fields below.

Eligible Costs			Total Assistance Requested for Grant Term (Applicant)
1a. Acquisition			\$0
1b. Rehabilitation			\$0
1c. New Construction			\$0
	Annual Assistance Requested (Applicant)	Grant Term (Applicant)	
2a. Leased Units	\$14,808	1 Year	\$14,808
2b. Leased Structures	\$0	1 Year	\$0

3. Housing Relocation and Stabilization	\$0	1 Year	\$0
4. Short-term/Medium-term Assistance	\$0	1 Year	\$0
5. Long-term Rental Assistance	\$0	1 Year	\$0
6. Supportive Services	\$3,973	1 Year	\$3,973
7. Operating	\$0	1 Year	\$0
8. HMIS	\$0	1 Year	\$0
9. Sub-total Costs Requested			\$18,781
10. Admin (Up to 10%)			\$1,084
11. Total Assistance Plus Admin Requested			\$19,865
12. Cash Match			\$1,264
13. In-Kind Match			
14. Total Match			\$1,264
15. Total Budget			\$21,129

Click the 'Save' button to automatically calculate totals.

7K. Sources of Leverage

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

Total Value of Cash Commitments: \$135,784

Total Value of In-Kind Commitments: \$0

Total Value of All Commitments: \$135,784

Type	Contributor	Source	Date of Commitment	Value of Commitment
Cash	United Way of Ash...	Private	05/19/2011	\$45,784
Cash	Buncombe County, ...	Government	11/30/2012	\$90,000

Leverage Detail

Instructions:

Leveraged Resources: Applicants are encouraged to identify as many resources as possible, above the statutory and regulatory requirements to match the requested CoC program funds. If a written commitment is not in-hand at the time of application, however, do not enter the contribution. Undocumented leveraging claims may result in the re-scoring of the CoC application and the withdrawal of the conditional award.

1. Type of Commitment: (required) Select Cash or In-kind to denote the type of contribution being used as leverage for this project.

2. Name the Source of the Commitment: (required) Enter the name of the entity providing the contribution.

3. Type of source: (required) Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP), HUD-VASH (VA Supportive Housing program), and the American Reinvestment and Recovery (ARRA) Act funds may be considered Government sources. Project applicants are encouraged to leverage the funds from these sources, whenever possible. A CoC may receive extra points if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

4. Date of written commitment: (required) Enter the date of the written contribution.

5. Value of written commitment: (required) Enter the total dollar value of the contribution.

Additional resources:
Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>
<http://www.hudhre.info/coc/>

- 1. Type of Commitments:** Cash
- 2. Name the Source of the Commitment:** United Way of Asheville and Buncombe County
- 3. Type of Source:** Private
- 4. Date of Written Commitment:** 05/19/2011
- 5. Value of Written Commitment:** \$45,784

Leverage Detail

Instructions:

Leveraged Resources: Applicants are encouraged to identify as many resources as possible, above the statutory and regulatory requirements to match the requested CoC program funds. If a written commitment is not in-hand at the time of application, however, do not enter the contribution. Undocumented leveraging claims may result in the re-scoring of the CoC application and the withdrawal of the conditional award.

1. Type of Commitment: (required) Select Cash or In-kind to denote the type of contribution being used as leverage for this project.

2. Name the Source of the Commitment: (required) Enter the name of the entity providing the contribution.

3. Type of source: (required) Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP), HUD-VASH (VA Supportive Housing program), and the American Reinvestment and Recovery (ARRA) Act funds may be considered Government sources. Project applicants are encouraged to leverage the funds from these sources, whenever possible. A CoC may receive extra points if any of its project applicants identify NSP funds as a source of leverage for one or more projects.

4. Date of written commitment: (required) Enter the date of the written contribution.

5. Value of written commitment: (required) Enter the total dollar value of the contribution.

Additional resources:
Application Detailed Instructions (on left menu)
<http://esnaps.hudhre.info>
<http://www.hudhre.info/coc/>

- 1. Type of Commitments:** Cash
- 2. Name the Source of the Commitment:** Buncombe County, North Carolina
- 3. Type of Source:** Government
- 4. Date of Written Commitment:** 11/30/2012
- 5. Value of Written Commitment:** \$90,000

8A. Attachment(s)

Instructions:

1. Subrecipient Nonprofit Documentation: Documentation of the subrecipient's nonprofit status must be uploaded, if the applicant and project subrecipient are different entities, and the subrecipient is a nonprofit organization.
2. CoC Reject Letter: Projects that are applying for CoC funds and that have been rejected for the competition by their CoC (Solo Projects) must submit documentation from the CoC verifying and explaining why the project has been rejected.
3. Con Plan Cert: Projects that select "No CoC" on form 3A must submit a consolidated plan certification for the community that they represent in order to be considered for funding.
4. Other Attachment(s): Attach any additional information supporting the project funding request. Use a zip file to attach multiple documents.

Document Type	Required?	Document Description	Date Attached
1) Subrecipient Nonprofit Documentation	No		
2) Other Attachment(s)	No		
3) Other Attachment(s)	No		

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

8B. Applicant Certification

A. For all projects:

Fair Housing and Equal Opportunity

It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and regulations pursuant thereto (Title 24 CFR part I), which state that no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance, and will immediately take any measures necessary to effectuate this agreement. With reference to the real property and structure(s) thereon which are provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer, transferee, for the period during which the real property and structure(s) are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

It will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and with implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status or national origin.

It will comply with Executive Order 11063 on Equal Opportunity in Housing and with implementing regulations at 24 CFR Part 107 which prohibit discrimination because of race, color, creed, sex or national origin in housing and related facilities provided with Federal financial assistance.

It will comply with Executive Order 11246 and all regulations pursuant thereto (41 CFR Chapter 60-1), which state that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal contracts and shall take affirmative action to ensure equal employment opportunity. The applicant will incorporate, or cause to be incorporated, into any contract for construction work as defined in Section 130.5 of HUD regulations the equal opportunity clause required by Section 130.15(b) of the HUD regulations.

It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701(u)), and regulations pursuant thereto (24 CFR Part 135), which require that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project and contracts for work in connection with the project be awarded in substantial part to persons residing in the area of the project.

It will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and with implementing regulations at 24 CFR Part 8, which prohibit discrimination based on disability in Federally-assisted and conducted programs and activities.

It will comply with the Age Discrimination Act of 1975 (42 U.S.C. 6101-07), as amended, and implementing regulations at 24 CFR Part 146, which prohibit discrimination because of age in projects and activities receiving Federal financial assistance.

It will comply with Executive Orders 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by businesses owned and operated by members of minority groups and women.

If persons of any particular race, color, religion, sex, age, national origin, familial status, or disability who may qualify for assistance are unlikely to be reached, it will establish additional procedures to ensure that interested persons can obtain information concerning the assistance.

It will comply with the reasonable modification and accommodation requirements and, as appropriate, the accessibility requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973, as amended.

Additional for Rental Assistance Projects:

If applicant has established a preference for targeted populations of disabled persons pursuant to 24 CFR 582.330(a), it will comply with this section's nondiscrimination requirements within the designated population.

B. For non-Rental Assistance Projects Only.

15-Year Operation Rule.

For applicants receiving assistance for acquisition, rehabilitation or new construction: The project will be operated for no less than 15 years from the date of initial occupancy or the date of initial service provision for the purpose specified in the application.

1-Year Operation Rule.

For applicants receiving assistance for supportive services, leasing, or operating costs but not receiving assistance for acquisition, rehabilitation, or new construction: The project will be operated for the purpose specified in the application for any year for which such assistance is provided.

C. For Rental Assistance Only.

Supportive Services.

It will make available supportive services appropriate to the needs of the population served and equal in value to the aggregate amount of rental assistance funded by HUD for the full term of the rental assistance.

Where the applicant is unable to certify to any of the statements in this certification, such applicant shall provide an explanation.

Name of Authorized Certifying Official Brian Alexander

Date: 12/18/2012

Title: Executive Director

Applicant Organization: Homeward Bound of Asheville, Inc.

PHA Number (For PHA Applicants Only):

I certify that I have been duly authorized by the applicant to submit this Applicant Certification and to ensure compliance. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties . (U.S. Code, Title 218, Section 1001).

X

9B. Submission Summary

Page	Last Updated
1A. Application Type	No Input Required
1B. Legal Applicant	No Input Required
1C. Application Details	No Input Required
1D. Congressional District(s)	12/17/2012
1E. Compliance	12/17/2012
1F. Declaration	12/17/2012
2A. Subrecipients	No Input Required
2B. Experience	12/17/2012
3A. Project Detail	12/17/2012
3B. Description	12/17/2012
3C. Expansion	12/17/2012
4A. Services	12/18/2012
4B. Housing Type	12/18/2012
5A. Households	12/18/2012
5B. Subpopulations	No Input Required
5C. Outreach	12/18/2012
6A. Standard	12/18/2012
6B. Additional Performance Measures	12/18/2012
7A. Funding Request	12/18/2012
7C. Leased Units	12/18/2012
7G. Supp. Srvcs. Budget	12/18/2012
7J. Summary Budget	No Input Required
7K. Sources of Leverage	12/18/2012
8A. Attachment(s)	No Input Required
8B. Certification	12/18/2012