United Way of Cass-Clay Notice of Funds Available

United Way of Cass-Clay (United Way) makes investments in measureable progress toward increasing access and reducing barriers for underserved, at-risk, and vulnerable individuals to achieve four BOLD Community Goals:

1. Reduce Hunger and Homelessness
2. Prepare Children to Succeed
3. Help People Be Independent
4. Lift People Out of Poverty

United Way announces grant funding available for a three-year cycle (2021, 2022, and 2023) that focuses on investing to Reduce Hunger and Homelessness.

The investment strategies outlined in this document align with the strategic focuses and coordinated efforts of:
- FM Coalition to End Homelessness
- West Central Minnesota CoC
- United States Interagency Council on Homelessness (USICH)
- Great Plains Food Bank
- Cass/Clay Hunger Coalition

United Way is seeking to make measurable investments ensuring progress towards:
- Reduce hunger for families and children through system-wide collaborative initiatives, focused on targeted populations
  - Increase access to high-quality food that meets individual needs, including nutritional, medical, religious, and preferences-based needs
  - Increase access to food security* through non-traditional ways by reducing barriers
- Reduce homelessness for youth and families with children through system-wide collaborative initiatives, focused on targeted populations
  - Increase supportive services* to ensure families with children are able to access housing faster when identified as homeless or identified at-risk of becoming homeless and be able to maintain housing long-term
  - Increase supportive services* to ensure unaccompanied youth are able to access housing faster when identified as homeless or identified at-risk of becoming homeless and be able to maintain housing long-term

United Way will accept proposals that do not specifically target the populations included in the investment strategies listed above, primarily youth and families with children. All proposals must clearly define need, ability to measure impact, and meet thresholds as defined in this notice.

*Specific definitions and terms can be found in the glossary of terms in Appendix A.
**RESEARCH/STRATEGY**

Hunger

Nationally, the US Department of Agriculture (USDA) defines food insecurity* as “a lack of consistent access to enough food to live an active and healthy life.”¹ It can also be defined in this way: the state of being without reliable access to a sufficient quantity of affordable, nutritious food. From the most recent data available from Feeding America, in 2016, 9.1% of children under 18 year old in Cass County and 12.7% in Clay County are considered food insecure. However, only 8.9% of the total population in Cass County and 9.5% in Clay County are considered food insecure.² This shows that children are disproportionately effected by hunger.

The Supplemental Nutrition and Assistance Program (SNAP) is a federal program that helps millions of low-income Americans put food on the table. Across the US there are over 9.5 million families with children on SNAP. It is the largest program working to fight hunger and provide a path towards self-sufficiency in the United States.³ Locally, calculations (2017) place SNAP participation rates around 51% for Cass County, ND, and 71% for Clay County, MN.⁴ An emphasis on outreach to enroll eligible families can assist a family’s ability to move toward self-sufficiency; when paired with other economic assistance programs and supportive case management and nonprofit partners, families can be lifted out of poverty.

Currently, Great Plains Food Bank has 52 partners in Cass and Clay Counties, and 83% of food and grocery product distributed by partner food pantries was supplied by the Great Plains Food Bank.⁵

From the 2018 Hunger in ND study and survey conducted by the Great Plains Food Bank, when families were asked what were the root causes of them being food insecure, their top responses were:⁵

- Lack of affordable housing
- Poverty
- Lack of transportation

Locally, United Way is a member of the Cass/Clay Hunger Coalition. The Cass/Clay Hunger Coalition has set their vision as: We see a healthy community built on collaborative solutions that supports equitable access to food while addressing the root causes of hunger. Through utilizing the Results Based Accountability (RBA) model, Cass/Clay Hunger Coalition has set the following as areas of focus and strategies:

- Food insecurity – Everyone in Cass/Clay is and will continue to be food secure.
  - Expanded screening for root causes of hunger
- Food access – Everyone has equitable access to food that meets their needs.
  - Supporting non-traditional food access
- Health & hunger – Our community actively supports practices and policies that recognize hunger as a health crisis
  - Analyzing current policies and practices
- Awareness & education – Everyone is knowledgeable about hunger as an issue in our community year-round
  - Digital Campaign (rebranding, website, social media, etc.)
  - Periodic coordinated outreach events

*Specific definitions and terms can be found in the glossary of terms in Appendix A.
We need to look at our community’s system and work to build more effective collaboration to alleviate hunger that many face every day. Building a better system to address food insecurity starts with having access to relevant data, that provides insight into demographics of clients served and why they are seeking to access food pantries and/or charitable feeding programs.

Through our partnership with the Great Plains Food Bank and the work of the Cass/Clay Hunger Coalition, it is clear we need to focus on collaborative system-wide solutions. **To end hunger in our community, we need to lift people out of poverty.**

**Homelessness**

From the State of Homelessness Report, it is estimated on any given night there are 1,075 individuals experiencing homelessness in the Fargo-Moorhead Metro. Almost two-thirds (63%) of individuals experiencing homelessness who were surveyed had at least a high school diploma or some level of college education. Roughly a third (30%) of respondents were currently employed, and on average they reported working 24 hours per week.

The individuals who were not employed identified physical and mental health, transportation, child care, and criminal background as the common barriers to employment. Almost two-thirds of respondents (63%) stated their typical mode of transportation was to walk, wheelchair, or bike.

Individuals experiencing homelessness in our community face many barriers to sustainability or the ability to be lead a stable life, specifically when it comes to gaining and maintaining livable-wage employment and safe, stable housing.

When asked about what would help them to maintain stable housing, survey respondents identified employment, affordable housing, and transportation as the top three. According to the National Alliance to End Homelessness, families experiencing homelessness are similar to other families that are also poor, but who have a home to live in. Both may struggle with incomes that are far less than they need to pay for housing. In fact, it is often some jolt to this precarious situation – a lost job or work hours, conflict with family members they are staying with, an unanticipated bill or violence within the home – that leads families to seek help from homeless service programs. Homeless families are usually headed by a single woman with limited education, are typically young, and have young children. Homelessness can have a tremendous impact on children – their education, health, sense of safety, and overall development. Children experiencing homelessness have been shown to:

- Have higher levels of emotional and behavioral problems
- Have increased risk of serious health problems
- Be more likely to experience separations from their families
- Experience more school mobility, repeat a grade, be expelled or drop out of school, and have lower academic performance
Housing is the solution to homelessness for low-income families. Most families would benefit from assistance to help them rapidly reconnect to permanent housing. Rapid re-housing provides help with housing search, financial assistance, and case management services to help families quickly transition out of shelter and back into housing of their own. A small subset of families may require more intensive or long-term support, through the provision of transitional housing, permanent rental assistance, or permanent supportive housing to escape homelessness. Families can also benefit from connection to other supports designed to strengthen and improve their lives, such as child care, employment assistance, early childhood services, income support, or mental health counseling.  

According to the National Alliance to End Homelessness, youth homelessness is often rooted in family conflict. Other contributing factors include economic circumstances like poverty and housing insecurity, racial disparities, and mental health and substance use disorders. Young people who have had involvement with the child welfare and juvenile justice systems are also more likely to become homeless. Many homeless youth and young adults have experienced significant trauma before and after becoming homeless and are particularly vulnerable, including victims of sexual trafficking and exploitation.

Youth and young adults need stable housing, supportive connections to caring adults, and access to mainstream services that will place them on a path to long-term success. Reunifying youth with family or a support system, when safe and appropriate, should be at the core of any approach. Young adults may also require broader education and employment supports and may need more low-barrier short- and long-term housing options, including rapid re-housing. Available permanent supportive housing programs should be prioritized only to the most vulnerable youth who have demonstrated a need for the most intensive interventions to successfully exit homelessness.

**EVALUATION/SELECTION PROCESS**

United Way utilizes a multi-tiered volunteer-led vetting process that relies on volunteer community investors to make funding recommendations and decisions at each appropriate level.

United Way requires all interested applicants to submit an email with intent to apply to BOTH Thomas Hill, Vice President Community Impact, at thill@unitedwaycassclay.org, and Megan Jenson, Senior Community Impact Manager, at mjenson@unitedwaycassclay.org.

Starting Tuesday, September 3, following receipt of your agency’s email with intent to apply, a link to the electronic Letter of Intent (LOI) will be made available to the primary contact person listed within two business days. All LOIs will be due by 11:59pm on Thursday, October 31, 2019. The online platform will automatically lockdown, and LOIs will not be accepted following this deadline.

All submitted LOIs will be reviewed by the volunteer Community Investment Committee (CIC). Each LOI is vetted utilizing an evaluation rubric to guide the reviews in ensuring that applicants meet the eligibility criteria for funding and have a demonstrated capacity to execute on the goals and strategies set forth by the Board of Trustees. Along with reviewing each submitted LOI, the CIC will conduct on-site visits with each organization. The evaluation rubric is available in Appendix E on page 18-21.
The CIC will invite select applicants to submit a full Request for Proposal (RFP) based on eligibility criteria, alignment with United Way’s goals and strategies, and their demonstrated ability to measure performance indicators.

NOTE: Not all applicants that submit an LOI will be invited to submit a full RFP.

By Wednesday, December 18, selected applicants will be notified of acceptance and receive a link to the electronic RFP. All RFPs will be due by 11:59pm on Friday, February 7, 2020. The online platform will automatically lockdown, and RFPs will not be accepted following this deadline.

Once applicants have submitted the RFP, United Way will organize volunteers to conduct a panel review where volunteers review proposals, tour applicants’ facilities, and gain further information and perspective on the specific programming. These volunteers will make an initial funding recommendation based on their review of the proposals utilizing an evaluation rubric to guide scoring of RFPs and the conducted site visits. This rubric will assist in determining which proposals most closely align with United Way’s goals and strategies and to determine the frequency, intensity, and intentionality of the services provided by the applicant(s) on the clients served through the RFP.

Following the panel reviews of all submitted RFPs, the CIC will convene to review all individual panel recommendations and make a final funding recommendation to the Board of Trustees. The process concludes with the Board of Trustees, which makes final funding decisions.

For a complete timeline, please see Investment Timeline on page 11.

ELIGIBILITY
All applicants must meet and provide evidence of the following requirements:

- Funding from this proposal will be used to serve residents of Cass County, North Dakota, and/or Clay County, Minnesota. Applicants who serve a larger geographic area (i.e. statewide) may apply but must ensure that funding will support activities in these two counties.
- Maintain eligibility as a public agency, including Indian tribes and nonprofit private organizations, both secular and faith-based, which serve individuals in Cass County, North Dakota, and/or Clay County, Minnesota. This requires that private nonprofit organizations obtain and maintain a 501(c)(3) status with the Internal Revenue Service.
- Be incorporated or chartered under appropriate local, state, or federal statutes.
- Abide by federal and state laws regarding anti-discrimination, equal opportunity, affirmative action, and anti-terrorism.
- Have an active, locally based, volunteer board of directors that meets regularly, makes policy decisions, and holds election of officers.
- Have an administrative structure with defined lines of responsibility, a mission statement, and bylaws.
- Be financially stable and able to ensure appropriate stewardship of the funds entrusted, perform a regular budgeting process, and be able to submit audited financial statements and/or IRS Form 990.
• Be willing to cooperate with collaborative partners and other organizations to meet collective goals and create measurable, lasting change for individuals in our community.
• Have current license, certification, and permits if applicable.
• Be able to demonstrate effectiveness of programs and services through measurable outcomes.

Per our guidelines, United Way does not fund the following agencies or activities:
• Fraternal organizations, merchant associations, chamber memberships or programs, or 501(c)(4) or (6) organizations
• Section 509(a)(3) – Type III supporting organizations
• Private foundations
• Endowments or memorial campaigns
• Capital campaigns
• Fundraising events or sponsorships
• Programs operated by religious organizations for religious purposes
• Political organizations or organizations designed primarily to lobby
• Individuals, including those seeking scholarships or fellowship assistance
• Travel and related expenses including student trips and tours
• Deficit reduction
• Sporting events, organizations, or teams

PROPOSAL THRESHOLD
Proposals under the strategy to reduce hunger for families and children through system-wide collaborative initiatives, focused on targeted populations, must meet the following threshold to be considered to move forward in this grant review cycle:
• Adheres to the core principles of person centered care, data informed planning, and low barriers to services, with the principles reflected in policy and procedure
• A partner member of the Great Plains Food Bank Member – only if applicable
• An active member of the Cass/Clay Hunger Coalition

Proposals under the strategy to reduce homelessness for families and youth through system-wide collaborative initiatives, focused on targeted populations, must meet the following threshold to be considered to move forward in this grant review cycle:
• Follows Housing First Principles, with the principles reflected in policy and procedure, adhering to the core principles of harm reduction, person centered care, data informed planning, and low barriers to entry
• Participate in HMIS data entry (or comparable, CoC approved database as waivered DV program) and commit to data improvement processes
• Participate in the Coordinated Entry process
• An active member of the FM Coalition to End Homelessness
• A member of the appropriate CoC

United Way will request information from the West Central Minnesota CoC, Great Plains Food Bank, FM Coalition to End Homelessness, and Cass/Clay Hunger Coalition to verify participation and membership.

*Specific definitions and terms can be found in the glossary of terms in Appendix A.
TARGET POPULATIONS
Through collaborative work with the Great Plains Food Bank and the work of the Cass/Clay Hunger Coalition, it is clear families and children are disproportionately impacted by hunger, and in order to make progress towards reducing food insecurity, we need to focus on collaborative, system-wide solutions. To end hunger in our community, we need to lift people out of poverty – work we are doing through our BOLD Goal #4. However, we need to look at our community’s system and work to build more effective collaboration to alleviate hunger that many face every day.

From collaborative work with the West Central Minnesota Continuum of Care (CoC)* and the FM Coalition to End Homelessness, we are encouraged that our community is positioned to make a concerted effort to end homelessness for youth and families with children. See Appendix D on page 17 for the FM Coalition to End Homelessness’ Statement on Ending Homelessness for Youth and Families.

Households who present as homeless are assessed for appropriate homeless interventions to assist with their current crises. The tool used to assist with assessing those who are homeless is the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT).* A VI-SPDAT is a survey administered to individuals who meet United States Department of Housing and Urban Development’s (HUD) definition of homeless.

As of June 1, 2019, there are 820 households or individuals seeking services in a housing program:

<table>
<thead>
<tr>
<th>Household</th>
<th>Cass County, ND</th>
<th>Clay County, MN</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Singles: Adult without Children</td>
<td>201</td>
<td>375</td>
<td>576</td>
</tr>
<tr>
<td>Youth Singles: Age 18-24 without Children</td>
<td>16</td>
<td>30</td>
<td>46</td>
</tr>
<tr>
<td>Youth Families: Youth with Children</td>
<td>7</td>
<td>24</td>
<td>31</td>
</tr>
<tr>
<td>Adult Families: Adults with Children</td>
<td>55</td>
<td>112</td>
<td>167</td>
</tr>
</tbody>
</table>

Focused investment would target the right intervention needed for these identified youth and families with children:
- 46 Unaccompanied youth
- 31 Youth with children
- 167 Families with children

<table>
<thead>
<tr>
<th>Household</th>
<th>High Needs</th>
<th>Moderate Needs</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Youth Singles: Age 18-24 without Children</td>
<td>20</td>
<td>26</td>
<td>46</td>
</tr>
<tr>
<td>Youth Families: Youth with Children</td>
<td>19</td>
<td>12</td>
<td>31</td>
</tr>
<tr>
<td>Adult Families: Adults with Children</td>
<td>118</td>
<td>49</td>
<td>167</td>
</tr>
</tbody>
</table>

*Specific definitions and terms can be found in the glossary of terms in Appendix A.
It makes sense to focus on these populations as:

- There is support from the business community, governmental entities, and private funders for this target population
- The target population is known and results are attainable if resources are aligned
- These efforts are the most impactful in breaking the cycle of poverty and chronic homelessness

As a community our goal is to end all homelessness. By focusing on youth and families with children, we will be able to break the cycle of homelessness and reduce the overall homelessness for generations to come. Placing an emphasis on ending homelessness for youth and families with children has a direct correlation and connection to our other BOLD Goals. Placing an emphasis here will allow us to target our investments from other goal areas, maximizing our ability to demonstrate impact over many years.

**PERFORMANCE MEASUREMENT**

The goal of BOLD Goal #1 is to Reduce Hunger and Homelessness, specifically to:

- Reduce hunger for families and children through system-wide collaborative initiatives, focused on targeted populations
- Reduce homelessness for youth and families with children through system-wide collaborative initiatives, focused on targeted populations

In order to demonstrate progress towards these goals, all applicants funded through this process will provide data on program outcomes in three ways: demographic information, shared performance measures, and program specific measures. All reporting will be entered into the secure online application on a semi-annual basis.

Applicants must be able to reasonably and accurately describe how the population they seek to impact through services is in line with our target population listed above. Using local data and statistics to support data collection methods and programs services from non-partisan sources is advised and preferred. Definitions for key terms are provided in Appendix A on page 12. Examples of sources for data collection, local statistics, and key populations can be found in Appendix B, found on page 14.

1) **Demographic information:** Throughout United Way’s history, we have provided funding to create opportunities for everyone in our service area, including economically disadvantaged individuals, to access programs and services that can create lasting change to improve lives. Generally economically disadvantaged is considered an income at or below 200% of the set poverty guideline; refer to Appendix C on page 16 for more details.

While we will continue to fund programs that serve individuals from all economic backgrounds, we will focus a heavier percentage of resources on those who are economically disadvantaged and underserved. Demographic information on clients served will be a critical step in allowing United Way and its partners to target interventions to the right areas.
All applicants will be asked to provide the total number of unduplicated clients served in each of the following categories:

a) Client Age  
b) Client Gender Identity  
c) Client Poverty Level Breakdown (for exact dollar figures, see chart in Appendix C)  
d) Client Race/Ethnicity  
e) Client Residence

2) **Shared performance measures:** All applicants must agree to participate in the shared performance measures effort. We feel the indicators included under each strategy below are predictive of youth and family success in achieving the overall goals laid out in this notice.

The indicators listed below are a potential pool of shared performance measures which will be collected as part of this shared performance measures effort on an annual basis through the duration of the three-year grant cycle. Programs will be asked to select one of the two strategies and will need to demonstrate how the program can measure the indicators within that strategy.

a) Reduce hunger for families and children through system-wide collaborative initiatives, focused on targeted populations (STRATEGY 1)

**Long-Term Outcomes**
- Reduce the percentage of individuals who are food insecure
- Reduce the percentage of children who are food insecure
- Increase the percentage of eligible participants who are enrolled in SNAP

**Interim Outcomes**
- Percentage of clients who get enrolled in SNAP/who are enrolled in SNAP
- Number of individuals screened for food insecurity
- Percentage of individuals screened as food insecurity who are connected to supportive/supplemental services

**Outputs**
- Unduplicated individuals served annually
- Unduplicated households served annually
- Average usage rate per clients annually
- Number of pounds distributed annually
- Number of meals served/equivalences distributed annually

b) Reduce homelessness for youth and families with children through system-wide collaborative initiatives, focused on targeted populations (STRATEGY 2)

**Long-Term Outcomes**
- Reduce the overall number of families experiencing homelessness
- Reduce the overall number of unaccompanied youth experiencing homelessness
- Reduce the overall number of individuals experiencing homelessness
Interim Outcomes
- Percentage of families exiting into Permanent Housing
- Percentage of youth exiting into Permanent Housing
- Percentage of families who return to homelessness
- Percentage of youth who return to homelessness
- Percentage of families who increase overall income upon exit or at annual assessment
- Percentage of youth who increase overall income upon exit or at annual assessment
- Percentage of families who self-report a reduction in emergency service utilization while in programming (reduction of Section H of VI-SPDAT)
- Percentage of youth who self-report a reduction in emergency service utilization while in programming (reduction of Section H of VI-SPDAT)

Outputs
- Unduplicated individuals served annually
- Unduplicated households served annually
- Average length of stay in programming of families annually
- Average length of stay in programming of youth annually

Program Evaluation Measure
- Program’s unit utilization rate
- Program’s data quality rating in HMIS

3) **Program specific performance measures**: Applicants may choose to provide additional program outcome information specific to their services. United Way staff recommends no more than two additional outcome measures.
INVESTMENT TIMELINE

October 31, 2019
Electronic LOI due to United Way for consideration

November 12-30, 2019
Initial on-site visits conducted by CIC for organizations that have applied

December 18, 2019
Organizations will be notified of acceptance to submit RFP

February 7, 2020
Electronic RFP due to United Way for consideration

March 2-20, 2020
On-site visits conducted by volunteers for organizations that have applied

June 2020
Notification to applicants of Board of Trustees funding decisions

January 1, 2021
Funding begins for three-year grant cycle

OPEN OFFICE HOURS – INDIVIDUAL MEETINGS

United Way will hold open office hours to offer community members and agencies an opportunity to ask questions and learn more about this new effort on an individual or collaborative basis. These meetings will be held throughout the month of September at United Way, located at 219 7th St S, Fargo. To schedule a time to meet with United Way to discuss your potential proposal as an individual agency or as a collaborative, click this link and select a time slot that works best for you: https://calendly.com/mjenson/bold-goal-1-grant-meeting

LOI TRAINING SESSIONS

United Way will hold four training sessions on how to complete the online LOI to be considered for this upcoming grant cycle. This is a great opportunity to have any questions answered prior to submitting your LOI for consideration. These sessions will be held at United Way, located at 219 7th St S, Fargo.

The sessions will be held on:

- Tuesday, September 24, 2019 2:00-3:30pm United Way
- Wednesday, October 2, 2019 9:00-10:30am United Way
- Wednesday, October 9, 2019 2:00-3:30pm United Way
- Thursday, October 17, 2019 9:00-10:30am United Way

Please email Megan Jenson at mjenson@unitedwaycassclay.org to RSVP for one of these training sessions.

For any questions, please contact Thomas Hill at thill@unitedwaycassclay.org or Megan Jenson at mjenson@unitedwaycassclay.org or call 701-237-5050.
APPENDIX A

Below are specific definitions and terms used throughout this notice as well as resources used:

CoC – A CoC is a regional planning body of stakeholders designed to promote a shared commitment to the goal of ending homelessness.

CoC planning includes:
- Gathering and analyzing information to understand homelessness in the region
- Understanding and supporting compliance with HUD and other funders
- Implementing strategic plans to end homelessness based on data
- Operating a regional Coordinated Entry System
- Measuring results of regional planning and performance
- Prioritizing limited resources

The West Central Minnesota CoC includes the following counties: Becker, Clay, Douglas, Grant, Pope, Otter Tail, Stevens, Traverse, Wadena, and Wilkin, along with the White Earth Reservation. It is one of ten CoCs in the state of Minnesota. North Dakota operates as one CoC for the entire state.

Food Insecurity – The US Department of Agriculture (USDA) defines food insecurity as “a lack of consistent access to enough food to live an active and healthy life.”

Homeless Family – The following are the HUD definitions of homelessness for adults with children:
- Literal Homeless: Adults with children who live in a place not meant for human habitation (including the streets or in a vehicle), emergency shelter, transitional housing, and hotels paid for by a government or charitable organization.
- Imminent Homeless: Adults with children who will lose their primary nighttime residence within 14 days and have no other resource or support network to obtain other permanent housing. Prevention and Diversion services must have first been attempted.
- Fleeing Domestic Violence: A single adult with children who is fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking and who lack resources and support networks to obtain other permanent housing.

Homeless Youth – The following are the HUD definitions of homelessness for youth, with or without children:
- Literal Homeless: Youth, with or without children, who live in a place not meant for human habitation (including the streets or in a vehicle), emergency shelter, transitional housing, and hotels paid for by a government or charitable organization.
- Imminent Homeless: Youth, with or without children, who will lose their primary nighttime residence within 14 days and have no other resource or support network to obtain other permanent housing. Prevention and Diversion services must have first been attempted.
- Highly Mobile: Youth, with or without children, who are highly mobile and are likely to remain unstably housed because of special needs or barriers.
- Fleeing Domestic Violence: Youth, with or without children, who is fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking and who lack resources and support networks to obtain other permanent housing.

*Specific definitions and terms can be found in the glossary of terms in Appendix A.*
Supportive/Supplemental Services – Supportive or supplemental services are inclusive of all additional services which will help individuals become self-sustaining or have the ability to be lead a stable life, specifically when it comes to gaining and maintaining livable-wage employment and safe, stable housing.

Applicants must be able to reasonably and accurately describe how the population they seek to impact through their services would benefit from additional supportive or supplemental services outside of services directly related to housing or hunger relief.

VI-SPDAT – Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT). A VI-SPDAT is a survey administered to individuals who meet United States Department of Housing and Urban Development’s (HUD) definition of homeless.

The following resources were used to formulate our rationale outlined in this notice:

4. Cass/Clay Hunger Coalition Data, Estimate of SNAP Participation by Eligible Individuals: S:\Community Impact\BOLD Goal 1\Cass Clay Hunger Coalition\Data Collection for RBA.PDF
APPENDIX B

Below are examples of data collection sites to obtain population level data, statistics, and community needs:

**NOTE:** This is not intended to be an exhaustive list, but does provide links to generally accepted non-partisan sites for data collection, population statistics, and demonstration of needs and issues.

- **Feeding America**
  - The Feeding America network is the nation’s largest domestic hunger-relief organization, working to connect people with food and end hunger.
  - [https://www.feedingamerica.org/](https://www.feedingamerica.org/)

- **Hunger in North Dakota 2018**
  - Hunger in North Dakota 2018 consisted of two surveys - an agency survey and a client survey. The agency survey was an online survey sent to partner agencies of the Great Plains Food Bank, asking questions about logistics, operations, challenges and capacity. The client survey was administered by face-to-face interviews by trained volunteers asking clients a series of questions about their personal situations, household demographics, tough choices, coping strategies and use of nutrition programs.

- **Institute for Community Alliances (ICA) Data Portal**
  - ICA helps communities demonstrate impact, leverage program effectiveness and stabilize families. ICA functions as the HMIS Lead Agency and/or HMIS System Administrator in 12 states, providing technical assistance and training support – including Minnesota and North Dakota.
  - [https://www.icalliances.org/overview](https://www.icalliances.org/overview)

- **Minnesota Compass**
  - A social indicators project that measures progress in the state of MN, its seven regions, 87 counties and larger cities. Compass tracks trends in topic areas such as education, economy and workforce, health, housing, public safety, and a host of others.
  - [http://www.mncompass.org/](http://www.mncompass.org/)

- **National Alliance to End Homelessness**
  - The National Alliance to End Homelessness is a nonpartisan organization committed to preventing and ending homelessness in the United States.
  - [https://endhomelessness.org/](https://endhomelessness.org/)

- **National Low Income Housing Coalition – Out of Reach Report**
  - Out of Reach documents the significant gap between renters’ wages and the cost of rental housing across the United States. The report’s central statistic, the Housing Wage, is an estimate of the hourly wage a full-time worker must earn to afford a modest rental home at HUD’s fair market rent (FMR) without spending more than 30% of his or her income on housing costs, the accepted standard of affordability. The FMR is an estimate of what a family moving today can expect to pay for a modestly priced rental home in a given area.
  - [https://reports.nlighc.org/oor/](https://reports.nlighc.org/oor/)
• North Dakota Compass
  o A social indicators project that measures progress in the state of ND, its eight regions, 53 counties, four Native American reservations, and larger cities. Compass tracks trends in topic areas such as children and youth, economy, health, housing, and workforce.

• State of Homelessness in Fargo-Moorhead Metro Area
  o In collaboration with United Way of Cass-Clay, the FM Coalition has produced a report, the first of its kind, to inform the community on the current state of homelessness and efforts underway to end homelessness in the Fargo-Dilworth-Moorhead-West Fargo Metro Area.

• United States Census Bureau, American Fact Finder
  o Provides access to data about the United States, Puerto Rico, and the Island Areas. The data in AFF comes from several censuses and surveys including the decennial census, the American Community Survey, the American Housing Survey, and the Economic Census.
  o [https://factfinder.census.gov/faces/nav/jsf/pages/searchresults.xhtml](https://factfinder.census.gov/faces/nav/jsf/pages/searchresults.xhtml)

• United States Interagency Council on Homelessness
  o The U.S. Interagency Council on Homelessness leads the national effort to prevent and end homelessness in America. We drive action among our 19 federal member agencies and foster partnerships at every level of government and with the private sector.
  o [https://www.usich.gov/](https://www.usich.gov/)
APPENDIX C

2019 U.S. Department of Health and Human Services
Poverty Guidelines for the 48 Contiguous States and the District of Columbia

<table>
<thead>
<tr>
<th>Household Size</th>
<th>100%</th>
<th>125%</th>
<th>150%</th>
<th>185%</th>
<th>200%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$12,490</td>
<td>$15,613</td>
<td>$18,735</td>
<td>$23,107</td>
<td>$24,980</td>
</tr>
<tr>
<td>2</td>
<td>$16,910</td>
<td>$21,138</td>
<td>$25,365</td>
<td>$31,284</td>
<td>$33,820</td>
</tr>
<tr>
<td>3</td>
<td>$21,330</td>
<td>$26,663</td>
<td>$31,995</td>
<td>$39,461</td>
<td>$42,660</td>
</tr>
<tr>
<td>4</td>
<td>$25,750</td>
<td>$32,188</td>
<td>$38,625</td>
<td>$47,638</td>
<td>$51,500</td>
</tr>
<tr>
<td>5</td>
<td>$30,170</td>
<td>$37,713</td>
<td>$45,255</td>
<td>$55,815</td>
<td>$60,340</td>
</tr>
<tr>
<td>6</td>
<td>$34,590</td>
<td>$43,238</td>
<td>$51,885</td>
<td>$63,992</td>
<td>$69,180</td>
</tr>
<tr>
<td>7</td>
<td>$39,010</td>
<td>$48,763</td>
<td>$58,515</td>
<td>$72,169</td>
<td>$78,020</td>
</tr>
<tr>
<td>8</td>
<td>$43,430</td>
<td>$54,288</td>
<td>$65,145</td>
<td>$80,346</td>
<td>$86,860</td>
</tr>
</tbody>
</table>

For families/households with more than 8 persons, add $4,420 for each additional person.

To: Members & Partners of the FM Coalition to End Homelessness  
From: Cody J. Schuler, Executive Director  
Date: August 8, 2019  
Re: Approved Statement on Ending Homelessness for Youth and Families

A key component of pursuing strategies to end homelessness in the Fargo-Moorhead Metro area is to identify particular populations where resources can be aligned and timelines established towards a goal of “functional zero” where systemically homelessness is rare, brief, and one-time. At the May 28, 2019 meeting of the general membership of the Coalition, a discussion was held about consideration of a focus population following the successes of previous emphasis on ending Veteran homelessness.

On July 18, 2019 the Board of Directors of the FM Coalition to End Homelessness approved a proposal to create a statement to be distributed to the members of the Coalition to End Homelessness designating a priority on ending homelessness for youth and families with children without distraction from efforts to end homelessness for other populations. The statement and key rational was reviewed (with no action) at the July 23, 2019 meeting of the general membership of the Coalition. The statement was approved by vote of the membership of the FM Coalition via electronic ballot that closed August 7, 2019.

Any timelines, strategies, and goals will be identified in the future as the Coalition approves strategies.

Ending Homelessness for Youth and Families with Children Statement

The Fargo-Moorhead Coalition to End Homelessness designates a priority for developing strategies for ending youth homelessness and homelessness among families with children in the Fargo-Moorhead Metro area. This priority includes aligning existing community resources and advocating for new resources. By emphasizing homelessness impacting youth and children, the FM Coalition aims to address root causes, break cycles of poverty, and end future instances of homelessness. While prioritizing youth and families with children, the FM Coalition pledges continued vigilance in seeking strategies and aligning resources for all populations experiencing homelessness, including chronic, veteran, and those fleeing domestic violence.

This designation stands until the FM Coalition states otherwise.

Key rationale for this designation:

- Addressing youth and child homelessness strategically addresses future chronic homelessness.
- Adult homelessness is often rooted in youth/child homelessness and childhood trauma.
- Ending homeless for youth/children is achievable in the near future for our community.
- Placing a priority on this population locally is in line with priorities set by Minnesota’s Action Plan and the US Interagency Council on Homelessness (USICH).
- Improved services for these populations benefits all populations.
- Public awareness concerning these populations raises awareness about the wider issue of homelessness.
- Prioritizing these populations will not reduce urgency or efforts towards ending homelessness for other populations.
APPENDIX E
BOLD Goal #1 – LOI Review Form – Reducing Hunger

| Agency Name: |
| Program Name: |

| 1) Is the agency an active member of Cass/Clay Hunger Coalition? | ☐ Yes (5 pts) ☐ No |
| 2) Is the agency a partner member of Great Plains Food Bank? | ☐ Yes (5 pts) ☐ No |
| 3) Are there any concerns with the portion of the agency’s or program’s budget that will be made of UWCC funding? | ☐ Yes ☐ No (2 pts) |
| 4) Are there any concerns with the agency’s audit findings provided? | ☐ Yes ☐ No (2 pts) |
| 5) Does this proposal leverage any additional funding? | ☐ Yes (1 pt) ☐ No |
| 6) Has the program received UWCC funding in the past? | ☐ Yes ☐ No |

**Points Possible: 15 (19% of total)**

**Points Awarded:**

<table>
<thead>
<tr>
<th>Section 2: Review LOI and indicate how well the program meets the following criteria:</th>
<th>Meets All Criteria (5 pts.)</th>
<th>Meets Some Criteria (3 pts.)</th>
<th>Unclear/Could Meet Criteria (1 pt.)</th>
<th>Does Not Meet Criteria (0 pts.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Proposal clearly describes need for program:</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>2) Proposal describes how the specific amount requested would be used and there is logical reasoning to support that amount requested:</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>3) Program is adequately staffed with dedicated staff and there is an appropriate client to staff ratio or caseload for services being offered:</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>4) Program specifically identifies a target population for its services:</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

**List Program’s identified target population:**

- Does the program specifically seek to serve families and children experiencing hunger and food insecurity? ☐ Yes (3 points) ☐ No

**Points Possible: 23 (29% of total)**

**Points Awarded:**
### Section 3:
**Review LOI and indicate how well the program meets the following criteria:**

<table>
<thead>
<tr>
<th></th>
<th>Meets All Criteria (7 pts.)</th>
<th>Meets Some Criteria (5 pts.)</th>
<th>Unclear/ Could Meet Criteria (3 pt.)</th>
<th>Does Not Meet Criteria (0 pts.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>5) Program operates using industry best practices or research informed approach(es) that are appropriate for the services being provided:</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>6) Program adheres to the core principles of person centered care, data informed planning, and low barriers to services, with the principles reflected in policy and procedure:</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>7) Agency/program collaborates or plans to collaborate with other entities to increase the number of clients served or improve services provided in our community:</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

**Points Possible: 21 (26% of total)**

### Section 4:
**Review LOI and indicate how well the program meets the following criteria:**

<table>
<thead>
<tr>
<th></th>
<th>Meets All Criteria (7 pts.)</th>
<th>Meets Some Criteria (5 pts.)</th>
<th>Unclear/ Could Meet Criteria (3 pt.)</th>
<th>Does Not Meet Criteria (0 pts.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8) Program seeks to increase access to high quality food that meets individual needs including nutritional, medical, religious, and preferences-based needs OR increase access to food security through non-traditional ways by reducing barriers:</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>9) Program manages client and program data effectively and currently or plans to use data as a performance indicator:</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>10) Proposal demonstrates a high correlation to being able to make measurable progress to reduce hunger for families and children through system-wide collaborative initiatives:</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

**Points Possible: 21 (26% of total)**

---

**Total Points Possible: 80**

**Total Points Awarded:**

**Do you recommend to approve this program acceptance to submit full application:**

☐ Yes  ☐ No

*Specific definitions and terms can be found in the glossary of terms in Appendix A.*
**BOLD Goal #1 – LOI Review Form – Reducing Homelessness**

| Agency Name: |  |
| Program Name: |  |

| 1) Is the agency an active member of the FM Coalition to End Homelessness? | □ Yes (5 pts) □ No |
| 2) Is the agency a member of the appropriate CoC? | □ Yes (5 pts) □ No |
| 3) Does the program participate in the Coordinated Entry process? | □ Yes (5 pts) □ No |
| 4) Does the program participate HMIS data entry (or comparable, CoC approved database as a waivered DV program) and commit to data improvement processes? | □ Yes (5 pts) □ No |
| 5) Are there any concerns with the portion of the agency’s or program’s budget that will be made of UWCC funding? | □ Yes □ No (2 pts) |
| 6) Are there any concerns with the agency’s audit findings provided? | □ Yes □ No (2 pts) |
| 7) Does this proposal leverage any additional funding? | □ Yes (1 pts) □ No |
| 8) Has the program received UWCC funding in the past? | □ Yes □ No |

**Points Possible: 25 (23% of total)**

**Points Awarded:**

**Section 2:**

**Review LOI and indicate how well the program meets the following criteria:**

| 9) Proposal clearly describes need for program: | ☐ | ☐ | ☐ | ☐ |
| 10) Proposal describes how the specific amount requested would be used and there is logical reasoning to support that amount requested: | ☐ | ☐ | ☐ | ☐ |
| 11) Program is adequately staffed with dedicated staff and there is an appropriate client to staff ratio or caseload for services being offered: | ☐ | ☐ | ☐ | ☐ |
| 12) Program specifically identifies a target population for its services: | ☐ | ☐ | ☐ | ☐ |

**List Program’s identified target population:** Does the program specifically seek to serve youth and families with children experiencing or at-risk of experiencing homelessness? □ Yes (3 points) □ No

*Specific definitions and terms can be found in the glossary of terms in Appendix A.*
| Specific Definitions and Terms | Glossary of Terms in Appendix A |

<table>
<thead>
<tr>
<th>Points Possible: 23 (27% of total)</th>
<th>Points Awarded:</th>
</tr>
</thead>
</table>

### Section 3:
Review LOI and indicate how well the program meets the following criteria:

<table>
<thead>
<tr>
<th></th>
<th>Meets All Criteria (7 pts.)</th>
<th>Meets Some Criteria (5 pts.)</th>
<th>Unclear/Could Meet Criteria (3 pt.)</th>
<th>Does Not Meet Criteria (1 pt.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>13) Program operates using industry best practices or research informed approach(es) that are appropriate for the services being provided:</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>14) Program follows Housing First Principles, with the principles reflected in policy and procedure; adhering to the core principles of harm reduction, person centered care, data informed planning, and low barriers to entry:</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>15) Agency/program collaborates or plans to collaborate with other entities to increase the number of clients served or improve services provided in our community:</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Points Possible: 21 (23% of total)</th>
<th>Points Awarded:</th>
</tr>
</thead>
</table>

### Section 4:
Review LOI and indicate how well the program meets the following criteria:

<table>
<thead>
<tr>
<th></th>
<th>Meets All Criteria (7 pts.)</th>
<th>Meets Some Criteria (5 pts.)</th>
<th>Unclear/Could Meet Criteria (3 pt.)</th>
<th>Does Not Meet Criteria (0 pts.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>16) Program seeks to increase supportive services to ensure clients are able to access housing faster when identified as homeless and be able to maintain housing long-term:</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>17) Program manages client and program data effectively and currently or plans to use data as a performance indicator:</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>18) Proposal demonstrates a high correlation to being able to make measurable progress to reduce homelessness for youth and families with children through system-wide collaborative initiatives:</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Points Possible: 21 (23% of total)</th>
<th>Points Awarded:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Total Points Possible: 85</th>
<th>Total Points Awarded:</th>
</tr>
</thead>
</table>

Do you recommend to approve this program acceptance to submit full application:

☐ Yes  ☐ No

*Specific definitions and terms can be found in the glossary of terms in Appendix A.*