

★ Roll Call Number

Agenda Item Number

23A

Date October 26, 2009

Communication from the Chair of the Polk County Housing Continuum Board recommending that the City Council approve the 2009 Supportive Housing Program Application as recommended by the Board.

Moved by \_\_\_\_\_ to adopt.

APPROVED AS TO FORM:

*Glenna K. Frank*

Glenna K. Frank  
Assistant City Attorney

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
COLEMAN				
HENSLEY				
KIERNAN				
MAHAFFEY				
MEYER				
VLASSIS				
TOTAL				

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

MOTION CARRIED APPROVED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk



# Polk County Housing Continuum

October 21, 2009

The Honorable Mayor and Members of the City Council

RE: U.S. Department of Housing and Urban Development (HUD) 2009 Continuum of Care Application

At the Wednesday, September 2, 2009 meeting of the Polk County Housing Continuum (PCHC) Board, approval was given to forward to the City Council, the following recommendations for funding applications for HUD's 2009 Supportive Housing Program (SHP) for Continuum of Care and Shelter Plus Care for the City of Des Moines.

Rank	Project Name	Project Type	Program Type	Component Type	Amount Requested
1	YMCA S+C	New/Bonus	Shelter Plus Care	Project-Based Rental Asst.	\$658,680
2	Primary Health Care - Enhancement	Renewal	Supp Housing	Supportive Services Only	\$256,108
3	Primary Health Care - Street Outreach	Renewal	Supp Housing	Supportive Services Only	\$84,999
4	House of Mercy - Capital Park	Renewal	Supp Housing	Permanent Housing	\$227,468
5	Iowa Homeless Youth Center - Lighthouse	Renewal	Supp Housing	Transitional Housing	\$288,266
6	House of Mercy - Transitional Housing	Renewal	Supp Housing	Transitional Housing	\$289,732
7	I-COUNT - HMIS	Renewal	Supp Housing	Homeless Management Information System	\$110,250
8	Anawim S+C #1	Renewal	Shelter Plus Care	Sponsor-Based Rental Asst.	\$811,296
9	Anawim S+C #2	Renewal	Shelter Plus Care	Sponsor-Based Rental Asst.	\$252,000
Total					\$2,978,799

### Des Moines Application Process

Due to the short turn around time to submit an application to HUD and the amount of lead time needed prior to submission to HUD, to present the City manager and City Council with the recommended projects, the application process began approximately 90 days before the NOFA was released. Notice was sent to the full Polk County Housing Continuum mailing list, representing approximately forty organizations, announcing the date and time of the application training and the submission deadline.

Consistent with HUD guidelines and in cooperation with City of Des Moines staff, the Polk County Housing Continuum developed an objective process to review, score and rank both renewal and new project applications directed toward meeting the goals of the HUD SHP program. There were eight renewal applications and one

new project application. The following process was used to review grant applications and develop the above recommendations.

**Scoring:**

The scoring of both renewal and new applications was done by an Independent Scoring Committee named by the Polk County Housing Continuum Board. Guidelines prohibited members of the Independent Scoring Committee from being associated with any organization seeking funds through the 2009 Continuum of Care application.

At their July 27, 2009 meeting, the Polk County Housing Continuum Executive Committee appointed the following individuals to serve on the Independent Scoring Committee:

- Justin Gross, Neighborhood Revitalization Board
- Susan Minks, City of Des Moines
- Corrine Lambert, United Way of Central Iowa
- Diane Foss, Iowa Department of Economic Development
- Amy Knudsen, Children and Families of Iowa
- Merlie Crowley, PCHC Coordinator.

Jim Cain, Director, Des Moines Area Interfaith Hospitality Network staffed the Continuum of Care Committee, and provided the committee training on the use of the score sheet and technical expertise on the Supportive Housing and Shelter Plus Care Programs. Bob Schulte, Federal Programs Administrator in the Housing Services Department and Julie Eberbach of the Institute for Community alliances provided technical assistance.

**Ranking:**

Applications for the renewal of existing projects were grouped together first in the project ranking chart and ranked by score, highest to lowest. Applications for new permanent affordable housing or for permanent affordable housing with supportive services projects were grouped together after the renewal applications in the project ranking chart and ranked by score, highest to lowest.

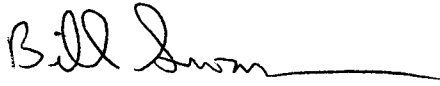
The PCHC board established the following priority for the 2009 SHP grant process: When accepting applications for new projects, only applications for new permanent housing projects would be considered.

At the August 5, 2009 meeting, the PCHC Board amended the ranking and prioritization procedures to reflect HUD's announced intention to award up to 15% of a continuum's pro rata need as a Permanent Housing Bonus if the continuum ranks a new permanent housing application first in its project ranking chart. Therefore, the PCHC Board adopted the policy that when accepting applications for new projects, accept only applications that provide for new permanent housing projects. The Board further approved a recommendation to designate the YMCA as the eligible applicant to apply for the Polk County Housing Continuum's Permanent Housing Bonus of \$250,790 because they submitted the only new permanent housing application and because they have additional units for which they can apply for Shelter Plus Care rental assistance.

The process of reviewing, ranking and scoring project applications for funding meets all known HUD guidelines and regulations governing review and approval of the U.S. Department of Housing and Urban Development (HUD) Continuum of Care Application. In addition the procedures and priorities for review and development of SHP projects as recommended by the Polk County Housing Continuum were approved by the City Council at their meeting on July 22, 2009 by Roll Call No. 09-1082.

Members of the PCHC Board are available for clarification or discussion of the application review process and/or recommendations for funding. Thank you for the consideration of the City of Des Moines.

Respectfully submitted,

A handwritten signature in black ink that reads "Bill Swanson". The signature is written in a cursive style with a long horizontal line extending to the right.

Bill Swanson, Chair  
Polk County Housing Continuum Board

cc: City Manager  
PCHC Board Members