



# The Indiana Family and Social Services Administration

REQUEST FOR FUNDING

DMHA RFF 22-009

Low-Barrier Shelter Grant Program

**First Information Webinar**

**Tuesday, April 5, 2:00 p.m. ET**

Family and Social Services Administration

Division of Mental Health and Addiction

[sheltergrant@fssa.in.gov](mailto:sheltergrant@fssa.in.gov)



# General Information

- All information supplied in this webinar can be located in the RFF.
- This webinar is not intended to be a comprehensive summary of the Request for Funding (RFF). Applicants must read DMHA RFF 22-009 for details.
- This webinar PowerPoint will be posted on DMHA's grant website.
- Each slide has a reference to applicable RFF sections.
- Please hold questions until the end of the webinar.
  - *Any verbal response is not considered binding; respondents are encouraged to submit any question formally in writing if it affects the proposal that will be submitted to the State.*



# Agenda

- DMHA Grant Overview
- Grant Proposal Components
- Grant Proposal Support



# DMHA Grant Overview



# Background

- House Enrolled Act (HEA) 1001 of the 2021 legislative session appropriated federal coronavirus relief funds from the American Rescue Plan Act (ARPA) to the Indiana Family and Social Services Administration (FSSA), in consultation with the Indiana Department of Health (IDOH), to address mental health needs across the state.
- As part of the Coronavirus response legislation, the Division of Mental Health and Addiction (DMHA) is making available a one-time federal funding opportunity to develop and support low-barrier shelter services for the unhoused in Indiana.
- This Grant Program, the Low-Barrier Shelter Grant Program, aims to provide funding to individual entities and/or county/community coalitions that will partner with local municipalities to establish and operate low-barrier shelter services in Indiana.
- See RFF Section I.A for more details.



# RFF Objectives

The Priorities of this RFF are to increase quality, integration, and access to shelter services that provide mental health and substance use disorder treatment and recovery programs for unhoused Hoosiers.

- A Respondent can meet the Objectives of this RFF by developing, establishing or supporting the services of a low-barrier shelter.
- The low-barrier shelter model, a model inspired by the Safe Haven program, centers on supporting individuals affected by chronic homelessness by providing supportive housing that relies on harm reduction practices and serves individuals affected by mental illness and/or substance use disorders.
- The State encourages proposals to be submitted in alignment with the low-barrier shelter model, however respondents can also propose alignment with other shelter models provided that adequate explanation and alignment with DMHA priorities is demonstrated.



# Low-Barrier Shelter Model

- The low-barrier shelter model is fundamentally based upon the acceptance that not all mental illness and/or substance use issues can be cured, however individuals can work toward harm reduction in order to improve functioning.
- Sobriety is not required for admission or continued stay and programs do not demand treatment participation, although services are available. This principle extends to the duration of resident stays, where individuals are offered long-standing, non-temporary housing for up to 6 months.
- All proposals must contemplate completion of services to residents and ultimate transition to permanent housing or therapeutic placement within 180 days from the date of admission.
- See RFF Section I.A for more details.



# RFF Objectives

- Applicants should address how funding shall be utilized in the development or support of at least one of the following service areas in their proposals. Applicants are not limited to the following six (6) service areas and may also suggest alternative areas, provided adequate explanation is given:
  - Single Site Construction
  - Residential Services
  - Case Management
  - Onsite Therapeutic and Rehabilitative Services
  - Staffing
  - Staff Development
- Proposals will be evaluated with the following considerations:
  - Long-term sustainability
  - Connection to DMHA mission
  - Alignment with low-barrier shelter service model
  - Connection to research-supported interventions and use of best practices





# Priority Points

- Applicants who are currently enrolled in or have completed the Indiana Supportive Housing Institute through IHCDA are eligible for Priority Points in the State's evaluation of proposals.



# Eligible Applicants

Applicant must be one of the following types of entities AND must currently provide and/or have experience in the provision of services for the unhoused:

- ① 501(c)(3) as defined by United States Internal Revenue Code
- OR**
- ② Unit of local government

The State is seeking two types of applicants for this RFF:

- 1. Individual entities**
- 2. County/community coalitions**

- Coalitions must be in geographic proximity to one another and include one or more eligible entity acting as the prime grantee and fiscal agent for the coalition
- Non-eligible entities may apply as part of the coalition as sub-grantees

See RFF Section II.B for more details.



# Applicant Information

- The target date to begin grants is July 1, 2022 and funds are to be used through December 31, 2024.
  - Grant proposals should contemplate how funds would be used by the end of the contemplated timeframe, with KPI tracking continuing for a period thereafter.
- Applicants must be prepared to track and show how State objectives, including but not limited to the RFF Objectives, were met as a result of the funding received.
- See RFF Section II.A and II.E for more details.



# Grant Payments

- Funds from the grant will be provided as a combination of reimbursements and upfront payment for approved grant budget items as allowed by Indiana Code 12-8-10-7.
  - If the awarded grant amount is \$50,000 or more, applicants can receive up to 1/6 (16.67%) of their total grant amount as an upfront payment.
  - If the grant is under \$50,000, applicants can receive up to 1/2 (50%) of their total grant amount as an upfront payment.
  - The remainder of the grant will be provided through reimbursements by the State.
- If the applicant is an individual entity, grant payments will be disbursed directly to the entity. If the applicant is a coalition, grant payments will be disbursed to the prime grantee for distribution to the sub-grantees.



# Key Performance Indicators

- Grantees will be required to measure performance in accordance with set Key Performance Indicators (KPIs) for their project for the duration of the grant period.
  - KPIs should be outcomes-driven metrics and measure success/progress beyond output metrics (*i.e.*, beyond “number served” metrics).
- Applicants will stipulate how they will measure and monitor outcomes specific to their proposal to ensure the Objectives are being met on behalf of the unhoused who will benefit from this funding.
- Examples of acceptable KPIs include:
  - *Progress on the construction or remodeling/renovation of a building to serve as a shelter;*
  - *Amount, type and impact of training obtained;*
  - *Number of individuals served through the project;*
  - *Percentage of shelter currently in occupation (%);*
  - *Rate of permanent housing exits (%);*
  - *Average length of stay.*



# Key Dates

Date	Event
March 23, 2022	RFF posted online
April 5, 2022	Application Information Webinar at 2 p.m. ET
April 7, 2022	Proposal questions due to State by 5 p.m. ET
April 15, 2022	Approximate answers to questions posted (subject to change based on volume)
<b>April 29, 2022</b>	<b>RFF proposals due at 5 p.m. ET</b>
May 2022	<i>Approximate award decisions release date*</i>
July 1, 2022	<i>Approximate grant effective date*</i>



# Grant Proposal Components



# Proposal Components

## Grant Proposal Components

### Technical Proposal

- i. Applicant Information
  - a. General Applicant Information
  - b. Must be signed by an authorized representative –
    - i. For coalitions: Executive Director/CEO or President of the Board of Directors or Facility owner or program director of the prime grantee
    - ii. For individual providers: Facility owner or program director
- ii. Unhoused Community Engagement
- iii. Low-Barrier Shelter Service Plan
- iv. Sustainability Plan
- v. KPIs





# Proposal Components (cont'd)

## Grant Proposal Components

### Grant Budget Proposal

A completed Grant Budget Proposal (Attachment A) and Grant Budget Narrative must be submitted. The applicant must describe other grant awards it has received within the past 18 months.

### Priority Points

1. Sustainable Housing Institute Participant or Alumni



# Technical Proposal

- Applicants should provide narrative responses to all questions within 12,500 words.
- All applicants shall provide information on engagement efforts and services provided to the unhoused.
- Applicants must provide their plan for developing supporting and implementing shelter services in your grant proposal by responding to the eleven (11) questions. Applicants should include specific descriptions and dates for how and when the RFF Objectives will be achieved.
- Applicants must describe how they will ensure grant funding is spent efficiently and accurately to achieve its objectives through the measurement and reporting of Key Performance Indicators (KPIs). Any additional or proposed KPIs should be listed here.
- Applicants must describe a plan to ensure the longevity and sustainability of the project beyond the grant period and beyond the funding sought by this grant. This includes how the grantee's service area will support maintaining high quality, accessible, and integrated care for the unhoused.



# Technical Proposal Points

Section	Title	Maximum Points Available
i.	Applicant Information	5 Points
ii.	Unhoused Community Engagement	15 Points
iii.	Low-Barrier Shelter Plan	40 Points
iv.	Sustainability Plan	25 Points
v.	KPIs	5 Points
<b>Total Technical Proposal Points:</b>		<b>90 Points</b>



# Grant Budget Proposal

- The Grant Budget Proposal (Attachment A) should depict a detailed budget for the total grant amount requested for the proposed project.
- The Grant Budget Proposal should be completed based on the instructions within the Excel file.
  - Applicants should only fill in the yellow shaded cells; all blue cells will automatically populate based on information entered by the applicant.
- The Grant Budget Narrative should provide a narrative explaining the budget and why items in the budget will help achieve the RFF Objectives and implement the low-barrier shelter plan.
  - The Grant Budget Narrative should be typed directly into the online proposal platform and be below 2,500 words.



# Reminders & Questions



# Reminders

- Proposals are due by **5:00 p.m. ET on April 29, 2022.**
- All components of the grant proposal should be submitted, in electronic format, via email to DMHA's Low-Barrier Shelter Grant Program RFF email account: [sheltergrant@fssa.in.gov](mailto:sheltergrant@fssa.in.gov)



# Questions

- Any verbal response is not considered binding.
- Respondents are encouraged to submit any question formally in writing by **April 7th at 5pm ET** if it affects the proposal that will be submitted to the State.
- All questions/inquiries should be submitted using the Q&A Template (Attachment C) based on the process outlined in Section II.K.



**Thank you!**

**[sheltergrant@fssa.in.gov](mailto:sheltergrant@fssa.in.gov)**