



CITY OF SOMERVILLE, MASSACHUSETTS
MAYOR'S OFFICE OF STRATEGIC PLANNING & COMMUNITY DEVELOPMENT
JOSEPH A. CURTATONE
MAYOR

GEORGE PROAKIS
EXECUTIVE DIRECTOR

MEMORANDUM

To: Mayor Curtatone

From: Heidi Burbidge

CC: Michael Feloney, Housing Director; Kelly Donato, Assistant Housing Director; George Proakis, Executive Director, OSPCD

Date: 3/21/2019

Re: 2018 Somerville Continuum of Care (CoC) Planning Grant

The Housing Division of the Mayor's Office of Strategic Planning and Community Development respectfully requests that you forward this memorandum, scope of services and letters to the City Council requesting that the City Council accept a grant in the amount of \$63,883 (2018 CoC Planning Grant) from the U.S. Department of Housing & Urban Development (HUD) in order to support the Continuum of Care's planning efforts.

The City will be providing a match for the 2018 CoC Planning Grant in the amount of \$15,971 for Housing Division employee Heidi Burbidge's time.

Background

The Somerville CoC is responsible for developing a plan that coordinates the implementation of housing and service systems that meets the needs of homeless individuals and families within its geographic area, in coordination with the City. The City of Somerville serves as the CoC Lead Agency and submits a consolidated application to HUD for CoC funds on behalf of all agencies that operate as part of the Somerville CoC.

The Somerville CoC was awarded \$1,960,519 in the 2018 HUD CoC NOFA competition. Most of the funding assistance is awarded directly to the Somerville CoC homeless provider agencies administering the various programs, with the exception of the \$63,883 Planning Grant, which is awarded specifically to the City.



MA 517 Somerville-Arlington CoC -- FY2018 NOFA competition awards

Applicant Name	Program Type	Project Name	Awarded Amount	Project Status
Somerville Homeless Coalition	PH	Turn the Key	\$993,189	Consolidation of 4 renewals*
Wayside	TH	ShortStop Transitional Housing	\$240,315	Renewal
Somerville Homeless Coalition	PH	Better Homes 4	\$96,863	Renewal
Somerville Homeless Coalition	PH	Shelter Plus Care	\$168,427	Renewal
Heading Home	PH	Somerville Better Homes 3	\$164,984	Renewal
Heading Home	PH	Somerville Stepping Stones	\$62,953	Renewal
Somerville Homeless Coalition	SSO	Coordinated Entry	\$100,605	Renewal
Somerville Homeless Coalition	SSO	HMIS Dedicated	\$69,300	Renewal
City of Somerville	PLNG	MA 517 CoC Planning Application	\$63,883	New planning
			\$1,960,519	

Key to Program Type:

PH Permanent Housing
 TH Transitional Housing
 SSO Supportive Services Only
 PLNG Planning

*Better Homes, Better Homes 2, Sobriety and Stability, Sobriety and Stability II

CoC Planning Grants can be used to cover coordination activities, project evaluation, project monitoring activities, participation in the consolidated plan, CoC application activities, determining the geographical area to be served by the CoC, and developing a CoC system and HUD compliance activities. The CoC intends to hire a consultant through a competitive process managed by the City to assist them with the various planning activities. The City will be overseeing administration of the grant.

Recommendation

That the BOA accept the 2018 CoC Planning Grant in the amount of \$63,883.

according to an indirect cost rate?

	New Submission	HUD Award	Adjustment
3. Grant Term:	1 Year	1 Year	1 Year

Eligible Costs:	Quantity Description (max 400 characters) (Applicant)	Annual Assistance Requested (Applicant)	Annual Assistance Requested (HUD Award)	Quantity Description (max 400 characters) (Adjustment)	Annual Assistance Requested (Adjustment)	Budget Change (Adjustment)
1. Coordination Activities	Technical Assistance provider to complete 104 hours @ \$125 per hour to: Lead and participate in CoC meetings. Establish system performance objectives. Guide systems improvements, including to Coordinated Entry. Lead steps toward collaboration with other CoCs to meet local and regional performance objectives.	\$13,000	\$13,000	Technical Assistance provider to complete 104 hours @ \$125 per hour to: Lead and participate in CoC meetings. Establish system performance objectives. Guide systems improvements, including to Coordinated Entry. Lead steps toward collaboration with other CoCs to meet local and regional performance objectives.	\$13,000	
2. Project Evaluation	Technical Assistance provider to complete 48 hours @ \$125 per hour to: Assess and recommend updates to the CoC's system for using performance-based criteria in project evaluation process. Conduct evaluations of performance outcomes for CoC and ESG funded projects. Use project evaluations to identify and provide needed technical assistance and coordination.	\$5,883	\$5,883	Technical Assistance provider to complete 48 hours @ \$125 per hour to: Assess and recommend updates to the CoC's system for using performance-based criteria in project evaluation process. Conduct evaluations of performance outcomes for CoC and ESG funded projects. Use project evaluations to identify and provide needed technical assistance and coordination.	\$5,883	
3. Project Monitoring Activities			\$0		\$0	
4. Participation in the Consolidated Plan			\$0		\$0	
5. CoC Application Activities	Technical Assistance provider to complete 152 hours @ \$125 per hour to: Develop and carry out collaborative process in which the CoC completes and submits the CoC funding application to HUD including drafting narrative responses and ranking the project applications.	\$19,000	\$19,000	Technical Assistance provider to complete 152 hours @ \$125 per hour to: Develop and carry out collaborative process in which the CoC completes and submits the CoC funding application to HUD including drafting narrative responses and ranking the project applications.	\$19,000	
6. Determining Geographical Area to Be Served by the CoC	Technical Assistance provider to complete 152 hours @ \$125 per hour to: Assess alternatives to the geographic area currently served by the CoC, including projected outcomes of a possible merger. Develop and initiate plans and strategies to address the CoC's challenges that result from its geography and size.	\$19,000	\$19,000	Technical Assistance provider to complete 152 hours @ \$125 per hour to: Assess alternatives to the geographic area currently served by the CoC, including projected outcomes of a possible merger. Develop and initiate plans and strategies to address the CoC's challenges that result from its geography and size.	\$19,000	

7. Developing a CoC System	Technical Assistance provider to complete up to 56 hours @ \$125 per hour to: Conduct coordinated CoC strategic planning. Technical Assistance provider to provide stipends or other incentives to cultivate engagement of CoC members or Board members who may be otherwise unable to participate, such as homeless or formerly homeless individuals.	\$7,000	\$7,000	Technical Assistance provider to complete up to 56 hours @ \$125 per hour to: Conduct coordinated CoC strategic planning. Technical Assistance provider to provide stipends or other incentives to cultivate engagement of CoC members or Board members who may be otherwise unable to participate, such as homeless or formerly homeless individuals.	\$7,000
8. HUD Compliance Activities			\$0		\$0
9. Total Costs Requested		\$63,883	\$63,883		\$63,883
10. Cash Match		\$0	\$0		\$0
11. In-Kind Match		\$15,971	\$15,971		\$15,971
12. Total Match		\$15,971	\$15,971		\$15,971
13. Total Budget		\$79,854	\$79,854		\$79,854