



FAMILY UNIFICATION PROGRAM (FUP) FY2010 NOFA

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OVERVIEW

General FUP NOFA Information

Program Overview

Changes to the FY2010 FUP NOFA

Memorandum of Understanding (MOU) Basics

Rating Criteria





GENERAL FUP NOFA INFORMATION

- The NOFA announces the availability of \$15 million for new incremental voucher assistance under the Family Unification Program.
- The application deadline date is December 1, 2010.
- Only Public Housing Agencies (PHAs) that have an existing Annual Contributions Contract with HUD are eligible to apply.





GENERAL FUP NOFA INFORMATION

- The total number of vouchers that a PHA may apply for will be based on the size of the PHA and the identified need for these vouchers.
- Applicants must meet all threshold requirements to be eligible for funding.
- Threshold deficiencies are not curable and will render the applicant ineligible for funding.
- Applicants should read the NOFA carefully for all threshold requirements.





PROGRAM OVERVIEW





PROGRAM OVERVIEW

FUP makes housing choice vouchers available to:

- Families for whom the lack of adequate housing is a primary factor in the imminent placement of the family's children in out-of-home care or in delaying the discharge of the children to the family from out-of-home care.
- Youths 18-21 years old who left foster care at age 16 or older and lack adequate housing.





PROGRAM OVERVIEW

Program Administration at a Glance:

- Public Housing Agencies (PHAs) that participate in the program work in collaboration with Public Child Welfare Agencies (PCWAs) in identifying and determining eligibility of program participants.
- The PCWA initially determines whether the family or youth meets FUP requirements and certifies and refers the family or youth to the PHA.





PROGRAM OVERVIEW

Program Administration at a Glance:

- The PHA then determines whether the family or youth meets HCV program eligibility requirements, including income eligibility.
- Once this process is complete and the family or youth is determined FUP-eligible the PHA may issue them a voucher.





PROGRAM OVERVIEW

Program Requirements:

- As required by the Appropriations Act, FUP vouchers must be issued to a FUP-eligible family or FUP-eligible youth upon turnover.
- PHAs must administer the program in accordance with HCV program regulations in 24 CFR 982.





PROGRAM OVERVIEW

Program Requirements:

- By statute, a FUP voucher issued to a youth may only be used to provide housing assistance for a maximum of 18 months.
- Funding under the program may only be used to provide tenant-based housing assistance.





FY2010 FUP NOFA CHANGES





FY2010 FUP NOFA CHANGES

- *The 2010 NOFA adds rating criteria that will be used to evaluate applicants:*
 - The rating criteria is not a requirement for eligibility but rather an opportunity for a better chance of funding.
 - Therefore, all applicants (whether or not applying for rating criteria points) must meet all NOFA threshold requirements to be eligible for funding.





FY2010 FUP NOFA CHANGES

- *The 2010 NOFA adds rating criteria that will be used to evaluate applicants:*
 - Under the 2010 NOFA, applicants will be selected for funding according to the scores obtained through these rating criteria. A lottery system will no longer be used.





FY2010 FUP NOFA CHANGES

- *Order of Funding:*
 - If there is insufficient funding to fund all approvable applications, eligible applicants will be selected in highest rank order based on the total number of points each applicant receives under the rating criteria, including the additional bonus points.





FY2010 FUP NOFA CHANGES

- *Order of Funding:*

- If two or more applications have the same score and there is insufficient funding to fund them all, a lottery will be conducted to select among these applications.





FY2010 FUP NOFA CHANGES

- *Definitions:*

- The definition of “displaced by domestic violence” has been modified to include:
 - A family or youth that lives in a housing unit whose location is known to a person who has engaged in domestic violence, and
 - Moving from such housing unit is needed to protect the health and safety of the family or youth.





FY2010 FUP NOFA CHANGES

- *Definitions:*

- A family or youth in imminent danger of losing their housing meets the definition of “lack of adequate housing” if:
 - The family or youth will be evicted within a week;
 - No subsequent residence has been identified; and
 - The family or youth lacks the resources and support networks to obtain housing.





FY2010 FUP NOFA CHANGES

- **MOU:**
 - There are new requirements to the MOU which will be further discussed in the MOU section of this broadcast.
- **PCWA Statement of Need:**
 - Applicants must submit a statement of need that addresses the need for FUP vouchers in the PHA's jurisdiction which is not being met through other existing programs.





FY2010 FUP NOFA CHANGES

- *PCWA Statement of Need:*
 - The statement of need must include a 12-month projection specifying the need for these vouchers in that period and how this estimate was calculated.
 - Applicants must carefully read the NOFA for additional requirements of the PCWA Statement of Need.





FY2010 FUP NOFA CHANGES

- *PCWA Contractor Documentation:*
 - If the PCWA is contracting out any of its functions under the FUP program (if authorized to do so under State law), the application must include documentation which indicates that this agreement has been executed.
 - Applicants must carefully read the NOFA to ensure that the PCWA Contractor Documentation meets all of the specified requirements specified.





FY2010 FUP NOFA CHANGES

- ***Proposed Leasing Schedule:***
 - Applicants must provide a proposed leasing schedule that shows how many vouchers the PHA intends to have under lease for each month following the award.
 - The leasing schedule must project all vouchers to be under lease within 12 months of the award.
 - HUD may require modification of the proposed leasing schedule as a condition of receipt of funds.





FY2010 FUP NOFA CHANGES

- ***Proposed Leasing Schedule:***
 - HUD may recapture vouchers that have not come under lease in accordance with the HUD-approved leasing schedule.
 - The proposed leasing schedule must be submitted under Section D of form HUD52515.





FY2010 FUP NOFA CHANGES

- ***AFFH Statement:***
 - Applicants no longer submit their AFFH Statement to the public housing director in the applicant's local HUD field office. Instead, the AFFH statement must be submitted with the application materials.
 - Applicants must carefully read the NOFA to ensure that the AFFH Statement meets all of the specified requirements.





FY2010 FUP NOFA CHANGES

- Submission of the application by an MTW agency serves as that agency's certification that they are not required to report under SEMAP, and that they meet the 95% lease-up or budget authority utilization requirement.
- Therefore, MTW agencies do not need to submit a separate certification to that effect.





FY2010 FUP NOFA CHANGES

- *Other new application submissions:*
 - Required documentation for rating criteria, if applying for points
 - Logic Model, if applicable
 - Certification of consistency with the RC/EZ/EC-II Strategic Plan, if applicable
- *Applicants must refer to the NOFA for all submission requirements.*





MOU BASICS





MOU BASICS

- This webcast provides an overview of the MOU with a focus on new MOU requirements in the 2010 NOFA. However, applicants must still carefully read the MOU section of the NOFA to ensure that they address all of the specified requirements.
- The MOU is a threshold requirement and must be submitted by the applicant to be eligible for funding.





MOU BASICS

- Any MOU deficiency is not curable and will automatically render an applicant ineligible for funding.
 - Examples of MOU deficiencies are: lack of a signature or signatures, MOU missing any of the required elements, etc.





MOU BASICS

- A sample MOU has been included as part of the application instructions in [Grants.gov](https://www.Grants.gov).
 - Applicants may use this as a model in completing their own MOUs.
 - The sample MOU specifies required and optional fields.
 - Applicants may include additional relevant information in their MOUs.





MOU BASICS

- The MOU must be:
 - Signed by the executive director of the PHA and the executive director of the PCWA.
 - If a PCWA contractor will perform any of the required functions under the FUP program, then the executive director of the PCWA contractor must also sign the MOU.
 - Executed between the date the NOFA is published and the application deadline.





MOU BASICS

- Required Elements:
 - PCWAs past experience administering a similar program(s).
 - The MOU must specify the number of years the PCWA has administered the program(s) and a brief description of the program(s) similarity to FUP*

***Refers to new MOU requirements in the 2010 FUP NOFA**





MOU BASICS

- Required Elements:
 - PHA and PCWA cooperation administering a similar program(s).
 - The MOU must specify the number of years the PHA and PCWA have cooperated in administering the similar program(s) and a brief description of its similarity to FUP*
 - The assistance the PCWA will provide to families and youths in locating housing and working with landlords.

***Refers to new MOU requirements in the 2010 FUP NOFA**





MOU BASICS

- Required Elements:
 - The services to be provided to FUP-eligible youths.
 - All applicants must address the services portion of the MOU because successful applicants must serve FUP-eligible youths that are referred by the PCWA*

***Refers to new MOU requirements in the 2010 FUP NOFA**





MOU BASICS

- Required Elements:
 - PHA responsibilities
 - If applying for the rating criteria specified in the MOU section of the NOFA, the PHA responsibilities shall describe the activities the PHA is committing to*
 - Train PCWA staff on the PHA's HCV procedures*
 - Conduct regular meetings (at least quarterly) with the PCWA*

***Refers to new MOU requirements in the 2010 FUP NOFA**





MOU BASICS

- Required Elements:
 - PCWA responsibilities
 - If applying for the rating criteria specified in the MOU section of the NOFA, the PCWA responsibilities shall describe the activities the PHA is committing to*
 - Train PHA staff on PCWA's referral procedures*
 - Conduct regular meetings (at least quarterly) with the PHA*

***Refers to new MOU requirements in the 2010 FUP NOFA**





MOU BASICS

- Required Elements:

- The MOU must identify a staff position for both the PHA and the PCWA that will serve as the lead FUP liaison*
- A statement that the PHA and PCWA agree to cooperate with HUD and provide requested data to HUD or HUD-approved contractor. This statement is in lieu of the evaluation certifications that were submitted with the application under previous NOFAs*

***Refers to new MOU requirements in the 2010 FUP NOFA**





RATING CRITERIA





RATING CRITERIA - OVERVIEW

- Rating criteria details will be provided as part of this webcast, however, applicants must still carefully read the rating criteria section of the NOFA to ensure that they meet all of the specified requirements.
- There are four broad rating criteria, each with its own subcategories.
- Applicants can obtain up to 100 points and an additional 2 bonus points.





RATING CRITERIA - OVERVIEW

- There are 2 policy priorities covered under the NOFA: AFFH and using housing as a platform for improving other outcomes.
- The 2 policy priorities are part of the rating criteria and the 100 rating criteria points.





RATING CRITERIA - OVERVIEW

- If applicants are required to address any of the rating criteria in their MOU (as specified in the NOFA) the applicant must make sure that all documentation submitted in support of the rating criteria is consistent with the corresponding statements in the MOU.
 - No points will be assigned to an applicant if the rating criteria documentation is inconsistent with the MOU.





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Removing Jurisdictional Barriers to Mobility (5 points)

- The PHA has implemented an initiative to remove jurisdictional barriers to mobility such as:
 - Cooperative agreements that allow families to move across PHA jurisdictional boundaries without the need for portability.
- If applying for these points, applicants must address these activities in the PHA responsibilities section of their MOU.





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Removing Jurisdictional Barriers to Mobility (5 points)

- Documentation:
 - A narrative (of no more than 5 pages) describing the PHAs initiatives for removal of jurisdictional barriers.
 - If the PHA participates in a cooperative agreement, a copy of this agreement signed by all participating agencies.





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Owner Participation in Low-Poverty Census Tracts (4 points)

- The PHA has implemented a program to encourage participation by owners of units located in low-poverty census tracts.
- The PHA maintains and provides a list of owners with available units under the HCV program in low-poverty census tracts to program participants.
- If applying for these points, applicants must address these activities in the PHAs responsibilities section of their MOU.





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Owner Participation in Low-Poverty Census Tracts (4 points)

- Documentation:
 - A narrative (of no more than 5 pages) describing the program implemented by the PHA to encourage participation by owners in low-poverty areas;
 - The most recent decennial census demonstrating that the tracts are low-poverty; and
 - A current copy of the list of owners who have units available for lease under the HCV program in low-poverty census tracts.





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Mobility Assistance: Housing search assistance in low-poverty census tracts (5 points)

- Fulfills 2 policy priorities: AFFH and Using Housing as a Platform for Improving Other Outcomes.
- If applying for these points, applicants must address these activities in the PHA and/or PCWA responsibilities section of their MOU.





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Mobility Assistance: Housing search assistance in low-poverty census tracts (5 points)

- To receive the points, housing search assistance must include:
 - Providing a current list of other organizations that can help families find units in low-poverty census tracts; and at least one of the following:
 - Neighborhood tours in low-poverty census tracts
 - Unit viewings in low-poverty census tracts
 - Landlord introductions in low-poverty census tracts
 - Financial assistance to participants for moving costs to low-poverty census tracts





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Mobility Assistance: Housing search assistance in low-poverty census tracts (5 points)

- **Documentation:**
 - A narrative (no more than 5 pages) describing the housing search assistance in low-poverty census tracts,
 - The most recent decennial census information that demonstrates that the tracts are low-poverty, and
 - A copy of the current list of organizations that can help families find units in low-poverty census tracts.





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Mobility Assistance: Housing search assistance in low-poverty census tracts (5 points)

- Additionally, PHAs that apply for the housing search assistance points must submit a Logic Model (discussed further in coming slides).
- No points will be provided under this rating criteria if an applicant fails to submit the logic model.





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Mobility Assistance: Pre-move and post-move counseling (10 points)

- To receive the points, pre-move and post-move counseling must include:
 - Providing information on the benefits of living in low-poverty areas and information on tenant rights and responsibilities; and at least one of the following:
 - Budget counseling
 - Credit counseling (including credit restoration counseling)
 - Landlord mediation





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Mobility Assistance: Pre-move and post-move counseling (10 points)

- If applying for these points, applicants must address these activities in the PHA and/or PCWA responsibilities section of their MOU.
- **Documentation:**
 - A narrative (no more than 5 pages) describing the pre-move and post-move counseling.





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Logic Model (1 point)

- A Logic Model is required for PHAs applying for housing search assistance points - no other PHAs should submit a Logic Model.
- The Logic Model measures outputs (services/activities) and outcomes of the housing search assistance.





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Logic Model (1 point)

- Applicable PHAs:
 - Submit the Logic Model with the application, and
 - Submit an updated Logic Model no later than 30 days after the end of the initial 12-month ACC for the FUP vouchers.





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Logic Model (1 point)

- To receive the Logic Model point, PHAs must report on the following outputs (services/activities):
 - Outputs (Services/Activities): Providing a current list of other organizations that can help families find units in low-poverty census tracts; and at least one of the following:
 - Neighborhood tours in low-poverty census tracts;
 - Unit viewings in low-poverty census tracts;
 - Landlord introductions in low-poverty census tracts;
 - Financial assistance for moving costs to low-poverty census tracts.





RATING CRITERIA - AREA-WIDE HOUSING OPPORTUNITIES

Logic Model (1 point)

- To receive the Logic Model point, PHAs must also report on the following outcome:
 - Outcomes: Percentage of FUP households moving to low-poverty census tracts.
- Applicants must make sure that their logic model selections are consistent with their narrative statements.





RATING CRITERIA - PCWA'S COMMITMENT TO FUP-ELIGIBLE FAMILIES AND FUP-ELIGIBLE YOUTHS

FUP-eligible youths no longer in the PCWA caseload (10 points)

- The PCWA identifies and refers (on a quarterly basis) FUP-eligible youths in the community who are no longer part of its active caseload (e.g. youths that left foster care who are now homeless).
- If applying for these points, applicants must address these activities in the PCWA responsibilities section of their MOU.





RATING CRITERIA - PCWA'S COMMITMENT TO FUP-ELIGIBLE FAMILIES AND FUP-ELIGIBLE YOUTHS

FUP-eligible youths no longer in the PCWA caseload (10 points)

- **Documentation:**
 - A narrative (no more than 5 pages) describing the PCWA's process for identifying and referring FUP-eligible youths in the community who are no longer part of its caseload to the PHA.





RATING CRITERIA - PCWA'S COMMITMENT TO FUP-ELIGIBLE FAMILIES AND FUP-ELIGIBLE YOUTHS

Case management to FUP families (15 or 20 points)

- The PCWA provides (funds, or otherwise makes available) case management to FUP families after they have been issued a voucher.
- The case management must include, at a minimum:
 - A needs assessment to identify all of a family's needs (not just housing-related needs);
 - Referrals to services to address the family's needs; and
 - Regular contact with the family to follow up on these referrals and provide new referrals as necessary.





RATING CRITERIA - PCWA'S COMMITMENT TO FUP-ELIGIBLE FAMILIES AND FUP-ELIGIBLE YOUTHS

Case management to FUP families (15 or 20 points)

- If applying for these points, applicants must address these activities in the PCWA responsibilities section of their MOU.
- To receive 15 points, case management must be made available for a minimum of 6 months after the family is issued a voucher.
- To receive 20 points, case management must be made available for a minimum of 12 months after the family is issued a voucher.





RATING CRITERIA - PCWA'S COMMITMENT TO FUP-ELIGIBLE FAMILIES AND FUP-ELIGIBLE YOUTHS

Case management to FUP families (15 or 20 points)

- **Documentation:**
 - A narrative (no more than 5 pages) describing the case management provided, funded, or otherwise made available by the PCWA, and
 - A list of organizations to which the PCWA routinely refers families for services.





RATING CRITERIA - PCWA'S COMMITMENT TO FUP-ELIGIBLE FAMILIES AND FUP-ELIGIBLE YOUTHS

Cash assistance (15 points)

- The PCWA provides cash assistance to FUP-eligible families and FUP-eligible youths.
- Cash assistance may be provided for:
 - Utility arrears;
 - Security deposits;
 - Rent arrears;
 - Any other items that the PCWA determines necessary to avoid separation of children from their families or the delay in the discharge of the children to the family, or to assist a youth in living independently.





RATING CRITERIA - PCWA'S COMMITMENT TO FUP-ELIGIBLE FAMILIES AND FUP-ELIGIBLE YOUTHS

Cash assistance (15 points)

- If applying for these points, applicants must address these activities in the PCWA responsibilities section of their MOU.
- **Documentation:**
 - Documentation must be provided which shows that the PCWA runs a cash assistance program. This may include request forms and approval/denial forms.





RATING CRITERIA - SELF-SUFFICIENCY PROGRAMS

HUD-FSS or Similar Program (10 points)

- The PHA administers a HUD-FSS or similar program that is still active at the time of application; and
- The PHA has strategies in place to encourage enrollment of families into the program.





RATING CRITERIA - SELF-SUFFICIENCY PROGRAMS

HUD-FSS or Similar Program (10 points)

- A similar program refers to a self-sufficiency program that promotes the development of local strategies to coordinate assistance under the HCV program with public and private resources to enable participants to achieve economic independence and self-sufficiency, between others.





RATING CRITERIA - SELF-SUFFICIENCY PROGRAMS

HUD-FSS or Similar Program (10 points)

- **Documentation:**
 - Each PHA must provide a narrative (of no more than 5 pages) or section of its most recent action plan or policy document describing the strategies the PHA uses to encourage enrollment of families into the program.
 - Applicants need only submit the specified section and not the entire FSS action plan or policy document.





RATING CRITERIA - SELF-SUFFICIENCY PROGRAMS

HUD-FSS or Similar Program (10 points)

- **Documentation:**
 - If the PHA administers a HUD-FSS program:
 - * The PHA does not need to submit a copy of its HUD approved FSS action plan.
 - * The PHA must, however, have a HUD-approved FSS action plan with the PHA's local HUD field office prior to the application deadline.





RATING CRITERIA - SELF-SUFFICIENCY PROGRAMS

HUD-FSS or Similar Program (10 points)

- **Documentation:**
 - If the PHA administers a similar program:
 - * The PHA must submit a copy of its most recent policy documents or administrative plan referring to the policies and procedures for the local operation of the program.
 - * Applicants need only submit the specified section of its most recent policy documents or administrative plan, not the entire document.





RATING CRITERIA - SELF-SUFFICIENCY PROGRAMS

FUP Families and/or FUP Youths Enrolled (10 points)

- The PHA documents that there are FUP families and/or FUP youths enrolled in their HUD-FSS or similar program.
- **Documentation:**
 - The PHA must submit a certification on the PHA's letterhead and signed by the PHA's executive director that certifies to the number of FUP families and/or youths enrolled in the HUD-FSS or similar program.





RATING CRITERIA - COORDINATION WITH THE LOCAL CoC

- The PHA has notified the local Continuum of Care (CoC) that it is administering FUP or that it intends to apply for FUP in partnership with the PCWA.
- The PHA must include an explanation of how the program works and how the local CoC can link the families it serves to the program.
- Families identified by the CoC as potentially eligible for FUP must be identified to the PCWA for potential certification and referral to the PHA.





RATING CRITERIA - COORDINATION WITH THE LOCAL CoC

- **Documentation:**
 - Applicants must submit a letter of support from the local CoC describing the CoC's intent to identify families and youths that may potentially be eligible for the program.
 - Applicants must also submit the dated notification letter or document sent by the PHA to the local CoC with information about FUP.





BONUS POINTS - RC/EZ/EC-II

- The applicants proposed activities further or support the strategic plan for an empowerment zone (EZ) designated by HUD or the U.S. Department of Agriculture (USDA); the tax incentive utilization plan for an urban or rural renewal community that was designated by HUD (RC); or the strategic plan for an enterprise community that was designated in round II by USDA (RC-II).





BONUS POINTS - RC/EZ/EC-II

- Applicants are not required to establish an office within the RC/EZ/EC-II but must conduct specific activities within the RC/EZ/EC-II that benefit its residents.





BONUS POINTS - RC/EZ/EC-II

- **Documentation:**
 - Applicants must submit a completed form HUD2990.
 - The form must be signed and dated anytime between the date this NOFA is published and the application deadline date.
 - Applicants must make sure to include the official name for the RC/EZ/EC-II in form HUD2990.

