

Frequently Asked Questions Stable Housing Initiative updated July 23, 2021

Location of current U.S. Treasury FAQs

<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/emergency-rental-assistance-program/faqs>

Added 7/19/2021

1. Can you clarify/confirm that an agency would NOT be eligible to apply for any of these funds to provide **just one component e.g. eviction prevention mediation or education services, or outreach** unless they are part of a larger program that would also distribute rental assistance payments to tenants in need? Sounds like the allowed “housing stability support services” must be delivered as part of an overall program that also provides rental assistance services but may not be funded independently on their own?
 - a. Answer: Correct, the applicant must provide all 5 components of Stable Housing either as a single agency applicant or a collaborative applicant.
 - i. Outreach
 - ii. Intake
 - iii. Rental and Utility Assistance Payments
 - iv. Supportive Services
 - v. Reporting

2. Can an agency be a Collaborative Partner [not the Lead Agency/Applicant] on a proposal and also submit a proposal as a Single Agency Applicant?
 - a. Answer: Yes.

Added 7/20/2021

3. Do staff costs come out of the administrative line or can they be included in program costs for rental assistance, utility assistance, and housing stability costs?
 - a. Staff costs for administering rental and utility assistance would come under Administrative Costs line. (up to 10% of total grant)
 - b. Staff costs for providing “housing stability supportive services” can be incorporated in the Housing Stability Costs line (up to 10% of total grant)

4. Can the lesbian, gay, bisexual, and transgender communities be considered under “other” hard-to-reach and vulnerable populations? Or would that violate fair housing standards that prohibit discrimination based on sexual orientation or gender and gender identity?
 - a. “lesbian, gay, bisexual, and transgender communities” can be considered under “other” hard-to-reach and vulnerable populations.
 - b. Services must remain open to all eligible applicant referrals. HUD’s Equal Access Rule requires equal access to HUD programs without regard to a person’s actual or perceived sexual orientation, gender identity, or marital status.
 - c. Outreach can be tailored to achieve access and Supportive Services tailored to meet specific needs within any community of people

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5. Does the Stable Housing Initiative use a “housing first” model, meaning clients don’t have to stay sober or participate in any programming as a condition of staying in the housing?
 - a. Housing First is allowed, encouraged, but not required. The household being assisted must be obligated to pay rent and/or utilities. See for more details in the current U.S. Treasury FAQs <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/emergency-rental-assistance-program/faqs>

Added 7/22/2021

6. How does the 10% Admin expense need to be accounted for? We are trying to determine the organizational burden.
 - a. Administration expenses shall be invoiced as 10% of funds directed to households as included on the monthly invoice. The 10% Admin fee is a flat rate even if your admin expenses are more/less. *For example, if \$100,000 was directed to households for rental assistance. The Subrecipient can also invoice 10% [based on the \$100,000 invoice (\$10,000)] for Admin Expenses.*
 - b. Documentation will not be submitted with the invoice for the Admin expense.
7. “For us to assist more families, we would need to increase our staff. My question is rather or not personnel cost is required to be included in our overall administrative cost?”
 - a. Personnel costs are allowed, but not required under administrative costs. Also, see FAQ #6.
8. If the collaborative is serving a geographical area located both in the City of Columbus and a township outside the City of Columbus (but in Franklin County) – permitted?
 - a. YES!
9. For Allita360: Confirming the licensing fee is subtracted from the up to 10% administrative costs – correct?
 - a. YES!
10. Has the City negotiated a licensing fee with Allita360 or do we need to work directly with Allita 360 to determine the fee for the scope of our proposal?
 - a. We are working on that as we speak. I hope to have an answer soon.

Added 7/23/2021

11. What is Allita 360?
 - a. Allita 360 creates software tools for use by public agencies for the collection of data and documents to aid the end user in the decision making process when determining eligibility.
 - b. For the Emergency Rental Assistance program our system is currently in place for 25+ agencies across the country who offer eligible applicants assistance on their mortgage, utilities or rent.

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- c. Our software prompts the applicant to first pre-qualify to avoid an applicant from going through the application process if they do not meet key eligibility requirements, such as income. This allows applicants to reach out to other resources quickly as well as avoids the agency from completing unnecessary work.
- d. The software is designed to be friendly to both the applicant and the individual reviewing the application by presenting a clear, easy to understand application that offers the applicant the ability for alternative responses based on the indicators that they key in. For example, they are given a variety of income options to select from.
- e. All documents and data points that need to be retained for program audit purposes will be stored and are accessible by the City of Columbus. Additionally to prevent waste, fraud and abuse participating agencies will be able to check for duplication of benefits amongst other programs in the county to ensure funding has not already been received.

Added 7/26/2021

- 12. I have a question on the Stable Housing RFP regarding the section of Housing Stability Services. Specifically, can you please provide details or elaborate on the type of services that would be eligible in these sections found on page 7?
 - a. Maintaining housing stability, and specialized services for:
 - i. individuals with disabilities that supports their ability to access or maintain housing or
 - ii. seniors that supports their ability to access or maintain housing
 - a. See US Treasury FAQ #23 at link <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/emergency-rental-assistance-program/faqs>

Added 7/29/2021

- 13. Can we solely utility assistance without doing rental assistance?
 - a. Yes you can do one or both. You do not have to commit to one or the other in the proposal.
- 14. Do you have a ballpark amount for Allita 360?
 - a. Allita 360 at most will be \$500 per month per grantee