

## 1A. SF-424 Application Type

**1. Type of Submission:** Application

**2. Type of Application:** Renewal Project Application

**If "Revision", select appropriate letter(s):**

**If "Other", specify:**

**3. Date Received:** 07/26/2018

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:** FL0677

**This is the first 6 digits of the Grant Number, known as the PIN, that will also be indicated on Screen 3A Project Detail. This number must match the first 6 digits of the grant number on the HUD approved Grant Inventory Worksheet (GIW).**

**Check to confirm that the Federal Award Identifier has been updated to reflect the most recently awarded grant number**

**6. Date Received by State:**

**7. State Application Identifier:**

# 1B. SF-424 Legal Applicant

## 8. Applicant

a. Legal Name: Homeless Coalition of Polk County, Inc.

b. Employer/Taxpayer Identification Number (EIN/TIN): 59-2993564

|  |                         |           |        |  |
|--|-------------------------|-----------|--------|--|
|  | c. Organizational DUNS: | 930257043 | PLUS 4 |  |
|--|-------------------------|-----------|--------|--|

## d. Address

Street 1: 328 W Highland Drive

Street 2:

City: Lakeland

County: Polk

State: Florida

Country: United States

Zip / Postal Code: 33813

## e. Organizational Unit (optional)

Department Name:

Division Name:

## f. Name and contact information of person to be contacted on matters involving this application

Prefix: Ms.

First Name: Laura Lee

Middle Name:

Last Name: Gwinn

Suffix:

Title: Executive Director

Organizational Affiliation: Homeless Coalition of Polk County, Inc.

Telephone Number: (863) 687-8386

**Applicant:** Homeless Coalition of Polk County, Inc.

930257043

**Project:** Coordinated Entry

160646

---

**Extension:** 1002

**Fax Number:** (863) 802-1436

**Email:** [lgwinn@polkhomeless.org](mailto:lgwinn@polkhomeless.org)

## 1C. SF-424 Application Details

**9. Type of Applicant:** M. Nonprofit with 501C3 IRS Status

**10. Name of Federal Agency:** Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Title:** CoC Program

**CFDA Number:** 14.267

**12. Funding Opportunity Number:** FR-6200-N-25

**Title:** Continuum of Care Homeless Assistance Competition

**13. Competition Identification Number:**

**Title:**

## 1D. SF-424 Congressional District(s)

**14. Area(s) affected by the project (State(s) only):** Florida  
(for multiple selections hold CTRL key)

**15. Descriptive Title of Applicant's Project:** Coordinated Entry

**16. Congressional District(s):**

**a. Applicant:** FL-015  
(for multiple selections hold CTRL key)

**b. Project:** FL-017, FL-015, FL-009  
(for multiple selections hold CTRL key)

**17. Proposed Project**

**a. Start Date:** 08/01/2018

**b. End Date:** 07/31/2019

**18. Estimated Funding (\$)**

**a. Federal:**

**b. Applicant:**

**c. State:**

**d. Local:**

**e. Other:**

**f. Program Income:**

**g. Total:**

## 1E. SF-424 Compliance

**19. Is the Application Subject to Review By State Executive Order 12372 Process?** b. Program is subject to E.O. 12372 but has not been selected by the State for review.

**If "YES", enter the date this application was made available to the State for review:**

**20. Is the Applicant delinquent on any Federal debt?** No

**If "YES," provide an explanation:**

## 1F. SF-424 Declaration

**By signing and submitting this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

**I AGREE:**

### 21. Authorized Representative

**Prefix:** Mr.

**First Name:** Michael

**Middle Name:**

**Last Name:** Brown

**Suffix:**

**Title:** President

**Telephone Number:** (863) 687-8386  
**(Format: 123-456-7890)**

**Fax Number:** (863) 802-1436  
**(Format: 123-456-7890)**

**Email:** michael.brown01@verizon.net

**Signature of Authorized Representative:** Considered signed upon submission in e-snaps.

**Date Signed:** 07/26/2018

# 1G. HUD 2880

**Applicant/Recipient Disclosure/Update Report - Form 2880  
U.S. Department of Housing and Urban Development  
OMB Approval No. 2510-0011 (exp.11/30/2018)**

## Applicant/Recipient Information

### 1. Applicant/Recipient Name, Address, and Phone

**Agency Legal Name:** Homeless Coalition of Polk County, Inc.

**Prefix:** Mr.

**First Name:** Michael

**Middle Name:**

**Last Name:** Brown

**Suffix:**

**Title:** President

**Organizational Affiliation:** Homeless Coalition of Polk County, Inc.

**Telephone Number:** (863) 687-8386

**Extension:**

**Email:** michael.brown01@verizon.net

**City:** Lakeland

**County:** Polk

**State:** Florida

**Country:** United States

**Zip/Postal Code:** 33813

**2. Employer ID Number (EIN):** 59-2993564

**3. HUD Program:** Continuum of Care Program

**4. Amount of HUD Assistance Requested/Received:** \$138,223.00

(Requested amounts will be automatically entered within applications)



**5. State the name and location (street address, city and state) of the project or activity:** Coordinated Entry 328 W Highland Drive  
Lakeland Florida

Refer to project name, addresses and CoC Project Identifying Number (PIN) entered into the attached project application.

**Part I Threshold Determinations**

**1. Are you applying for assistance for a specific project or activity?** Yes  
(For further information, see 24 CFR Sec. 4.3).

**2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9.** Yes

**Part II Other Government Assistance Provided or Requested/Expected Sources and Use of Funds**

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

| Department/Local Agency Name and Address | Type of Assistance | Amount Requested / Provided | Expected Uses of the Funds |
|--|--------------------|-----------------------------|----------------------------|
| HUD Snaps                                | CoC                | \$118,751.00                | HMIS                       |
| HUD Snaps                                | CoC                | 138223.0                    | Coordinated Entry          |
| HUD Snaps                                | CoC                | \$81,084.00                 | Planning                   |
| NA                                       | NA                 | \$0.00                      | NA                         |
| NA                                       | NA                 | \$0.00                      | NA                         |

**Part III Interested Parties**

You must disclose:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

| Alphabetical list of all persons with a | Social Security No. | Type of | Financial Interest | Financial Interest |
|---|---------------------|---------|--------------------|--------------------|
| Renewal Project Application FY2018      |                     | Page 9  | 08/16/2018         |                    |

| reportable financial interest in the project or activity<br>(For individuals, give the last name first) | or Employee ID No. | Participation | in Project/Activity (\$) | in Project/Activity (%) |
|---|--------------------|---------------|--------------------------|-------------------------|
| NA  | NA                 | NA            | \$0.00                   | 0%                      |
| NA  | NA                 | NA            | \$0.00                   | 0%                      |
| NA  | NA                 | NA            | \$0.00                   | 0%                      |
| NA  | NA                 | NA            | \$0.00                   | 0%                      |
| NA  | NA                 | NA            | \$0.00                   | 0%                      |

**Certification**

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional nondisclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

**I AGREE:**

**Name / Title of Authorized Official:** Michael Brown, President

**Signature of Authorized Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 07/26/2018

# 1H. HUD 50070

## HUD 50070 Certification for a Drug Free Workplace

**Applicant Name:** Homeless Coalition of Polk County, Inc.

**Program/Activity Receiving Federal Grant Funding:** CoC Program

**Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:**

|   |  |
|---|--|
| I certify that the above named Applicant will or will continue to provide a drug-free workplace by:   |  |
| a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.   | e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;   |
| b. Establishing an on-going drug-free awareness program to inform employees ---<br>(1) The dangers of drug abuse in the workplace<br>(2) The Applicant's policy of maintaining a drug-free workplace;<br>(3) Any available drug counseling, rehabilitation, and employee assistance programs; and<br>(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace. | f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---<br>(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or<br>(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; |
| c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;  | g. Making a good faith effort to continue to maintain a drugfree workplace through implementation of paragraphs a. thru f.   |
| d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---<br>(1) Abide by the terms of the statement; and<br>(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;                      |  |

**Sites for Work Performance.**

The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Workplaces, including addresses, entered in the attached project application. Refer to addresses entered into the attached project application.

**I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and**

|   |
|---|
| X |
|---|

**accurate.**

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

**Authorized Representative**

**Prefix:** Mr.

**First Name:** Michael

**Middle Name**

**Last Name:** Brown

**Suffix:**

**Title:** President

**Telephone Number:** (863) 687-8386  
**(Format: 123-456-7890)**

**Fax Number:** (863) 802-1436  
**(Format: 123-456-7890)**

**Email:** michael.brown01@verizon.net

**Signature of Authorized Representative:** Considered signed upon submission in e-snaps.

**Date Signed:** 07/26/2018

## **CERTIFICATION REGARDING LOBBYING**

### **Certification for Contracts, Grants, Loans, and Cooperative Agreements**

**The undersigned certifies, to the best of his or her knowledge and belief, that:**

**(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.**

**2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.**

**(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.**

### **Statement for Loan Guarantees and Loan Insurance**

**The undersigned states, to the best of his or her knowledge and belief, that:**

**If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file**

**the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.**

**I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate:**

|   |
|---|
| X |
|---|

**Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)**

**Applicant's Organization:** Homeless Coalition of Polk County, Inc.

**Name / Title of Authorized Official:** Michael Brown, President

**Signature of Authorized Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 07/26/2018

# 1J. SF-LLL

## DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352.

Approved by OMB0348-0046

HUD requires a new SF-LLL submitted with each annual CoC competition and completing this screen fulfills this requirement.

Answer "Yes" if your organization is engaged in lobbying associated with the CoC Program and answer the questions as they appear next on this screen. The requirement related to lobbying as explained in the SF-LLL instructions states: "The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action."

Answer "No" if your organization is NOT engaged in lobbying.

**Does the recipient or subrecipient of this CoC grant participate in federal lobbying activities (lobbying a federal administration or congress) in connection with the CoC Program?** No

**Legal Name:** Homeless Coalition of Polk County, Inc.

**Street 1:** 328 W Highland Drive

**Street 2:**

**City:** Lakeland

**County:** Polk

**State:** Florida

**Country:** United States

**Zip / Postal Code:** 33813

**11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.**

I certify that this information is true and complete.

X

**Authorized Representative**

**Prefix:** Mr.

**First Name:** Michael

**Middle Name:**

**Last Name:** Brown

**Suffix:**

**Title:** President

**Telephone Number:** (863) 687-8386  
**(Format: 123-456-7890)**

**Fax Number:** (863) 802-1436  
**(Format: 123-456-7890)**

**Email:** michael.brown01@verizon.net

**Signature of Authorized Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 07/26/2018



## **Information About Submission without Changes**

**After Part 1 is completed; including this screen, Recipient Performance screen, and Renewal Grant Consolidation screen, then Parts 2-6, are available for review as "Read-Only;" except for 3A, 7A and 7B which are mandatory for all projects to update. After project applicants finish reviewing all screens, they will be guided to a "Submissions without Changes" Screen. At this screen, if applicants decide no edits or updates are required to any screens other than the mandatory questions, they can submit without changes. However, if changes to the application are required, e-snaps allows applicants to open individual screens for editing, rather than the entire application. After project applicants select the screens they intend to edit via checkboxes, click "Save" and those screens will be available for edit. Importantly, once an applicant makes those selections and clicks "Save" the applicant cannot uncheck those boxes.**

**If the project is a first-time renewal or selects "Fully Consolidated" on the Renewal Grants Consolidation screen, the "Submit Without Changes" function is not available, and applicants must input data into the application for all required fields relevant to the component type.**

## **Recipient Performance**

**1. Has the recipient successfully submitted the APR on time for the most recently expired grant term related to this renewal project request?** No

**Explain why the APR for the most recently expired grant term related to this renewal project request has not been submitted.**

First-time renewal and grant term has not yet expired.

**2. Does the recipient have any unresolved HUD Monitoring and/or OIG Audit findings concerning any previous grant term related to this renewal project request?** No

**3. Has the recipient maintained consistent Quarterly Drawdowns for the most recent grant term related to this renewal project request?** No

**Explain why the recipient has not maintained consistent Quarterly Drawdowns for the most recent grant term related to this renewal project request.**

Grant agreement has not yet been received.



**4. Have any Funds been recaptured by HUD for the most recently expired grant term related to this renewal project request?** No

## Renewal Grant Consolidation Screen

HUD encourages the consolidation of renewal grants. As part of the FY 2018 CoC Program project application process, project applicants can request their eligible renewal projects to be part of a Renewal Grant Consolidation. This process can consolidate up to 4 renewal grants into 1 consolidated grant. This means recipients no longer must wait for grant amendments to consolidate grants. All projects that are part of a renewal grant consolidation must expire in Calendar Year (CY) 2019, as confirmed on the FY 2018 Final GIW, must be to the same recipient, and must be for the same component and project type (i.e., PH-PSH, PH-RRH, Joint TH/PH-RRH, TH, SSO, SSO-CE or HMIS).

1. Is this project application requesting to be part of a renewal grant consolidation in the FY 2018 CoC Program Competition? No  
If "No" click on "Next" or "Save & Next" below to move to the next screen.

## 2A. Project Subrecipients

This form lists the subrecipient organization(s) for the project. To add a subrecipient, select the  icon. To view or update subrecipient information already listed, select the view  option.

Total Expected Sub-Awards: \$0

| Organization                | Type | Type | Sub-Award Amount |
|-----------------------------|------|------|------------------|
| This list contains no items |      |      |                  |

### 3A. Project Detail

**1. Project Identification Number (PIN) of expiring grant:** FL0677

(e.g., the "Federal Award Identifier" indicated on form 1A. Application Type)

**2a. CoC Number and Name:** FL-503 - Lakeland, Winterhaven/Polk County CoC

**2b. CoC Collaborative Applicant Name:** Homeless Coalition of Polk County, Inc.

**3. Project Name:** Coordinated Entry

**4. Project Status:** Standard

**5. Component Type:** SSO

**6. Does this project use one or more properties that have been conveyed through the Title V process?** No

**7. Will this renewal project be part of a new application for a Renewal Expansion Grant?** No

### 3B. Project Description

**1. Provide a description that addresses the entire scope of the proposed project.**

The Coordinated Entry project provides staff at CE intake centers and will allow the CoC to add additional CE intake centers in the more remote parts of the catchment area. Funds will be used to staff intake centers located within service provider agencies. These staff members collect demographic data and perform an acuity assessment for each individual or family requesting homelessness assistance. This data is compiled into a Prioritization List, which is sorted by client acuity and is managed continuously. As provider services become available, clients are referred to an appropriate service provider based on their acuity. This project allows the CoC to minimize wait times at the CE intake centers and increase accessibility to CE throughout Polk County.

**2. Does your project have a specific population focus?** No

**3. Housing First**

**3a. Does the project quickly move participants into permanent housing?** Yes

**3b. Does the project ensure that participants are not screened out based on the following items? Select all that apply.**

|  |                                     |
|--|-------------------------------------|
| Having too little or little income   | <input checked="" type="checkbox"/> |
| Active or history of substance use   | <input checked="" type="checkbox"/> |
| Having a criminal record with exceptions for state-mandated restrictions           | <input checked="" type="checkbox"/> |
| History of victimization (e.g. domestic violence, sexual assault, childhood abuse) | <input checked="" type="checkbox"/> |
| None of the above  | <input type="checkbox"/>            |

**3c. Does the project ensure that participants are not terminated from the program for the following reasons? Select all that apply.**

|   |                                     |
|---|-------------------------------------|
| Failure to participate in supportive services | <input checked="" type="checkbox"/> |
| Failure to make progress on a service plan    | <input checked="" type="checkbox"/> |
| Loss of income or failure to improve income   | <input checked="" type="checkbox"/> |

|   |                                     |
|---|-------------------------------------|
| Any other activity not covered in a lease agreement typically found for unassisted persons in the project's geographic area | <input checked="" type="checkbox"/> |
| None of the above   | <input type="checkbox"/>            |

3d. Does the project follow a "Housing First" approach? Yes

4. Please select the type of SSO Project: Coordinated Entry

4a. Will the coordinated entry process funded in part by this grant cover the CoC's entire geographic area? Yes

4b. Will the coordinated entry process funded in part by this grant be easily accessible? Yes

4c. Describe the advertisement strategy for the coordinated entry process and how it is designed to reach those with the highest barriers to accessing assistance.

The strategy for advertising the Coordinated Entry process includes posting information regarding locations of the CE intake centers and their services on the HCPC website (www.polkhomeless.org), on flyers displayed at service provider locations, flyers and business cards distributed during outreach, and on flyers distributed at community events. Information about the CE intake centers is also shared with the county's United Way 211 referral system.

4d. Does the coordinated entry process use a comprehensive, standardized assessment process? Yes

4e. Describe the referral process and how the coordinated entry process ensures that participants are directed to appropriate housing and/or services.

As those experiencing homelessness present at agencies, via telephone, law enforcement, outreach, or emergency shelters, they are directed to the nearest CE intake center for assessment. For individuals who cannot access transportation to travel to an intake center, a CoC outreach specialist will engage the client in the field and perform intake/assessment at their location. Once intake/assessment is complete, the data is entered into HMIS and a referral is generated to HCPC for placement with a service provider. HCPC generates incoming referral reports continuously and contacts each client on the report to inform them that their request for assistance has been received and to explain the CE process. A daily Prioritization List, which sorts all clients by vulnerability, as measured by the VI-SPDAT or VI-FSPDAT, is generated daily by HCPC. When service providers notify HCPC of available beds/services, the next eligible client is referred immediately to that provider. HCPC follows up within 14 days to ensure that the provider has contacted the client. If a client chooses not to accept services from a provider for any reason, the client is returned to the Prioritization List to await another available provider to whom they can be referred.

4f. If the coordinated entry process includes differences in the access, entry, assessment, Yes

**or referral for certain populations, are those differences limited only to the following four groups: Individuals, Families, DV, and Youth?**



## 6A. Funding Request

1. Do any of the properties in this project have an active restrictive covenant? No
2. Was the original project awarded as either a Samaritan Bonus or Permanent Housing Bonus project? No
3. Does this project propose to allocate funds according to an indirect cost rate? No
4. Renewal Grant Term: 1 Year
5. Select the costs for which funding is being requested:
- |                     |                                     |
|---------------------|-------------------------------------|
| Leased Structures   | <input type="checkbox"/>            |
| Supportive Services | <input checked="" type="checkbox"/> |
| HMIS                | <input type="checkbox"/>            |

## 6D. Sources of Match

The following list summarizes the funds that will be used as Match for the project. To add a Matching source to the list, select the  icon. To view or update a Matching source already listed, select the  icon.

### Summary for Match

|                                     |          |
|-------------------------------------|----------|
| Total Value of Cash Commitments:    | \$34,600 |
| Total Value of In-Kind Commitments: | \$0      |
| Total Value of All Commitments:     | \$34,600 |

**1. Does this project generate program income as described in 24 CFR 578.97 that will be used as Match for this grant?**    No

| Match | Type | Source     | Contributor          | Date of Commitment | Value of Commitments |
|-------|------|------------|----------------------|--------------------|----------------------|
| Yes   | Cash | Government | SSVF subrecipient... | 10/01/2017         | \$34,600             |

## Sources of Match Detail

**1. Will this commitment be used towards Match?** Yes

**2. Type of Commitment:** Cash

**3. Type of Source:** Government

**4. Name the Source of the Commitment:** SSVF subrecipient MOU  
**(Be as specific as possible and include the office or grant program as applicable)**

**5. Date of Written Commitment:** 10/01/2017

**6. Value of Written Commitment:** \$34,600

## 6E. Summary Budget

The following information summarizes the funding request for the total term of the project. Budget amounts from the Leased Units, Rental Assistance, and Match screens have been automatically imported and cannot be edited. However, applicants must confirm and correct, if necessary, the total budget amounts for Leased Structures, Supportive Services, Operating, HMIS, and Admin. Budget amounts must reflect the most accurate project information according to the most recent project grant agreement or project grant agreement amendment, the CoC's final HUD-approved FY 2017 GIW or the project budget as reduced due to CoC reallocation. Please note that, new for FY 2017, there are no detailed budget screens for Leased Structures, Supportive Services, Operating, or HMIS costs. HUD expects the original details of past approved budgets for these costs to be the basis for future expenses. However, any reasonable and eligible costs within each CoC cost category can be expended and will be verified during a HUD monitoring.

| Eligible Costs                           | Total Assistance Requested for 1 year Grant Term (Applicant) |
|--|--|
| 1a. Leased Units                         | \$0  |
| 1b. Leased Structures                    | \$0  |
| 2. Rental Assistance                     | \$0  |
| 3. Supportive Services                   | \$131,548  |
| 4. Operating                             | \$0  |
| 5. HMIS                                  | \$0  |
| 6. Sub-total Costs Requested             | \$131,548  |
| 7. Admin (Up to 10%)                     | \$6,675  |
| 8. Total Assistance plus Admin Requested | \$138,223  |
| 9. Cash Match                            | \$34,600   |
| 10. In-Kind Match                        | \$0  |
| 11. Total Match                          | \$34,600   |
| 12. Total Budget                         | \$172,823  |

## 7A. Attachment(s)

| Document Type                           | Required? | Document Description | Date Attached |
|---|-----------|----------------------|---------------|
| 1) Subrecipient Nonprofit Documentation | No        |                      |               |
| 2) Other Attachmenbt                    | No        |                      |               |
| 3) Other Attachment                     | No        |                      |               |

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:**

## **7B. Certification**

### **A. For all projects:**

#### **Fair Housing and Equal Opportunity**

It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and regulations pursuant thereto (Title 24 CFR part I), which state that no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance, and will immediately take any measures necessary to effectuate this agreement. With reference to the real property and structure(s) thereon which are provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer, transferee, for the period during which the real property and structure(s) are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

It will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and with implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status or national origin.

It will comply with Executive Order 11063 on Equal Opportunity in Housing and with implementing regulations at 24 CFR Part 107 which prohibit discrimination because of race, color, creed, sex or national origin in housing and related facilities provided with Federal financial assistance.

It will comply with Executive Order 11246 and all regulations pursuant thereto (41 CFR Chapter 60-1), which state that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal contracts and shall take affirmative action to ensure equal employment opportunity. The applicant will incorporate, or cause to be incorporated, into any contract for construction work as defined in Section 130.5 of HUD regulations the equal opportunity clause required by Section 130.15(b) of the HUD regulations.

It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701(u)), and regulations pursuant thereto (24 CFR Part 135), which require that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project and contracts for work in connection with the project be awarded in substantial part to persons residing in the area of the project.

It will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and with implementing regulations at 24 CFR Part 8, which prohibit discrimination based on disability in Federally-assisted and conducted programs and activities.

It will comply with the Age Discrimination Act of 1975 (42 U.S.C. 6101-07), as amended, and implementing regulations at 24 CFR Part 146, which prohibit discrimination because of age in projects and activities receiving Federal financial assistance.

It will comply with Executive Orders 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by businesses owned and operated by members of minority groups and women.

If persons of any particular race, color, religion, sex, age, national origin, familial status, or disability who may qualify for assistance are unlikely to be reached, it will establish additional procedures to ensure that interested persons can obtain information concerning the assistance. It will comply with the reasonable modification and accommodation requirements and, as appropriate, the accessibility requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973, as amended.

**Additional for Rental Assistance Projects:**

If applicant has established a preference for targeted populations of disabled persons pursuant to 24 CFR 578.33(d) or 24 CFR 582.330(a), it will comply with this section's nondiscrimination requirements within the designated population.

**B. For non-Rental Assistance Projects Only.**

**20-Year Operation Rule.**

Applicants receiving assistance for acquisition, rehabilitation or new construction: The project will be operated for no less than 20 years from the date of initial occupancy or the date of initial service provision for the purpose specified in the application.

**15-Year Operation Rule – 24 CFR part 578 only.**

Applicants receiving assistance for acquisition, rehabilitation or new construction: The project will be operated for no less than 15 years from the date of initial occupancy or the date of initial service provision for the purpose specified in the application.

**1-Year Operation Rule.**

For applicants receiving assistance for supportive services, leasing, or operating costs but not receiving assistance for acquisition, rehabilitation, or new construction: The project will be operated for the purpose specified in the application for any year for which such assistance is provided.

**C. Explanation.**

Where the applicant is unable to certify to any of the statements in this certification, such applicant shall provide an explanation.

**Name of Authorized Certifying Official** Michael Brown

**Date:** 07/26/2018

**Title:** President

**Applicant Organization:** Homeless Coalition of Polk County, Inc.



**PHA Number (For PHA Applicants Only):**

**I certify that I have been duly authorized by the applicant to submit this Applicant Certification and to ensure compliance. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties . (U.S. Code, Title 218, Section 1001).**

|   |
|---|
| X |
|---|

## Submission Without Changes

**1. Are the requested renewal funds reduced from the previous award as a result of reallocation?** No

**2. Do you wish to submit this application without making changes? Please refer to the guidelines below to inform you of the requirements.** Make changes

**3. Specify which screens require changes by clicking the checkbox next to the name and then clicking the Save button.**

|   |                                     |
|---|-------------------------------------|
| <b>Part 2 - Subrecipient Information</b>              |                                     |
| 2A. Subrecipients                                     | <input checked="" type="checkbox"/> |
| <b>Part 3 - Project Information</b>                   |                                     |
| 3A. Project Detail                                    | <input checked="" type="checkbox"/> |
| 3B. Description                                       | <input checked="" type="checkbox"/> |
| <b>Part 4 - Housing Services and HMIS</b>             |                                     |
| <b>Part 5 - Participants and Outreach Information</b> |                                     |
| <b>Part 6 - Budget Information</b>                    |                                     |
| 6A. Funding Request                                   | <input checked="" type="checkbox"/> |
| 6D. Match   | <input checked="" type="checkbox"/> |
| 6E. Summary Budget                                    | <input checked="" type="checkbox"/> |
| <b>Part 7 - Attachment(s) &amp; Certification</b>     |                                     |
| 7A. Attachment(s)                                     | <input checked="" type="checkbox"/> |
| 7B. Certification                                     | <input checked="" type="checkbox"/> |

**The applicant has selected "Make Changes" to Question 2 above. Please provide a brief description of the changes that will be made to the project information screens (bullets are appropriate):**

First-time renewal. Data was not imported from last year and had to be entered again for this application.

**The applicant has selected "Make Changes". Once this screen is saved, the applicant will be prohibited from "unchecking" any box that has been checked regardless of whether a change to data on the corresponding screen will be made.**

## 8B Submission Summary

| Page  | Last Updated      |
|---|-------------------|
| <b>1A. SF-424 Application Type</b>          | 07/26/2018        |
| <b>1B. SF-424 Legal Applicant</b>           | No Input Required |
| <b>1C. SF-424 Application Details</b>       | No Input Required |
| <b>1D. SF-424 Congressional District(s)</b> | 07/26/2018        |
| <b>1E. SF-424 Compliance</b>                | 07/26/2018        |
| <b>1F. SF-424 Declaration</b>               | 07/26/2018        |
| <b>1G. HUD-2880</b>                         | 07/26/2018        |
| <b>1H. HUD-50070</b>                        | 07/26/2018        |
| <b>1I. Cert. Lobbying</b>                   | 07/26/2018        |
| Renewal Project Application FY2018          | Page 36           |
|   | 08/16/2018        |

|                                    |                   |
|------------------------------------|-------------------|
| <b>1J. SF-LLL</b>                  | 07/26/2018        |
| <b>Recipient Performance</b>       | 07/26/2018        |
| <b>Renewal Grant Consolidation</b> | 07/26/2018        |
| <b>2A. Subrecipients</b>           | No Input Required |
| <b>3A. Project Detail</b>          | 07/26/2018        |
| <b>3B. Description</b>             | 07/26/2018        |
| <b>6A. Funding Request</b>         | 07/26/2018        |
| <b>6D. Match</b>                   | 07/26/2018        |
| <b>6E. Summary Budget</b>          | No Input Required |
| <b>7A. Attachment(s)</b>           | No Input Required |
| <b>7B. Certification</b>           | 07/26/2018        |
| <b>Submission Without Changes</b>  | 07/26/2018        |