

AGENDA

Columbus and Franklin County, Ohio

Continuum of Care Meeting

Thursday, January 18, 2024

10:30am – 12:30pm

Hybrid

In-person: 355 E. Campus View Blvd., Suite 250, Columbus, OH 43235

Zoom:

<https://us02web.zoom.us/j/81557259522?pwd=STBzUTU0TEdLL0lFUDEwcGJ4ZXZxdz09>

Time	Item	Presenter	Action
10:30am	Welcome and Agenda Review	Michael Wilkos	
10:35am	Administrative Issues 〈 Approve minutes from September 15, 2023 meeting (A) 〈 Annual Financial Report (A) 〈 Annual PSH Cost Report (A)	Michael Wilkos Lianna Barbu	✓
11:30am	Strategic Issues 〈 Project Plans ○ CHN Scioto Rise (A) ○ CHN Knoll View Place (A) 〈 Prioritization for Ohio Housing Finance Agency tax credits (A)(R) 〈 CoC Action Plan (A)	Lianna Barbu Gillian Gunawan	✓ ✓
12:00pm	System & Community Framework Updates 〈 System and Program Indicator Report (A) 〈 Programming Updates	Lianna Barbu Steve Skovensky	
12:30pm	Adjourn		

Next Meetings:

〈 TBD

(A) = Attachment (H) = Handout (P) = Previously Distributed (R) = Resolution

SUMMARY

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The full meeting packet is posted on the CoC website [here](#).

Administrative Issues

Annual Financial Report and PSH Cost Report

Lianna Barbu will review the Annual Financial Report, comparing the FY23 budget to FY23 actuals for homelessness system programs. The PSH Annual Cost Report will be also reviewed.

Strategic Issues

Prioritization for Ohio Housing Finance Agency tax credits

***Decision required** – Review and recommend project prioritization for the 2024 OHFA tax credit application.*

The CoC will discuss and prioritize PSH projects for the 2024 OFHA tax credit competition. The CoC Board recommends CHN Scioto Rise Place and CHN Knoll View Place for prioritization for the 2024 OHFA tax credit competition.

FY24 CoC Action Plan

CSB has created a comprehensive CoC Action Plan per gaps identified in the CoC Application.

System and Community Framework Updates

Lianna will review the System and Program Indicator Report for the first quarter of FY24.

Steve will update the CoC with Programming Updates.

MINUTES

Columbus and Franklin County, Ohio

Continuum of Care Meeting

Friday, September 15, 2023

1:00pm – 3:00pm

Virtual Meeting

Continuum of Care (CoC) members (in attendance): Adam Troy, Beth Fetzer-Rice, Carl Landry, Scott Scharlach, Sue Villilo, Jeff Pattison, Malcolm Turner, Jim Rose, Alison Marker, Jonathan Welty, Kelsey Strausbaugh, Kier Scott, Emerald Hernandez-Parra, Lark Mallory, Michael Wilkos, Dr. Desiree Polk-Bland, Vivian Turner, Shannon Isom, Roxann Payne, Christopher Maitland, Sheila Prillerman, Sue Darby, Rei Scott, Tiara Ross, Marcus Johnson, Vunessa Allen-Martin (representing Felisha Lyons)

Community Shelter Board (CSB) staff: Lianna Barbu, Steve Skovensky, Kirstin Jones, Gillian Gunawan

Continuum of Care (CoC) members (not in attendance): Sonya Higginbotham (Worthington Industries), Buck Bramlish (Veterans Service Commission), Tina Rutherford (Franklin County Children Services), Le-Ann Harris (OhioHealth), Lt. Kyle Kincade (Columbus Police Department), Donna Mayer (Legal Aid Society of Columbus), Dr. Maria Houston (LSS CHOICES), Emily Savors (The Columbus Foundation), Frank Beel (Twin Valley Behavioral Healthcare), Hannah Estabrook (Sanctuary Night), Genee Cosby (Franklin County), Chanda I. Wingo (Franklin County Office on Aging), Nathan P Wymer (CSB Board), Terri Power (Corporation for Supportive Housing)

Administrative Issues

Approve minutes from June 7, 2023 meeting

Michael Wilkos asked for additions to and approval of the minutes from the June 7, 2023 CoC meeting. Sheila Prillerman motioned, Kelsey Strausbaugh seconded, and the CoC approved. Tiara Ross and Desiree Polk-Bland abstained from the vote.

Recommend shifting meetings to hybrid/in person

Michael asked if CoC members agree to shifting meetings to hybrid, with the option to meet either virtually or in-person. The meetings would be hosted either at United Way or CSB. Carl Landry appreciates the virtual option in terms of flexibility. The CoC members agreed to the recommendation.

Workgroup updates: DEI strategy subgroup

- ⟨ Shannon asked CoC members to seriously consider joining a DEI strategy subgroup. She explained that, in the CoC Application, we are ranked and scored against other

CoCs and DEI is an important component to be scored well. She suggested that CoC Board members and/or designee involvement in a subgroup instead of delegating the DEI project strictly to CSB.

- ⟨ The subgroup would be comprised of 8-10 diverse voices and perspectives. The subgroup would meet periodically throughout the year, in order to ensure we can confidently answer DEI-related questions on next year's CoC Application.
- ⟨ Michael will email a formal ask to the CoC. Otherwise, members can reach out to CSB.

FY23 CoC Application and Project Priority Listing

Review and approve new and renewal Project Prioritization, Scoring and Ranking Policy and Procedure

- ⟨ HUD released the FY 2023 Notice of Funding Opportunity (NOFO) on 7/5, but the application was not made available to us for another 3 weeks, shortening our time to work on the application.
- ⟨ Lianna explained the different funding levels: Tier 1 projects are guaranteed to renew and Tier 2 projects are at risk of losing funding if our CoC is not competitive enough. HUD raised the Tier 2 percentage from 5 to 7% this year meaning that more funding is at risk if our CoC does not score well.
- ⟨ Lianna highlighted the proposed major change in how we rate new projects competing for bonus funding; points have been added to the scoring matrix to account for feedback from the Citizens Advisory Council, the maximum points available are 7.

Review and approve the 2023 CoC Project Priority Listing, review renewal project ranking, review new project ranking

- ⟨ Projects in the Priority Listing document highlighted in blue are the new, competitive projects in ranked order.
 - YMCA/CMHA McKinley applied for Supportive Services funding. The CoC Board ranked the YMCA/Beacon Communities 80 S. 6th St project in the May meeting. Beacon Communities was not ready for the CoC Competition and withdrew. McKinley Manor is replacing the Beacon project. The project applied for but did not receive State ODOD funding, so is seeking CoC funding to fill a funding gap for front desk staff. This is a replacement project for the now-closed YMCA 40 West Long St; the project is set to open in the fall or winter of this year. YMCA is requesting \$262,000 in CoC funding. The project application lost 1 point due to not providing a healthcare match.
 - Homefull Leasing Expansion applied for Supportive Services and Operating funding. The application lost points due to not having a healthcare match. Additionally, because the project is an Expansion of the existing Homefull

Leasing program, the application lost points due to issues with maintaining occupancy in the Leasing program.

- Community Housing Network (CHN) submitted two applications for new single-site PSH developments which are predicted to open in Fall 2026: (3) Deer Hill Place and (4) Knoll View Place. The applications lost points for not having identified all sources of capital and for not having a 25% healthcare match. Deer Hill Place was prioritized by CHN first because CHN has site control. CHN does not yet have site control for Knoll View Place.
- ⟨ The project in the Priority Listing document highlighted in purple is the non-competitive DV Bonus project.
 - LSS CHOICES applied for a Joint TH-RRH project. The application lost points because the project will not leverage non-HUD housing resources or a health care resource; the project will refer clients to LSS Faith Mission Health Center but no funds are associated with this relationship.
- ⟨ Projects in the Priority Listing document highlighted in pink, CoC Planning and CoC UFA, are not scored or ranked.
- ⟨ Projects in the Priority Listing document highlighted in orange were not ranked competitively.
 - YHDP projects are noncompetitive this year, but we predict they will become competitive in 2024. Because of that, the spreadsheet shows the number of points the YHDP projects could receive.
 - The two newly awarded projects, N^^ Berwyn East and CFSH DV SSO-CE, were not ranked because the projects have not yet begun and do not have performance experience.
 - Homefull TRA Mainstream/EHV is not brand new, but is still in the process of leasing up. It was not ranked to guarantee continued funding and because the project is not yet fully operational.
 - CSB HMIS cannot be scored like other projects, so is always ranked last in Tier 1.
- ⟨ Lianna highlighted the overall balance left on the most recently closed HUD grant. This past grant year, CoC projects did not spend \$769,000, over \$500,000 of which is from YHDP. The lack of YHDP spenddown is due to the same reasons as last year, such as youth programs not having enough staff or youth to use all funding. But, overall, there was a significantly lower amount of funds not used in regular renewal projects this year compared to last.

Review and approve the 2023 CoC Application

- ⟨ Lianna explained that CSB completed the CoC Application narrative and attachments and managed 42 partner agency project applications this year. She reviewed the CoC narrative.

- We do not currently have a local jail connection, but a meeting is set for October.
 - The Strategic Plan to End Homelessness was updated in 2022.
 - One of the CoC's big goals is to involve organizations that previously have not received HUD funding; in the application, we describe efforts to bring in new partners. The Center for Family Safety and Healing is a new partner, and, through this year's application, LSS CHOICES is a potential new partner.
 - CSB is on the Emergency Solutions Grant state advisory council.
 - Questions about addressing the needs of DV survivors were significantly expanded this year. CFSH was able to step in to answer some questions, however, we do not have complete responses to this section. We will work closer with CFSH and CHOICES going forward to get the DV system working better together; this is a clear gap in our system.
 - We work closely with the Columbus Metropolitan Housing Authority for a variety of vouchers. New projects can receive points for bringing more vouchers to the system.
 - We will gain points for the increased number of RRH beds reported on the Housing Inventory Chart.
 - This year, we increased capacity for non-congregate sheltering; in our CoC, we use hotels for Overflow shelter.
 - Questions addressing DEI work showed that our CoC's current work is insufficient.
 - HUD wants to see more advocacy from CoCs to increase affordable housing supply.
 - Reducing length of time homeless is a key goal, which can be achieved through increased access to permanent housing.
- ⟨ Overall, our CoC is requesting \$22 million in new and renewal Continuum of Care funding.

Michael Wilkos asked for a motion to approve the resolution to approve the 2023 Continuum of Care Application and Project Ranking. Carl Landry moved, Roxann Payne seconded, and the CoC approved. Kelsey Strausbaugh, Sue Darby, and Beth Fetzer-Rice abstained from the vote.

Strategic Issues

DEI Strategy progress

- ⟨ Shannon stated that the main action item is ensuring we have a strong subcommittee. She emphasized that the strategy is not necessarily about diversity, it is more about equity. The subcommittee will consistently look at representation on the CoC.

- ⟨ She highlighted the biggest gap: our CoC is flat-footed with our response to DV. She emphasized that we do not have any representation from the State Coalition on Domestic Violence or the State Coalition on Sexual Violence. She stated that both class and equity show up in gender-based violence. Although we have partners within the space, the concern is that that information is not getting to the CoC to review best practice strategies and increase comprehension as part of an overall system of care.

System & Community Framework Updates

Programming Updates

Steve provided updates on the Homelessness Prevention Network (HPN), Winter Warming Centers, and Non-Congregate Hotel Stays/Direct Cash Transfer pilot.

- ⟨ Scaling up the Homelessness Prevention Network
 - HPN was a 3-year pilot demonstration funded by Nationwide Foundation with support from Cardinal Health and Battelle.
 - The goal was to expand in the community beyond the current targeted homelessness prevention programs through Gladden (families) and HFF (pregnant women).
 - The demonstration began in October 2020 and expanded prevention's scope with increasing the number of Access Points, as opposed to just the Homeless Hotline. The demonstration ended June 2023, with the network having expanded from 8 to 11 partners.
 - Now, HPN is planning for year 4. The plan is to tie in with larger efforts around stable housing; CSB partnered with the City, County, Affordable Housing Alliance, IMPACT, and others to form the Central Ohio Stable Housing Network.
 - HPN has been scaled up to include more efforts around prevention/housing stability as the main aspects to preventing homelessness; the City of Columbus is funding 28 housing resource specialist positions using ERA funding, increasing the Network's partners from 11 to 28, and using a 3-tier model piloted during HPN with the idea of access points being service providers and engaging families and expanding resources for singles.
 - Some new partners are Somali Link, Star House, Make-a-Day Foundation, and Jewish Family Services.
 - HPN is still in the formation phase and has not yet officially begun, with a goal of soft launching in early October.
- ⟨ Warming Center Planning
 - Steve spoke on the Winter Warming Center initiative. The City would like to establish 4 new warming centers this winter, one for each area across

Columbus. CSB is leading the effort, and sees this as an opportunity to engage with people who do not otherwise typically access shelter, such as youth, couples, people with pets, and so on.

- CSB is currently in the process of identifying locations.
- Steve called the CoC to action, asking members to consider if they have any partners or connections that may have a location that can be used. Each location can have a capacity of 40 or less; ideally, could be non-congregate if there were individual rooms; we want the locations to be small and community-based.
- Sheila shared her understanding of warming centers as a location that is open between 7am and 5pm, which a person can go and be safe and warm, but only during those daytime hours. She asked if the new warming centers will follow this model. Steve explained that our approach this year will have some partners providing services and operations, and others will provide the location itself. We want to have safe overnight options for people, with the goal to be open 24/7. The locations can also function as daytime warming centers, as Sheila described. A flexible approach, for example, would be to have both overnight and daytime centers run as the same program, but in different locations.
- Steve provided more details: we want a strong service coordination component to tie into housing work. The biggest difference this year lies in the lower capacity; making sure there is an equitable way to enter the warming center (by not requiring a referral from the homeless hotline); from there, having conversations with each individual. He posed the question: how do we utilize a warming center for someone experiencing street homelessness?
 - Roxann Payne, representing Mt Carmel, our system's Outreach provider, added that the difference comes into play in conversations we have with community members; helping people to understand that warming centers are not shelter; it is more a matter of explaining what the warming center is able to provide, what resources are available, and trying to determine interest.
 - Sheila asked if someone who is on the waitlist to enter shelter can go to a warming center without losing their spot on the waitlist, and how many nights a client will be allowed to stay. Roxann explained that warming center teams can help people transition into shelter. Steve added that, once warming centers are open, the system will also be in winter overflow expanded bed capacity, so there won't be that same waiting list for shelter. It has not yet been established how long clients will be allowed to stay.
 - Sheila volunteered to help out at one of the centers once open.

- Alison Marker asked if CSB has leads for locations, and the goal timeline. The goal opening date will be November 15 or December 1, depending on when the weather turns cold, and the centers will stay open through February. Steve answered that we have some leads but want to examine all possible options; we want centers to be close to transportation and other resources; once we have locations we will begin community engagement to really have some positive energy in the community around the need; we need communities to be part of this effort.
 - Shannon concluded that we need capacity and resources, CSB will walk alongside other entities in partnership; we need more partners to collaborate.
- ⟨ Non-Congregate Hotel Stays/Direct Cash Transfers pilot
- There is a particular need for non-congregate hotel stays for families who are not working with RRH to get them.
 - Direct Cash Transfers is a pilot program for up to 30 families that YWCA engages. The idea is that direct cash assistance will better help to resolve shelter stays.
 - Jim Rose asked how much on average is disbursed. Steve explained that families can be given up to \$1,500, and can choose to receive that as a one-time payment or incrementally over a series of months. YWCA Family Center is working out participant agreements; the ethos is around trusting that clients know best what they need to resolve their crisis.
 - He added the caveat to recognize that this is a pilot, an emerging practice, and not everyone will be successful,
 - Michael commented that there is growing Trust-Based Philanthropy around the country, wherein people provide unrestricted funding to nonprofits with the trust that non-profits know what is best and will spend it appropriately; he thinks there is value in the experiment.

The National Homeless Services Workforce Study

- ⟨ This Brief Description of Workers in the U.S. Homeless Services summarizes the results of a survey administered to 1,060 people.
- ⟨ Results include demographics of the participants, annual income from homeless services jobs, satisfaction with work-based benefits, and turnover risk indicators, where almost 40% said they are doing at least one of the three: actively looking for a new job, plans to quit in next 12 months, often considers quitting.
- ⟨ Roughly 40% of participants said these were major sources of stress:
 - Staff shortages and staff turnover
 - Fighting against the system

- Lack of resources to do their job
 - Low pay or unfair compensation
 - Feeling unable to help or do enough
 - Burnout or compassion fatigue
- ⟨ More information can be found on the website: www.NHSWS.com

4th Quarter SPIR

- ⟨ Lianna called attention to four partners for their outstanding performance: Gladden Community House, Home for Families, Huckleberry House, and Netcare.
- ⟨ She highlighted the Family Dashboard: this quarter saw a record high shelter occupancy, caused by record length of stay for families in shelter and unsuccessful exits, with only 33% successfully exiting to Permanent Housing.
- ⟨ Our shelters are dealing with a waitlist for the first time in 3 years.

Meeting adjourned.

Action Items for Next Meeting

Topic	Items	Due
DEI Strategy	CSB will put out a call for DEI Committee representation to the CoC	October 2023
DEI Strategy	CoC members will consider representation on the DEI Committee	October 2023

Community Shelter Board
Financial Status Report - Operations and Services

July 1, 2022 - June 30, 2023

Budgeted Revenue (12 mos.) Sources of Funds	
ADAMH/ODMH	1,732,178
City of Columbus ESG	588,501
City of Columbus Other	9,342,559
Franklin County ESG/CDBG	74,163
Franklin County Other	6,025,490
State of Ohio	2,121,230
HUD CoC	17,762,810
Other Government Grants (HOME, FCCS, other leveraged)	2,834,112
CMHA Section 8-project & tenant based based	7,928,238
United Way of Central Ohio	750,000
Medicare and Medicaid	529,652
Tenant Rent/Fees	2,210,209
Other Private Contributions/Grants	9,771,970
Other (includes Covid-19)	4,720,126
Total CSB Sources	40,547,969
Partner Agency Leveraged Funds	25,843,269
Total	66,391,238

Actual Revenue (12 mos.) Sources of Funds				% Variance
	CSB Sources	Leverage	Total Sources	
ADAMH/ODMH	-	1,450,688	1,450,688	84%
City of Columbus ESG	584,933	-	584,933	99%
City of Columbus Other	10,748,843	2,096,564	12,845,407	137%
Franklin County ESG/CDBG	139,163	-	139,163	188%
Franklin County Other	5,983,732	672,401	6,656,133	110%
State of Ohio	2,522,239	-	2,522,239	119%
HUD CoC	16,808,056	-	16,808,056	95%
Other Government Grants (HOME, FCCS, HOPWA, Ryan White other leveraged)	558,871	2,879,078	3,437,949	121%
CMHA/EHV Section 8-project based	187,691	7,376,129	7,563,820	95%
United Way of Central Ohio	735,000	15,000	750,000	100%
Medicare and Medicaid	-	293,929	293,929	55%
Tenant Rent/Fees	-	2,518,784	2,518,784	114%
Other Private Contributions/Grants	1,715,052	4,629,289	6,344,341	65%
Other (includes Covid-19)	2,699,495	3,891,390	6,590,885	140%
Total CSB Sources	42,683,075	25,823,252	68,506,327	105%
			-	
Partner Agency Leveraged Funds		25,823,252		100%
Total			68,506,327	103%

07/22 - 06/23 Budget (12 Months)

Expenses	Total	Leveraged Funds	CSB Portion
Shelter & Outreach			
Equitas/CSB - Non-Congregate Shelter for Unsheltered	-	-	-
Lutheran Social Services - Faith Mission Shelters	6,300,153	5,108,320	1,191,833
Maryhaven - The Engagement Center Shelter	1,565,508	1,219,111	346,397
Southeast - Friends of the Homeless Shelter	1,807,848	943,369	864,479
YMCA - Van Buren Single Adult Shelters	2,446,960	93,355	2,353,605
YMCA - Van Buren Family Shelter	2,078,604	23,355	2,055,249
YWCA - Family Center	1,821,330	675,000	1,146,330
Lower Lights - Health Care Services	97,900	-	97,900
Mt. Carmel - Outreach	794,809	503,609	291,200
CSB Sex Offenders Shelter	60,000	-	60,000
CSB Sawyer Tower Relocation	-	-	-
YMCA/CSB - Shelter for Isolation and Quarantine	684,900	-	684,900
Columbus Coalition for the Homeless - Winter Warming Center	-	-	-
Community Development for All People - Winter Warming Center	-	-	-
Prevention and Diversion			
Gladden Community House - Family Homelessness Prevention	590,000	40,000	550,000
Gladden Community House - FCCS Family Homelessness Prevention	164,628	12,628	152,000
Gladden Community House - Family Diversion	180,379	-	180,379
Home for Families - Homelessness Prevention for Expectant Mothers	202,200	-	202,200
Home for Families - Resiliency Bridge	1,275,667	1,119,000	156,667
Huckleberry House - YHDP TAY CARR	376,562	95,670	280,892
Netcare Access - CPOA/Homeless Hotline	606,753	-	606,753
Rapid Re-Housing/Transitional Housing			
Homefull - Single Adult Rapid Rehousing	374,790	-	374,790
Home for Families - Family Rapid Rehousing	688,631	-	688,631
Home for Families - Family Rapid Rehousing Intensive	84,000	-	84,000
Home for Families - YHDP RRH and Transition to Home TH/RRH	3,005,373	540,453	2,464,920
Home for Families - Pregnant Women Housing C1 HP and RRH	1,089,967	448,863	641,104
Huckleberry House - Transitional Living Program TH	686,813	454,678	232,135
The Salvation Army - Family Rapid Rehousing	661,295	80,356	580,939
The Salvation Army - Family Rapid Rehousing Job2Housing	473,088	65,487	407,601
VOA - Family Rapid Rehousing	518,632	184,178	334,454
YMCA - Rapid Rehousing DV	1,723,188	366,822	1,356,366
YMCA - Family Rapid Rehousing	90,000	-	90,000
YMCA - Single Adult Rapid Rehousing and Expansion	1,870,744	-	1,870,744
Permanent Supportive Housing			

07/22 - 06/23 Actual Expenses (12 Months)

Total per agency	Actual Expenditures from Other Sources	CSB Portion reported by CSB	\$ CSB Variance	% CSB Variance	% Leverage Variance	\$ Overall Variance	% Overall Variance	HH Served/ Capacity	Total Cost per HH served / Capacity	CSB Cost per HH served / Capacity	Successful HHs	Total Cost per Successful HH	CSB Cost per Successful HH
309,477	-	309,477	309,477			309,477		13	23,806	23,806	6	51,579	51,579
8,572,229	5,751,012	2,821,217	1,629,384	237%	113%	2,272,076	136%	1,456	5,888	1,938	286	29,973	9,864
1,612,079	1,219,111	392,968	46,571	113%	100%	46,571	103%	660	2,443	595	166	9,711	2,367
1,748,153	640,431	1,107,722	243,243	128%	68%	(59,695)	97%	1,396	1,252	793	76	23,002	14,575
3,439,672	163,325	3,276,347	922,742	139%	175%	992,712	141%	2,786	1,235	1,176	199	17,285	16,464
2,281,019	44,410	2,236,609	181,360	109%	190%	202,415	110%	650	3,509	3,441	122	18,697	18,333
3,350,517	1,045,752	2,304,765	1,158,435	201%	155%	1,529,187	184%	261	12,837	8,831	118	28,394	19,532
-	-	-	(97,900)			(97,900)					-		
731,587	509,507	222,080	(69,120)	76%	101%	(63,222)	92%	235	3,113	945	62	11,800	3,582
55,249	-	55,249	(4,751)	92%		(4,751)	92%	53	1,042	1,042	-		
851,797	-	851,797	851,797			851,797					-		
435,440	-	435,440	(249,460)	64%		(249,460)	64%	102	4,269	4,269	-		
320,028	-	320,028	320,028			320,028		248	1,290	1,290	-		
244,980	-	244,980	244,980			244,980					-		
430,229	-	430,229	(119,771)	78%		(159,771)	73%	596	722	722	433	994	994
127,446	-	127,446	(24,554)	84%		(37,182)	77%	111	1,148	1,148	80	1,593	1,593
162,394	-	162,394	(17,985)	90%		(17,985)	90%	1,926	84	84	740	219	219
134,244	-	134,244	(67,956)	66%		(67,956)	66%	58	2,315	2,315	22	6,102	6,102
1,111,145	828,287	282,858	126,191	181%	74%	(164,522)	87%	73	15,221	3,875	30	37,038	9,429
380,772	147,719	233,053	(47,839)	83%	154%	4,210	101%	190	2,004	1,227	54	7,051	4,316
631,753	-	631,753	25,000	104%		25,000	104%	10,949	58	58	2,302	274	274
423,734	-	423,734	48,944	113%		(183,019)	113%	109	3,887	3,887	37	11,452	11,452
583,281	-	583,281	(105,350)	85%		583,281	85%	136	4,289	4,289	57	10,233	10,233
257,990	-	257,990	173,990	307%		(116,800)	307%	65	3,969	3,969	31	8,322	8,322
2,097,293	-	2,097,293	(367,627)	85%		1,408,662	70%	278	7,544	7,544	79	26,548	26,548
1,474,998	493,602	981,396	340,292	153%	110%	1,390,998	135%	128	11,523	7,667	89	16,573	11,027
799,352	525,318	274,034	41,899	118%	116%	112,539	116%	43	18,590	6,373	16	49,960	17,127
294,666	75,000	219,666	(361,273)	38%	93%	210,666	45%	67	4,398	3,279	29	10,161	7,575
252,248	-	252,248	(155,353)	62%	0%	(2,753,125)	53%	40	6,306	6,306	23	10,967	10,967
320,842	143,445	177,397	(157,057)	53%	78%	(769,125)	62%	67	4,789	2,648	33	9,722	5,376
635,440	86,569	548,871	(807,495)	40%	24%	(25,855)	37%	150	4,236	3,659	56	11,347	9,801
69,033	-	69,033	(20,967)	77%		(404,055)	77%	82	842	842	24	2,876	2,876
1,736,855	-	1,736,855	(133,889)	93%		1,218,223	93%	560	3,102	3,102	184	9,439	9,439

Community Shelter Board
Financial Status Report - Operations and Services

Expenses	Total	Leveraged Funds	CSB Portion	Total per agency	Actual Expenditures from Other Sources	CSB Portion reported by CSB	\$ CSB Variance	% CSB Variance	% Leverage Variance	\$ Overall Variance	% Overall Variance	HH Served/ Capacity	Total Cost per HH served / Capacity	CSB Cost per HH served / Capacity	Successful HHs	Total Cost per Successful HH	CSB Cost per Successful HH		
CHN - Briggsdale	970,225	784,620	185,605	1,061,408	809,417	251,991	66,386	136%	103%	91,183	109%	65	16,329	3,877	63	16,848	4,000		
CHN - Cassady	167,229	115,904	51,325	138,035	86,710	51,325	-	100%	75%	(29,194)	83%	10	13,804	5,133	12	11,503	4,277		
CHN - Creekside	482,027	482,027	-	859,480	859,480	-	-		178%	377,453	178%	23	37,369	-	20	42,974	-		
CHN - E. Fifth Ave.	666,652	388,278	278,374	723,705	442,797	280,908	2,534	101%	114%	57,053	109%	38	19,045	7,392	40	18,093	7,023		
CHN - Family Homes	143,714	130,404	13,310	19,403	3,439	15,964	2,654	120%	3%	(124,311)	14%	10	1,940	1,596	14	1,386	1,140		
CHN - Inglewood	635,084	520,519	114,565	747,561	555,013	192,548	77,983	168%	107%	112,477	118%	45	16,612	4,279	46	16,251	4,186		
CHN - Marsh Brook	810,338	422,280	388,058	798,291	410,233	388,058	-	100%	97%	(12,047)	99%	40	19,957	9,701	41	19,471	9,465		
CHN - N. 22nd	374,523	319,568	54,955	382,333	327,378	54,955	-	100%	102%	7,810	102%	30	12,744	1,832	32	11,948	1,717		
CHN - Parsons Place	1,000,513	641,160	359,353	851,320	549,806	301,514	(57,839)	84%	86%	(149,193)	85%	62	13,731	4,863	65	13,097	4,639		
CHN - Safe Haven	336,875	147,924	188,951	295,805	154,227	141,578	(47,373)	75%	104%	(41,070)	88%	13	22,754	10,891	13	22,754	10,891		
CHN - Southpoint	883,038	652,332	230,706	1,097,138	858,563	238,575	7,869	103%	132%	214,100	124%	46	23,851	5,186	50	21,943	4,772		
CHN - Terrace	770,422	577,049	193,373	763,636	485,057	278,579	85,206	144%	84%	(6,786)	99%	47	16,248	5,927	47	16,248	5,927		
CHN - Wilson	148,271	81,992	66,279	93,385	69,678	23,707	(42,572)	36%	85%	(54,886)	63%	8	11,673	2,963	8	11,673	2,963		
Equitas - TRA	1,964,086	1,126,467	837,619	1,858,316	1,148,996	709,320	(128,299)	85%	102%	(105,770)	95%	89	20,880	7,970	88	21,117	8,060		
Homefull - Isaiah Project	2,309,321	209,779	2,099,542	2,338,535	163,553	2,174,982	75,440	104%	78%	29,214	101%	160	14,616	13,594	167	14,003	13,024		
Homefull - Leasing	1,934,183	195,750	1,738,433	1,976,651	142,458	1,834,193	95,760	106%	73%	42,468	102%	217	9,109	8,453	146	13,539	12,563		
Homefull - SRA	2,003,559	100,610	1,902,949	1,235,282	-	1,235,282	(667,667)	65%		(768,277)	62%	100	12,353	12,353	116	10,649	10,649		
Homefull - TRA	1,864,826	67,210	1,797,616	2,521,577	-	2,521,577	723,961	140%		656,751	135%	261	9,661	9,661	236	10,685	10,685		
Homefull - TRA Mainstream/EHV	786,357	-	786,357	711,645	-	711,645	(74,712)	90%		(74,712)	90%	398	1,788	1,788	317	2,245	2,245		
Maryhaven - Commons at Chantry	558,107	341,284	216,823	572,886	341,284	231,602	14,779	107%	100%	14,779	103%	50	11,458	4,632	51	11,233	4,541		
NCR - Commons at Buckingham	1,033,471	792,772	240,699	1,018,544	713,321	305,223	64,524	127%	90%	(14,927)	99%	77	13,228	3,964	77	13,228	3,964		
NCR - Commons at Grant	762,960	522,260	240,700	794,004	303,827	490,177	249,477	204%	58%	31,044	104%	54	14,704	9,077	57	13,930	8,600		
NCR - Commons at Livingston	849,859	750,077	99,782	739,415	640,245	99,170	(612)	99%	85%	(110,444)	87%	69	10,716	1,437	71	10,414	1,397		
NCR - Commons at Third	971,164	730,465	240,699	887,247	639,054	248,193	7,494	103%	87%	(83,917)	91%	71	12,496	3,496	71	12,496	3,496		
NCR - Van Buren Village	779,479	640,620	138,859	215,425	75,496	139,929	1,070	101%	12%	(564,054)	28%	60	3,590	2,332	64	3,366	2,186		
NCR - Youth Housing	413,440	201,157	212,283	143,277	-	143,277	(69,006)	67%		(270,163)	35%	20	7,164	7,164	1	143,277	143,277		
VOA - Family Supportive Housing	682,803	112,170	570,633	791,425	190,792	600,633	30,000	105%	170%	108,622	116%	38	20,827	15,806	42	18,843	14,301		
YMCA - Touchstone, Transition 40W/SRA	1,313,978	650,234	663,744	3,730,675	3,078,810	651,865	(11,879)	98%	473%	2,416,697	284%	134	27,841	4,865	179	20,842	3,642		
YMCA - Franklin Station	1,115,194	688,500	426,694	1,285,209	688,500	596,709	170,015	140%	100%	170,015	115%	75	17,136	7,956	73	17,606	8,174		
YMCA - Scattered Sites HOME	534,002	-	534,002	559,793	-	559,793	25,791	105%		25,791	105%	55	10,178	10,178	52	10,765	10,765		
YWCA - WINGS	1,777,974	1,475,603	302,371	2,134,002	1,301,333	832,669	530,298	275%	88%	356,028	120%	91	23,451	9,150	85	25,106	9,796		
Crisis Services in Shelters and Housing																			
Shelter & Transitional Housing	742,824	-	742,824	196,020	-	196,020	(546,804)	26%		(546,804)	26%								
Permanent Supportive Housing	1,219,176	-	1,219,176	376,987	-	376,987	(842,189)	31%		(842,189)	31%								
DCA																			
Transtion & Rapid Rehousing	2,344,443	-	2,344,443	757,981	-	757,981	(1,586,462)	32%		(1,586,462)	32%								
Homelessness Prevention Programs	720,399	-	720,399	843,692	-	843,692	123,293	117%		123,293	117%								
Total	\$ 66,391,238	\$ 25,843,269	\$ 40,547,969	\$ 69,396,029	\$ 26,712,954	\$ 42,683,075	\$ 2,135,106	105%	105%	5,997,970	105%								
\$ 66,391,238.00 \$ 25,843,268.00 \$ 40,547,970.00																			
check \$ - \$ (1) \$ 1				\$ (889,702) -															

Continuum of Care
Unit Cost Matrix
FY2024 Budget vs FY2023 Actuals

Project	# of units All	# of units Homeless	FY24 Budget				FY23 Actuals				Staff Availability: Intensive, Moderate, Limited	Tenant Attributes: High, Medium, Low	Single or Scattered Site	Household Type
			Total On-Going Costs	Total On-Going Cost per Homeless Unit	Total CSB and HUD Cost	CSB and HUD Cost per Homeless Unit	Total On-Going Costs	Total On-Going Homeless Unit Cost	Total CSB and HUD Cost	CSB and HUD Cost per Homeless Unit				
CHN - Briggsdale	75	65	913,008	14,046	185,605	2,855	1,061,408	16,329	251,991	3,877	Intensive	High	Single	Single
CHN - Cassidy	10	10	145,576	14,558	51,325	5,133	138,035	13,804	51,325	5,133	Moderate	High	Single	Single
CHN - Creekside	63	23	405,858	17,646	-	-	859,480	37,369	-	-	Intensive	High	Single	Single
CHN - East Fifth	38	38	648,934	17,077	278,374	7,326	723,705	19,045	280,908	7,392	Intensive	High	Single	Single
CHN - Family Homes	10	10	149,786	14,979	13,310	1,331	19,403	1,940	15,964	1,596	Limited	High	Scattered	Family
CHN - Inglewood	60	45	626,162	13,915	114,565	2,546	747,561	16,612	192,548	4,279	Intensive	High	Single	Single
CHN - Marsh Brook and Marshbrook YHDP	40	40	810,338	20,258	388,058	9,701	798,291	19,957	388,058	9,701	Intensive	High	Single	Combo
CHN - North 22nd	30	30	365,018	12,167	54,955	1,832	382,333	12,744	54,955	1,832	Moderate	High	Single	Single
CHN - Parsons	62	62	1,068,318	17,231	359,353	5,796	851,320	13,731	301,514	4,863	Intensive	High	Single	Single
CHN - Safe Haven	13	13	302,567	23,274	188,951	14,535	295,805	22,754	141,578	10,891	Intensive	High	Single	Single
CHN - Southpoint	80	46	930,019	20,218	230,706	5,015	1,097,138	23,851	238,575	5,186	Intensive	High	Single	Combo
CHN - Terrace Place	60	47	731,850	15,571	193,373	4,114	763,636	16,248	278,579	5,927	Intensive	High	Single	Single
CHN - Wilson	8	8	148,327	18,541	66,279	8,285	93,385	11,673	23,707	2,963	Moderate	High	Single	Single
Equitas Health - TRA	89	89	1,954,082	21,956	837,619	9,411	1,858,316	20,880	709,320	7,970	Limited	High	Scattered	Combo
Homefull - Isaiah Project	160	160	2,294,372	14,340	2,163,572	13,522	2,338,535	14,616	2,174,982	13,594	Moderate	Medium	Scattered	Single
Homefull - Leasing	170	170	2,602,805	15,311	1,812,895	10,664	1,976,651	11,627	1,834,193	10,789	Moderate	Medium	Scattered	Combo
Homefull - SRA	100	100	2,038,949	20,389	1,902,949	19,029	1,235,282	12,353	1,235,282	12,353	Moderate	Medium	Scattered	Combo
Homefull - TRA	261	261	1,852,616	7,098	1,797,616	6,887	2,521,577	9,661	2,521,577	9,661	Moderate	Medium	Scattered	Combo
Homefull - TRA Mainstream/EHV	398	398	762,327	1,915	722,327	1,815	711,645	1,788	711,645	1,788	Moderate	Medium	Scattered	Combo
Manyhaven - Commons at Chantry	100	50	549,563	10,991	216,823	4,336	572,886	11,458	231,602	4,632	Moderate	Medium	Single	Combo
N^^ - Commons at Buckingham	100	77	1,033,819	13,426	240,699	3,126	1,018,544	13,228	305,223	3,964	Moderate	Medium	Single	Single
N^^ - Commons at Grant	100	54	779,890	14,442	240,700	4,457	794,004	14,704	490,177	9,077	Moderate	Medium	Single	Single
N^^ - Commons at Livingston	100	69	860,209	12,467	99,782	1,446	739,415	10,716	99,170	1,437	Moderate	Medium	Single	Single
N^^ - Commons at Third	100	71	968,524	13,641	240,699	3,390	887,247	12,496	248,193	3,496	Moderate	Medium	Single	Single
N^^ - Van Buren Village	100	60	413,440	6,891	138,859	2,314	215,425	3,590	139,929	2,332	Moderate	Medium	Single	Single
N^^ - Youth Housing	20	20	972,709	48,635	212,283	10,614	143,277	7,164	143,277	7,164	Moderate	Medium	Single	Family
VOA - Family Supportive Housing	38	38	690,633	18,175	570,633	15,017	791,425	20,827	600,633	15,806	Limited	Medium	Scattered	Family
YMCA - Franklin Station	100	75	1,253,547	16,714	421,363	5,618	1,285,209	17,136	596,709	7,956	Moderate	Medium	Single	Single
YMCA - Scattered Sites/HOME	55	55	554,276	10,078	554,276	10,078	559,793	10,178	559,793	10,178	Moderate	Medium	Scattered	Combo
YMCA 40 W. Long/Temporary Hotel PSH/Touchstone	134	134	1,446,007	10,791	535,717	3,998	3,730,675	27,841	651,865	4,865	Moderate	Medium	Single	Single
YWCA - WINGS	91	91	2,240,309	24,619	302,371	3,323	2,134,002	23,451	832,669	9,150	Intensive	High	Single	Single
Total	2,765	2,409	30,513,838		15,136,037		31,345,408		16,305,941			Project Type- Actuals		
			MEAN:	16,173	MEAN:	6,584	MEAN:	15,154	MEAN:	6,662		Single		16,632
												Scattered		11,541

Actuals					
Tenant Attributes		Staff Availability		Household Type	
Low	n/a	Limited	14,549	Single	16,741
Medium	12,461	Moderate	12,043	Family	9,977
High	18,026	Intensive	20,935	Combo	13,528

**Columbus and Franklin County Continuum of Care
Project Plan Application**

Application Checklist

Agency Name: Community Housing Network (CHN)

Project Name: Scioto Rise Place

- ☐ Concept Paper Submitted on 10/23/2023; rev.11/27/2023; rev.01.08.2024
- ☐ CoC approval received on _____
- ☐ Initial Project Plan
- ☐ Quarterly Update If quarterly update indicate #: _____
- ☐ Final Project Plan

Agency Self Check	CSB Check	Application Requirements & Assembly Order
x		Application checklist
x		Project Plan Cover Sheet & Authorization
x		Project Overview
x		Development Plan
x		Operations and Tenant Selection Plan
x		Supportive Services Plan and Supportive Services Table
x		Program Outcomes Plan
x		Staff Client Ratio Form, Table of Organization Chart, and Position Descriptions
x		Evaluation and HMIS Plan
x		Consumer Involvement Plan
x		Community Outreach Plan
x		Strategies for Innovative Provision
x		Implementation Timetable
x		Capital/Development Budget
x		Annual Operating Budget
x		10-year Operating Pro Forma
x		Annual Services Budget
x		10-year Services Pro Forma
x		Status of Other Funding Chart
x		Evidence of Funding Commitments
x		Tenant Selection Plan

1. Applicant and Project Information**Date:** October 20, 2023; rev.11/27/2023; rev.01.05.2024**Project Name:** Scioto Rise Place

	Total	Annual Services	Annual Operations	Development / Capital
CoC Funds	2,247,183	247,183	0	2,000,000
Other Funds	18,772,227	216,056	745,200	17,810,971
TOTAL PROJECT COST	21,019,410	463,239	745,200	19,810,971

Lead Organization (project sponsor):

Community Housing Network, Inc.

Mailing Address:

1680 Watermark Drive, Columbus, Ohio 43215

Contact Person:

Mary Price

Telephone: 614-487-6700**Fax:** 614-487-0405**E-mail:** Mprice@chninc.org**Authorization**

Acting as a duly authorized representative, I hereby affirm that the governing body of the below named organization has reviewed and accepts all the guidelines, requirements, and conditions described in the Project Development Process Information Packet and wishes to be considered for assistance by the CoC.

Lead Organization: Community Housing Network**Date:**10/20/2023**Authorized Signature:****Name/Title:** Samantha Shuler, Chief Executive Officer**Co-Applicant Organization:****Date:****Authorized Signature:****Name/Title:**

2. Project Overview <i>(Do not exceed the space provided)</i>	
Agency Name:	Community Housing Network
Program/ Project Name:	Scioto Rise Place
Proposal Summary:	Scioto Rise Place will provide sixty (60) one-bedroom units of permanent supportive housing prioritized for individuals experiencing homelessness with mental illness, addiction, and trauma-related issues who meet the State of Ohio's Permanent Supportive Housing Policy Framework. The property will be at approximately 3245 Morse Road, Columbus, Ohio 43224.
Population to be Served:	The target population is men and women who are homeless or at risk of homelessness and are disabled by mental illness, substance addiction, dual diagnosis, and/or physical disability. Individuals struggle to overcome severe and persistent housing barriers that may include histories of chronic poverty, alcohol and drug abuse, incarceration, generational and systematic inequities, institutionalization, long-term unemployment, and trauma impacting their housing stability. The population will have incomes at or below 30% AMI, as USHS requires. Of Scioto Rise Place's sixty (60) units, forty-eight (48) units will house individuals who meet the HUD definition of homelessness and be designated for those who meet chronic homelessness criteria. The remaining twelve (12) units will house individuals who meet the Ohio Department of Mental Health and Addiction Service's definition of severe mental illness or co-occurring mental illness and substance abuse, homeless, or at-risk of homelessness or institutionalization.
Partners & Roles:	Community Housing Network, Inc. will provide overall program management, person-centered property management, and housing services. Comprehensive management will include program operation, administration of subsidies, community relations, maintenance and security, facilitation of partner meetings, admissions oversight, eviction prevention and training, and assistance with outreach.
Housing:	Scioto Rise Place will comprise 60 one-bedroom apartments in a single structure, including community gathering space and offices for supportive services. All units will be furnished with a bed, dresser, sofa, and guest chair. The building will include two laundry rooms, a community room with a kitchen, and a fitness room.

Program and Services:	<p>Community Housing Network (CHN) will provide overall program management, person-centered property management, and housing services. Comprehensive management will include program operation, administration of subsidies, securing community partnerships, maintenance, housing facilitation, and eviction prevention. CHN will subcontract with Aryes Staffing to provide 24/7 front desk coverage. Front desk staff works with CHN and partner staff to intervene during periods of a crisis, placing a resident at imminent risk of losing housing. People entering the building engage with the front desk staff. An interior and exterior camera system is monitored to ensure the safety of residents. Front desk services help strengthen housing retention for residents.</p> <p>Living at Scioto Rise Place allows residents to engage in onsite support services to help them overcome obstacles, sustain wellness, and achieve their aspirations—with equitable opportunities to enjoy dignified, productive, and purposeful lives. CHN will have an annual renewable contract with Concord Counseling Services (CCS) to provide onsite supportive services. CCS will provide residents with services, including ongoing assessments, case management, access to psychiatric services, referral to medication monitoring, health services, employment services, individual counseling, and substance abuse treatment. CCS has a proven track record of successful Medicaid, Medicare, and third-party payer billing and utilization.</p>	
Proposed Roll Out:	July 2023 Oct 2023 - Jan 2024 Jan 2024 - Nov 2024 May 2025 - Aug 2026 Sep 2026 - Dec 2026	Purchased land CHN seeks CofC ranking Secure financing commitments Construction Lease Up
Community Outreach:	CHN began reaching out to the community in February 2023, including presentations at area meetings. The Northeast Area Commission voted in favor of the development, as did Columbus City Council. Development staff also met with residents of Dogwood Glen, the CHN apartment building adjacent to the site. Dogwood Glen has an existing Good Neighbor Agreement (GNA), and the community did not feel it necessary to develop a new GNA for Scioto Rise Place.	
Budget Category	Brief description of how you will use CoC Funds	
Capital Costs	The Total Capital Cost for Scioto Rise Place is estimated at \$19,810,971. Of this total, Community Housing Network, Inc. will request the following amounts: 1) City of Columbus \$2,000,000 (HOME or HOME/ARPA); and 2) ADAMH Board of Franklin County \$750,000. 80% of the capital cost is for HUD CoC units, and 20% is for ADAMH units.	

Operating Costs	Community Housing Network estimates that HUD Rental Assistance will pay the annual Operating Expenses for Scioto Rise Place through Housing Choice Vouchers (including Mainstream Vouchers). It is estimated that the 60 one-bedroom units would generate \$745,200 in operating subsidy annually or \$14,904,000 over 20 years (calculated without inflation).				
Service Costs	Community Housing Network anticipates a need for \$463,239 annually to operate the services at Scioto Rise Place. Services will include case management, front desk engagement, direct assistance, and administrative costs. Community Housing Network anticipates needing funding from multiple sources including the Continuum of Care's HUD SHP Service New Bonus and ADAMH of Franklin County service funding. Additionally, Concord Counseling will be expected to secure reimbursements from Medicaid.				
CoC/CSB:	2,000,000	Annual	247,183	Annual	0
Capital Cost		Services Cost		Operating	
Per Unit:	41,667	Per Unit:	5,150	Cost Per Unit:	0
Total:	19,810,971	Annual	463,239	Annual	745,200
Capital Cost		Services Cost		Operating	
Per Unit:	330,183	Per Unit:	7,721	Cost Per Unit:	12,420

3. Development Plan

(You may use additional pages for this section)

- a) **Describe proposed site(s) or neighborhood(s) for housing and the status of site control and zoning. The CoC will give extra consideration to proposals that incorporate:**

- ⟨ **Developments in areas without previous housing credit development for the population to be served.**
- ⟨ **Developments that include the redevelopment of vacant or foreclosed properties**
- ⟨ **Developments located in high income census tract areas, Qualified Census Tracts, or areas with current or future significant economic investments**

Scioto Rise Place is located at 3245 Morse Road, Columbus, OH 43224 behind a commercial use (Enterprise rental). The 1.981-acre site is in Qualified Census tract 75.32. The vacant single-family home on the site will be demolished. The site slopes to the rear where approximately 75 feet will remain untouched as part of a stream protection zone. The site is bounded by Enterprise on the north, a car wash to the east, single family homes to the south, and multifamily (CHN apartment building Dogwood Glen) to the west. Scioto Rise will share a driveway with Dogwood Glen and all utilities are available to the site.

Dogwood Glen is Service Enriched housing with a Resident Manager, part time Property Manager, and services. It is not a 24/7 PSH development. There are no PSH tax credit projects within 5 miles of the site.

The site was rezoned to AR-1 with a 60-unit limit. The property is located within the jurisdiction of the Northeast Area Commission, which supported the rezoning application and parking variance.

- b) **Describe the relationship of the site(s) to community facilities (transportation, shopping, recreation, employment, services, etc.). The CoC will give extra consideration to proposals that incorporate:**

- ⟨ **Developments within a half-mile of a grocery store and/or a transit stop and/or at least three other positive land uses**
- ⟨ **Developments with no detrimental land use within a half-mile (junk or salvage yard, prison/jail, airport, adult video/theater, etc.).**

Community Housing Network has analyzed the Scioto Rise Place site with respect to both positive off-site amenities and detrimental surrounding land uses. The following positive community facilities were found within two and half miles of the site:

Within 1/2 mile:

- Convenience store (Circle K, Speedway)
- COTA Transit Stop (Route #34; walkable from site)
- Discount Store (Goodwill)
- Places of Worship (Sanctuary Columbus, All Nations Baptist)
- Gas Station

Within 1 mile:

- Grocery (Walmart Super Store)
- Pharmacy (CVS)
- Restaurant (Subway)
- Employment (Easton Town Center)
- Public Park (Partridge Park)

Within 2 ½ miles:

- Fire Station
- Police Station

The following detrimental land uses were not found within a half mile of the site:

- Airport
- Landfill
- Salvage yard
- Loud noise or foul odor source

c) **Describe the number, type, and configuration of units (sections 6A and 6G from the Concept Paper). Housing units should be configured according to the following minimum size requirements:**

- 〈 **Efficiency units must exceed 450 square feet. One-bedroom units must exceed 540 square feet.**
- 〈 **For one-bedroom units, the bedroom must be at least 120 square feet.**
- 〈 **Each bedroom in new construction or adaptive reuse units must be at least seven (7) feet in each direction and contain a closet in addition to the minimum square footage. Detail steps taken to ensure visitability, including Universal Design elements such as no-step entrance(s), doors and openings with compliant clear width, and accessible bathrooms.**
- 〈 **Contact CSB if you plan to develop units with 2 or more bedrooms.**

Scioto Rise Place will consist of 60 one-bedroom apartments in a four-story building. The site, building, and apartments will meet OHFA's minimum requirements for Permanent Supportive Housing, including:

1. Each unit will exceed 450 square feet.
2. Each bedroom will exceed 120 square feet.
3. Each bedroom will exceed 7 feet in each direction and contain a closet in addition to the minimum square footage.
4. Each unit will be visitable as defined by OHFA.

5. Each unit will meet HUD Fair Housing Act design guidelines.
6. Universal Design components will be incorporated throughout the building.
7. The entire building and outdoor amenities will be accessible.

d) **Describe onsite amenities (e.g., recreation areas, social areas, office space, common kitchen and dining areas, common laundry areas, parking). The maximum common area cannot exceed 20 percent of the total gross building square footage, excluding dedicated program space.**

Onsite amenities at Scioto Rise Place will include:

- Community Room with full kitchen
- Fitness Room
- Security office (24-hour front desk)
- Bike room and outdoor bike rack
- Elevator
- Off street parking
- Laundry rooms
- Case Management offices
- Property Manager's Office
- Computer space

The common area will not exceed 20 percent of the total gross building square footage.

e) **Describe development activity (e.g., acquisition/rehab; new construction). If the proposal includes rehabilitation of existing housing units or the adaptive reuse of a building, submit a capital needs assessment and a scope of work.**

Scioto Rise Place will be the new construction of a 4-story apartment building. There is a single-family home on the site that has been vacant for at least 15 years, and it will be demolished.

4. Operations & Tenant Selection Plan

(You may use additional pages for this section)

- a) Describe the target population, including their anticipated needs. Describe the expected breakdown of the population by income levels (AMI).

The target population is men and women who are homeless or at risk of homelessness and are disabled by mental illness, substance addiction, dual diagnosis, and/or physical disability. Individuals struggle to overcome severe and persistent housing barriers that may include histories of chronic poverty, alcohol and drug abuse, incarceration, generational and systematic inequities, institutionalization, long-term unemployment, and trauma impacting their housing stability. The population will have incomes at or below 30% AMI, as USHS requires. Of Scioto Rise Place's sixty (60) units, forty-eight (48) units will house individuals who meet the HUD definition of homelessness and be designated for those who meet chronic homelessness criteria. The remaining twelve (12) units will house individuals who meet the Ohio Department of Mental Health and Addiction Service's definition of severe mental illness or co-occurring mental illness and substance abuse, homeless, or at-risk of homelessness or institutionalization.

Community Housing Network (CHN) starts with housing because it fulfills a basic human need that allows us to address other human needs, especially those that are complex and chronic. Once they have a home with CHN, residents can feel safe and comforted, knowing they have a place to rest, recover, and reset. CHN furthers equity for each resident by providing access to supportive services to help them heal and thrive. By helping our residents thrive, we go a long way toward erasing the stigma of homelessness and mental illness, where people of diverse backgrounds and incomes live and work together with mutual compassion and respect.

A Place to Call Home estimates a need for at least 1,494 PSH placement options for single adults with severe service needs. The community currently has approximately 455 PSH placements on average annually. The 2022 Gap Analysis for Columbus/Franklin County reports that there are 1,790 individuals annually that demand PSH housing which, based on the assumption of 15% turnover in the CoFC existing PSH units (2,589), demonstrates an annual need of 1,401 additional PSH units for homeless individuals in Franklin County. CHN will continue to address permanent supportive housing needs in our community.

- b) Describe how you will manage and operate the project, including staffing levels and maintenance/security plans. Attach a table of organization and position descriptions.

Management: Community Housing Network (CHN) will serve as the project lead and administrator, providing person-centered property management and housing services, including program operation, fiscal oversight, administration of subsidies, maintenance, community relations, and security. CHN will subcontract with service partners to provide front desk staff and supportive services. CHN will assume responsibility for performance outcomes and other matters of compliance.

Staffing: CHN will subcontract with Aryes Staffing to provide 24/7 front desk coverage. CHN will employ an onsite property manager (1 FTE) and maintenance (.5 FTE) available during the first shift. CHN will have an annual renewable contract with Concord Counseling Services (CCS) to provide onsite supportive services. CCS's anticipated staffing plan: Service Coordinator 3.0 FTE, Clinical Service Coordinator .33 FTE, Outreach RN .20 FTE, Case Manager .20 FTE, SUD Therapist .02 FTE, Psychiatrist .01 FTE, Vocational .14 FTE, Manager PSH .17 FTE, Director of Clinical Operations .01 FTE and Manager of SUD .01 FTE. CHN and its service partners meet regularly to review progress and coordinate services.

Maintenance and Security: Maintenance – including inspections, routine maintenance, and repairs – will be conducted by a Maintenance Technician assigned to the project. Maintenance Technicians report to the Maintenance Supervisor, and CHN employs both positions. Onsite security is managed through 24/7 front desk staffing noted above and security cameras, smoke alarms, and controlled-access entries.

- c) **Describe the staff structure, including administrative/management, operations, and services staffing, as well as any contract staff from other agencies that will be located on site.**

Scioto Rise Place will always have at least one staff member onsite. Front desk staff will be available 24/7 to address residents' immediate concerns, including crisis intervention and conflict resolution. CHN will have a Property Manager onsite (M-F 8 am-5 pm) to work more closely with residents on housing retention strategies and other issues. The Property Manager oversees subcontracted Aryes front desk staff. Concord Counseling Services will have two full-time service coordinators and other staff (M-F 8 am – 5 pm) visiting for onsite services. There will be limited weekend coverage.

Property Managers report to a Regional Manager in the CHN Property Management Team. Concord Counseling Services' staff will work with the CHN Supportive Services team. CHN administrative staff members work out of the central office. Property Management and Supportive Services staff will frequently meet with CCS onsite staff, visit the site to manage programmatic and operational functions, and convene monthly partner meetings to discuss site-specific concerns.

A Maintenance Technician assigned to Scioto Rise Place will be onsite as needed for repair and maintenance. Maintenance Technicians are supervised by the Maintenance Supervisor who will visit the site to ensure general upkeep.

- d) **Describe admissions policies and procedures. Attach a copy of the tenant selection plan. The tenant selection plan must address in detail if there are any exclusions to acceptance (e.g., criminal history, sex offenders) and the rationale for exclusion. The CoC will give additional consideration to projects that propose minimal exclusionary criteria.**

For the (60) units, forty-eight (48) tenants will be selected through the Unified Supportive Housing System (USHS) administered by the Community Shelter Board (CSB). A single adult who wishes to occupy a Scioto Rise Place unit must work with their emergency shelter case manager, rapid re-housing case manager, or homeless outreach worker to complete a PSH assessment tool submitted directly to CSB. This tool identifies prospective applicants and prioritizes them according to HUD requirements. Applicants will be selected for entry according to the length of time they were homeless and the severity of service needs. The remaining twelve (12) units will be selected through the Housing Facilitation department administered by CHN, in accordance with ADAMH housing guidelines and with assistance in application processing from USHS.

e) Describe the plan for initial lease-up, including publicity materials, presentation <http://www.csb.org/tion/recruitment>, and timeline.

As the Scioto Rise Place project enters its construction phase, the Community Housing Network (CHN) will work with the USHS to develop a detailed timeline for the lease-up. CHN plans to achieve full occupancy within 90 days of construction ending. CHN will keep the Columbus and Franklin County Ohio Continuum of Care and its service partners abreast of any changes to the project timeline that could impact the lease-up.

Lease-up efforts will begin approximately three (3) months before opening. To ensure timely lease-up of the 48 HUD homeless units, the USHS Program Manager will identify potential applicants using the USHS pool. Units will be prioritized for chronically homeless individuals. Suppose there are no chronically homeless individuals in the USHS pool. In that case, non-CHN applicants will be prioritized based on the length of their homelessness and the severity of service needs. Concurrently, the CHN Housing Facilitation Team will pull prospective applicants from its housing pool of ADAMH consumers and residents of the Bridge to Success transitional housing program to lease up the remaining 12 units.

f) Describe the rent structure (e.g., minimum monthly rent, how rent is calculated, whether there will there be a work equity program).

The average monthly rent is anticipated at \$1,035 per unit, based on FY2023 FMR rates for Franklin County. Residents will pay 30% of their income towards rent; however, depending on the rent subsidy utilized, a minimum rent of \$50 per month may be required by CMHA unless a waiver is granted. Residents will be required to begin making rent payments upon occupancy. CMHA will fund rental assistance to subsidize eligible tenants' remaining rent.

Residents unable to make minimum rent payments may qualify for either short-term bridge subsidy assistance from the ADAMH Board or a hardship waiver from CMHA, dependent on the rent subsidy utilized. CHN is exploring implementing a new work equity program to provide rent credit, but a final determination on a program model is forthcoming.

g) Describe eviction and eviction prevention procedures.

Eviction action is used only as a last resort. CHN's eviction procedures are consistent with Ohio landlord/tenant laws. Tenants may be evicted for severe violations of their leases by themselves or their visitors. Examples of such violations include but are not limited to, nonpayment of rent, illegal activities on the property, including the sale or use of illegal drugs, and violence or threats of violence. As part of CHN's eviction prevention framework, service coordination staff and property management discuss ongoing tenant concerns weekly to be proactive and address problematic behavior before a lease violation occurs.

When a lease violation occurs and where appropriate, property management initiates a process allowing the tenant to progress to correct the issue over time. For example, the property manager may issue a strict compliance notice rather than immediately initiating notices required for eviction. If the behavior continues, the property manager will follow up with a 30-day notice to cure. Throughout the process, service staff and property management communicate regularly. Should the tenant disagree about the nature of the violation, the service coordination staff can work with the resident to file a grievance claim through CHN's Tenants Rights & Grievance Procedure process (detailed here <https://www.chninc.org/tenants-rights>) or schedule a meeting with the property manager and service coordination staff.

The service staff will work with the tenant to develop a housing retention plan that addresses property management concerns and meets the tenant's needs. The service coordination staff will link the tenant to community services that may assist in resolving the lease violation, including representative payee services, community mediation services, drug and alcohol treatment, anger management, and mental health services. Residents may also be referred to the Legal Aid Society of Columbus.

Suppose the issue cannot be resolved within the predetermined timeframe, but the tenant and service coordination staff are working towards a resolution with documented progress. In that case, the tenant may be given extra time to resolve the issue. Examples of documented progress include enrollment in special programs for additional treatment or housekeeping services.

Some residents wish to move through retention on their own. If it appears they are not going to be successful, the service coordination staff will offer assistance, which at that point is rarely refused.

CHN will proceed to eviction if the problem is not corrected at the end of a timeframe agreed to in the housing retention plan. If the matter cannot be resolved within the predetermined timeframe and documented progress is not made, CHN will proceed with the eviction according to established landlord/tenant laws. Residents may choose to move out on their own if appropriate. The service coordination staff will assist the tenant in locating other housing options if needed.

CHN may request or agree to an "Agreed Judgment Entry Process." The court allows the tenant to remain in housing under certain treatment or behavior compliance conditions. This process is in place of eviction, but the tenant remains subject to immediate eviction if violations continue.

- h) Describe how the project work with the community's Unified Supportive Housing System to target, engage, and house clients experiencing significant barriers to permanent supportive housing placement.**

USHS manages vacancies and lease-ups for the region's supportive housing programs and ensures that the most vulnerable applicants for housing are prioritized when units become available. A single adult meeting HUD's definition of homelessness must work with their emergency shelter case manager, rapid re-housing case manager, or homeless outreach worker to complete a PSH assessment tool submitted directly to CSB. This tool identifies prospective applicants and prioritizes them according to HUD requirements. Applicants will be selected for entry according to the length of their homelessness and the severity of service needs. Of Scioto Rise Place's sixty (60) units, forty-eight (48) units will house individuals who meet the HUD definition of homelessness and be designated for those who meet chronic homelessness criteria. The remaining twelve (12) units will house individuals who meet the Ohio Department of Mental Health and Addiction Service's definition of severe mental illness or co-occurring mental illness and substance abuse, homeless, or at-risk of homelessness or institutionalization.

5. Supportive Services Plan

(You may use additional pages for this section)

- a) **Describe the number and characteristics of persons to be served (should match goals in Program Outcomes Plan).**

Scioto Rise Place will feature sixty (60) one-bedroom units of permanent supportive housing prioritized for individuals who meet the State of Ohio's Permanent Supportive Housing Policy Framework and HUD's definition of chronic homelessness. All participants will be disabled men and women. The target population is men and women who are homeless or at risk of homelessness and are disabled by mental illness, substance addiction, dual diagnosis, and/or physical disability. Individuals struggle to overcome severe and persistent housing barriers that may include histories of chronic poverty, alcohol and drug abuse, incarceration, generational and systematic inequities, institutionalization, long-term unemployment, and trauma impacting their housing stability. The population will have incomes at or below 30% AMI, as USHS requires. On average, 50% of head of households are male, and 67% are people of colour living in CHN's supportive housing. Scioto Rise Place may have similar demographic numbers. Of Scioto Rise's sixty (60) units, forty-eight (48) units will house individuals who meet the HUD definition of homelessness and be designated for those who meet chronic homelessness criteria. The remaining twelve (12) units will house individuals who meet the Ohio Department of Mental Health and Addiction Service's definition of severe mental illness or co-occurring mental illness and substance abuse, homeless, or at-risk of homelessness or institutionalization.

"Homelessness among single adults, like homelessness among other populations, is a result of the lack of affordable, available housing. Because of the cost of housing and inadequate incomes, even a temporary financial or life crisis — such as losing a job, the end of a relationship, the death of a partner, or a health emergency — can result in a loss of housing and homelessness. People experiencing chronic homelessness are particularly vulnerable because they disproportionately live in unsheltered locations and have one or more disabilities such as mental illness, substance use disorder, or physical disability. Outreach and engagement help this population access low-barrier shelters and connect to housing — essential for their safety and health". [National Alliance to End Homelessness, April 2023](#)

Studies have shown that housing is multidimensional along a continuum: at one end of the spectrum is no access to housing of reasonable quality (complete instability), and at the other is access to housing of suitable quality in the absence of threats (complete stability). These dimensions of housing stability and instability are as follows: housing type, recent housing history, current housing tenure, financial status, standing in the legal system, education and employment status, harmful substance use, and subjective assessments of housing satisfaction and stability. ['How Stable is Stable', Journal of Community Psychology, 2014](#) A housing retention and tenure history establishes a baseline and helps identify potential barriers and coping strategies, including financial security and social inclusion.

- b) **Describe the qualifications of the supportive services staff; including education, experience, and special skills they will use to serve the population. Describe the**

commitment of a local service provider, if applicable and available.

Tiana Purvis is the Chief Operating Officer at CHN. She has a Master of Social Work degree from The Ohio State University and is a Licensed Independent Social Worker with a Supervisory designation in Ohio. As COO, oversees the Supportive Services and Property Management departments working collaboratively to implement program activities and provide direction for service implementation and evaluation activities. She has over 15 years of administrative and social services experience as a demonstrated and experienced leader in homelessness and housing. Ms. Purvis' experiences include homelessness and housing, crisis intervention, suicide prevention, and anti-human trafficking work.

Rachel Rubey, CHN's Supportive Services Director, has a Master of Social Work from The Ohio State University specializing in Mental Health and is licensed as an Independent Social Worker in Ohio. She has experience working with vulnerable populations, including individuals with severe and persistent mental illness and substance abuse disorders. Rachel oversees the delivery of supportive services in CHN's permanent supportive housing programs and is responsible for developing policies and procedures to promote housing first principles and housing retention.

The service partner, Concord Counseling Services (CCS), has a well-established 20-year history of providing high-quality, accessible, evidence-based services to residents in Community Housing Network's PSH and Service Enriched housing sites and services for older adults. Established in 1972, Concord is a 501(c)(3) organization with an over 50-year history of effectively utilizing a variety of federal funds. Concord is accredited by the International Commission on Accreditation of Rehabilitation Facilities (CARF) in Case Management/Service Coordination, Integrated SUD/Mental Health Outpatient Treatment for Adults, Children, and Adolescents, Prevention Services, and Job Development & Community Employment Services. Concord maintains a full Behavioral Health Certification by Ohio Mental Health and Addiction Services (OHMAS) to provide Employment Services, Community Psychiatric Supportive Treatment (CPST) Services, Therapeutic Behavioral Services and Psychosocial Rehabilitation, Consultation, Prevention, General, Crisis Intervention, and Substance Use Disorder (SUD) Case Management Services.

The service partner, Concord Counseling Services, takes a dynamic, flexible treatment team approach to client care and problem-solving. Working with clients provides a holistic plan that balances supports across the spectrum of needs. CCS strives to create client-led interventions based on the stages of change model. Strong relationships and frequent resident contacts ensure that services remain beneficial to clients. In addition to working closely with clients to design and implement plans and strategies, staff complete and review assessments regularly. Residents complete annual housing assessments, goal planning, and standardized assessments such as the OQ and RAS questionnaires.

Weekly meetings with CHN's property management team provide ongoing feedback and collaboration about the client's progress toward goals and ability to maintain housing. Service Coordinators meet weekly as a team and individually with clinical supervisory staff to present cases and work collaboratively to improve outcomes. Constant, clear communication allows us to pivot as needed. Service Coordinators are

most able to communicate with residents when they are onsite and hold a relatively consistent schedule. Staff post office hours and provide contact information to residents. CCS has an open-door policy wherein clients are encouraged to contact Service Coordinators as needed. A treatment-team approach, which includes primary case management, therapy services, property manager, and AOD or other specialists when necessary, provides a comprehensive support base as clients are guided through positive change.

The effectiveness of mental health services for OQ is measured by 70% of clients with at least two administrations demonstrating any improvement in their OQ Measures outcome and 50% demonstrating a reliable change of 14 points or more. Our electronic medical record (EMR) CREDIBLE is used to track the majority of service expectations. The onsite Service Coordinator runs a monthly report to track engagement with residents and generates a checklist of clients that need to be seen that month. The report includes fields for required case documents such as Housing Stabilization plans, payment plans, Medicaid billing amounts, and service referrals to psychiatric, primary health, dental, and vision services. The vocational team uses CREDIBLE reporting to track job and vocational placements. The effectiveness of vocational services is measured by at least 20% of clients that engage in the vocational program being placed in either a job, job-training program, or educational program. The effectiveness of resident plans is gauged in the weekly site meeting. Service staff update the team on progress made/not made on retention plans.

c) **Describe in-service and staff training (must meet [CSB Partner Agency Standards](#)).**

CHN will ensure that CSB's Partner Agency Standards around required staff training are met. Training to be offered will include but not be limited to the following:

- Emergency evacuation procedures
- Universal Precautions
- CPR and first aid procedures
- Agency operating procedures
- Non-violent crisis intervention techniques (de-escalation techniques)
- Relevant community resources and social service programs
- Ethical client practices
- Customer service techniques
- Cultural competency and diversity
- Recognition and reporting of elder and child abuse and neglect
- Evidence-based practices relevant to Poplar Fen Place (Stages of Change, Motivational Interviewing, Trauma-Informed Care)
- Disease prevention protocols
- Homeless sensitivity
- Relapse intervention
- Mental health overview
- Fire safety
- Community building
- Residents' rights

- Adult Protective Services
- Psychiatric medications and side effects
- Managing Dementia
- AOD overview
- Domestic violence (signs and symptoms)
- Behavior modification
- Effective communication
- Employment
- SSI/SSDI Outreach, Access, and Recovery (SOAR)
- Medicaid/Medicare/Third Party Payer billing

CHN contracts with agencies for front desk and supportive services staff are expected to cover the costs of any necessary training. These staff can participate in CHN sponsored trainings as space allows.

- d) Describe the proposed client-staff ratio for each shift.
Complete the following chart, including both operations and supportive services staff (further clarification is noted below the chart). Please ensure that the information noted below corresponds to the proposed Budget. The number of staff members per shift should reflect the total number of FTEs represented on a given shift, identical to the methodology used on the budget worksheet. (Please see staff type definitions for clarification provided after the table.)

Scioto Rise Place Staff/Client Ratio

- Direct Service staff is defined as all staff members who work directly with clients to meet goals (case managers, case aides, engagement specialists, client advocates, front desk staff, etc.).
- Operations staff is defined as all staff members who work indirectly with clients to meet goals (administrators, maintenance, finance, etc.).
- Program capacity is 48 units, 80% of the total 60 units.

	Services		Operating	
	<u># of Staff</u>	<u>FTEs</u>	<u># of Staff</u>	<u>FTEs</u>
First Shift	5	3.27	2	.65
Second Shift	1	.80	1	.80
Third Shift	1	.80	1	.80
	7	4.87	4	2.25

- e) Describe the overall service delivery plan, including:
- < Eviction prevention and intervention to preserve tenancy
 - < Substance abuse issues, including relapse prevention
 - < Employment strategies that increase tenant income
 - < Referrals to local jobs programs
 - < Coordinated and expedited access to benefits (e.g., SSI, Medicaid)

- < Educational/vocational services
- < Counseling related to educational and vocational training programs
- < Budgeting and money management
- < Physical and behavioral health care
- < Referrals to healthcare/wellness programs
- < Coordination with the criminal justice system/legal issues
- < Credit counseling and consultation
- < Peer support
- < Leisure options

The site will be staffed with two service coordinators and visiting professionals in psychiatric, therapeutic, medical, and vocational services with Concord Counseling Services (Concord). Service coordination includes linkage to other supports both within CCS and other agencies. All staff are Qualified Mental Health Specialists with backgrounds in social services. They are required to complete ongoing training in clinical skills (stages of change, motivational interviewing, trauma-informed interventions, and de-escalation techniques) and skills specific to the population with which they work. All staff are well-versed in harm reduction strategies and work to buttress support around clients as they move toward or through substance use treatment. Service Coordinators work with therapists to host alcohol or drug treatment groups and other agencies for Narcan training and information onsite or support residents through inpatient or residential treatment as needed. Service Coordinators have weekly clinical supervision, and additional clinical support is available oncall as necessary.

Concord provides onsite access to individual vocational supports, including job coaching and development, funds for transportation, training, and any ancillary needs. Concord encourages residents to participate in Pathway Clubhouse and 1221 Art Space for early vocational training and activities. A psychiatric nurse is available several times monthly for ongoing, preventative healthcare and physical and psychoeducation. Service Coordinators provide necessary transportation for individual residents and linkage to medical transportation and discounted COTA service.

When the tenant is ready for move-up/move-on, continuity of care will be provided if desired. The Case Manager will remain linked with the resident through the move-out, the transition to the new housing placement, and then as an ongoing community support provider. In addition, Concord is in the early stages of developing a Peer Support program with plans to use Peer Support staff onsite to supplement and enhance service delivery.

- f) **Describe how you will coordinate services, including community-based services that complement onsite services. Describe engagement strategies.**

CHN operates all its PSH units with a Housing First approach, utilizing Harm Reduction and other evidence-based practices to ensure residents maintain stable, permanent housing. We create opportunities for success by providing residents with support tailored toward their specific housing barriers. By building a network of services and partners to address every need, we make a safety net that empowers residents to move forward while creating a sense of belonging and community.

CHN implements a blended management approach where all partners and staff have a shared commitment and coordinated communication to provide equitable opportunities and support, assisting residents with stable housing and well-being. Residents can access ongoing assessments, goal planning, case management, life skills classes, linkage to benefits, medication monitoring, individual/group counseling, substance abuse treatment, employment readiness training, and community service partners such as the Mid-Ohio Food Bank produce market. Residents are encouraged and often connected to ADAMH-funded service providers for more specialized care. Aryes Staffing provides 24-hour front desk and crisis intervention services, assisting with ongoing services.

Service Coordinators assess residents' needs and risk factors before developing structured plans to ensure housing stability. Service Coordinators are versed in educational techniques to improve Activities of Daily Living skills and engage with residents using evidence-based practices. Staff can easily link residents with psychiatric, vocational, therapeutic, and medical services at Concord or other community agencies. Clinical staff provide the initial contact point for various external, mainstream social services. Service Coordinators, trained in Motivational Interviewing and Harm Reduction techniques, are experienced in working with residents to develop strategies for safe use and connecting residents to outpatient and more intensive AOD treatment providers. Residents will have linkage to various educational programs including GED, licensure-track trainings, and occupational rehabilitation supports. When residents cannot work, service Coordinators leverage their knowledge of Social Security Administration processes to guide claimants in obtaining benefits. Each resident receives individualized care, meeting them where they are and guiding them to the best possible outcome.

CHN's Supportive Housing team provides service coordination leadership and works with the contracted service partner staff to ensure a seamless plan to support residents' needs. Partner meetings will be held onsite at least once monthly to track outcomes and improve coordination efforts. CHN's Property Management team meets at least biweekly to discuss coordinated efforts addressing the needs of residents.

- g) **Describe the type and size of space you need to implement the service plan, including detail about how the physical design of the building(s), the project site, and location will enhance the lives of residents specific to their particular needs.**

The facility is within walking distance of a library and a community center, and these amenities provide residents with the opportunity for social and educational activities. The facility will be designed to meet current housing standards, with larger apartments and accessibility to all building areas for persons with physical disabilities. All units will meet OHFA's minimum requirements for Permanent Supportive Housing one-bedroom units. All units will be 'visitable,' and Universal Design features will be included throughout the building.

Amenities will be incorporated into the Scioto Rise Place development – including a community room with a full kitchen, television lounge, computers, laundry rooms, and offices for Property Management staff. The site will offer spaces dedicated to providing services, including offices designed for medical care and case management and 24/7 front desk/crisis intervention staff. CHN will provide a community kitchen designed to

incorporate hands-on cooking classes, and the community room will host group activities. Finally, small seating areas will be included on each floor to promote social engagement.

h) Describe the source(s) of funding for services and how you plan to sustain supportive service provisions over the life of the project.

CHN will utilize several funding sources to provide supportive services at Scioto Rise Place. CHN has applied for supportive services funding through the CoC application processes. Concord will bill Medicaid for eligible service provision. CHN and its partners will explore new community partnerships to obtain discretionary resources and provide innovative, flexible service provision as the project moves forward.

i) Complete the supportive services table below.

- ⟨ **You may require participation in supportive services that are not disability-related as a condition of the program if clients are at or have been at imminent risk of eviction and services are necessary to maintain tenancy (e.g., protective payee). Describe how you will implement this provision.**

CHN and Concord Counseling Services will routinely encourage engagement in voluntary services, linking residents to services and organizations with the capability to address emotional and behavioral issues that will positively impact long-term housing retention. In accordance with HUD guidelines, participation in supportive services is not mandatory to maintain housing.

Suppose a resident faces eviction and Concord staff cannot intervene effectively. In that case, CHN's Supportive Services staff will intervene and work with the resident and the Service Coordinator to develop a housing retention plan to help retain housing. Part of the plan will be documented supportive service provision directly related to the cause of potential eviction. If the resident refuses to develop a plan or agrees to the plan and subsequently refuses to participate, CHN may move forward with the eviction process.

- ⟨ **While permanent supportive housing by definition makes social and other supportive services available to its residents, participation in disability-related supportive services must not be mandatory and cannot be a stipulation of tenancy. Describe how you will implement this provision.**

CHN adheres to HUD regulations regarding voluntary participation in disability-related supportive services. Furthermore, CHN ensures that our partner service agencies adhere to this practice when working with our properties. Language confirming this requirement is included in all Professional Service Agreements executed between CHN and its service partners. While disability-related supportive services are elective, CHN and its service partners routinely encourage engagement in voluntary services, linking tenants to service organizations with the capability to address emotional and behavioral issues that will positively impact long-term housing retention.

Supportive Services Table

Type of Service	Provider	Total persons provided with service annually	Typical duration/ intensity of the service	Offered onsite (yes or no)
a) Assessment of service needs	Concord Counseling Services	60	Weekly	Yes
b) Case Management	Concord Counseling Services	60	Weekly	Yes
c) Education Services	Community-based provider	60	As needed	Yes
d) Employment Assistance and job training	Concord Counseling Services	60	Weekly	Yes
e) Housing Search and Counseling Services	CHN Property Manager; Concord Counseling Services	60	Weekly	Yes
f) Legal Services	Community-based provider	60	As needed	No
g) Life Skills Training	Concord Counseling Services	60	Weekly	Yes

6. Program Outcomes Plan (POP)

POP instructions and forms are available on CSB's website [here](#). Contact CSB Operations Director Lianna Barbu for a POP development.

CSB Program Category:	Permanent Supportive Housing
Agency Name:	Community Housing Network
Program Name:	Scioto Rise Place

		Capacity
Homeless Units	#	48
HUD CH Units	#	48
Other disabled units	#	12
Other Units (non-homeless, non-disabled)	#	
Total Units	#	60

Target population:

Single Males and/or Females	X
Households with Children	
Youth Males and/or Females	
Domestic Violence victims only	
Veterans only	
HIV/AIDS populations only	
Single male and female plus households with children	

Measure		Quarter 1 7/1- 9/30	Quarter 2 10/1- 12/31	Semi- Annual 7/1- 12/31	Quarter 3 1/1- 3/31	Quarter 4 4/1- 6/30	Semi- Annual 1/1- 6/30	Annual 7/1- 6/30
Households Served	#	48	48	48	48	48	48	48
Successful Housing Outcomes ²	%	90	90	90	90	90	90	90
Successful Housing Outcomes	#	43	43	43	43	43	43	43
Successful Housing Exits	%	50	50	50	50	50	50	50
Housing Stability ²	Mos.	24	24	24	24	24	24	24
Housing Affordability at Exit ³	%	50	50	50	50	50	50	50
Exit to Homelessness ^{2,4}	%			<10			<10	<10
Turnover Rate ³	%	5	5	10	5	5	10	20
Program Occupancy Rate ²	%	95	95	95	95	95	95	95
Negative Reason for Leaving ²	%			20			20	20
Increase in cash income (other than employment) from entry to exit or end of reporting period	%	30	30	30	30	30	30	30
Increase in income from employment, from entry to exit or end of reporting period	%	15	15	15	15	15	15	15

7. Staff Client Ratio Form, Table of Organization Chart, and Position Descriptions

A sample table of organization is available on CSB's website [here](#).

The following pages show CHN's organization chart.



8. Evaluation and HMIS Plan

(Do not exceed the space provided)

Review the Partner Agency Standards on CSB's website [here](#). Describe your plan for ensuring that the proposed project meets the requirements regarding ongoing program evaluation. Program evaluation will measure the project's ability to meet both the individual needs of the residents and overall community issues of homelessness. Explain how you will convey evaluative detail to OHFA, the CoC, and others. Describe your plan for meeting HMIS standards, including timely and accurate data entry.

CHN is dedicated to ensuring effective ongoing program evaluation for all its projects. Program evaluation is an integral part of monthly partner meetings where CHN and contracted service partner staff review and assess progress and address any concerns. Program occupancy reports are developed monthly and shared with CHN's Senior Leadership team, grants and compliance staff, and housing staff leadership to assess progress and address areas of concern.

CHN managerial and compliance staff review CSB's HEARTH Policies and Procedures, Columbus Service Point (CSP) Policies and Procedures, and Administrative and Program Standards regularly and as needed when these documents are revised. CHN employs a four-person compliance staff to conduct internal audits of client files and other compliance matters on at least a quarterly basis.

CHN has shown ongoing compliance with HMIS standards. Our Data Analyst has over a decade of experience working with HMIS standards and serves as our CSP Site Administrator and the main point of contact for CSP-related activities. The Data Analyst represents CHN at all CSP Administrator meetings and leads our efforts to comply with CSB's CSP Policies and Procedures.

All CHN's CoC and CSB-funded programs undergo multiple external onsite reviews by individual funding agencies throughout the year, such as Ohio Housing Finance Agency, HUD, Ohio Department of Development, Ohio Capital Corporation for Housing, Franklin County, City of Columbus, etc.

CHN relies on our Board's input and guidance to evaluate overall agency and program operations. We establish and track internal goals for all programs annually, and managers present progress on these goals quarterly. Progress on outcomes is discussed with the Board throughout the year, and overall results are presented annually.

9. Consumer Involvement Plan

(Do not exceed the space provided)

Review the Partner Agency Standards on CSB's website [here](#). Describe your plan for ensuring that clients are involved in the planning and development process. Address your strategy for gathering ongoing client feedback, particularly as it relates to program improvements.

CHN involves its residents in selecting housing locations and in designing buildings. The feedback comes informally through daily interaction and formally at tenant meetings and focus groups. Getting resident feedback helps CHN improve each building by ensuring that the design meets the residents' needs.

CHN met with the residents of Dogwood Glen, the building adjacent to the site on August 23, 2023. They encouraged the team to save as many trees as possible and to keep the building systems the same as Dogwood Glens (i.e. no "smart" systems). They agreed that a privacy fence around Scioto Rise Place would be beneficial.

10. Community Outreach Plan

(You may use additional pages for this section)

Describe how you will develop a community outreach plan. The community outreach plan must address the nature of the development, location, design, and how you will notify the residents and businesses in the area. The plan could include involving local elected officials, Community Development Corporations, Community Housing Development Organizations, and community groups, or posting notices in libraries or other public places where residents may congregate. If a Community Housing Development Organization is involved, identify the organization and proposed communication. Social media, design charrettes, or notices in local papers are examples of methods to target your message. Submit a narrative with supporting documentation describing the plan, including:

- < Project Survey
- < Community Acceptance Strategy
- < Community Notification Questionnaire
- < Key Personnel Questionnaire
- < Real Estate Questionnaire
- < Letters of support from district legislators and/or local municipal entities (recommended, not required)
- < Other Project fact sheets

Guidelines and resources regarding the CSB Community Acceptance Plan and the local template for community outreach are available on CSB's website [here](#).

REBUILDING LIVES & COMMUNITY SHELTER BOARD

Community Acceptance

Exhibit 1

Community Acceptance Strategy¹

Prepare written assessment and plan for community acceptance should be submitted with the concept paper and at least 30 days prior to site control. Records of activities and revisions to the plan should be submitted quarterly.

Community Outreach

Community Housing Network presented the Scioto Rise Place development to community leaders in informal meetings as requested and in formal public meetings in the spring and summer of 2023.

The Scioto Rise Place site is directly adjacent to Dogwood Glen, a CHN development that has been occupied since 2010. CHN executed a Good Neighbor Agreement with the community and established a Community Advisory Council. The Council met several times after Dogwood Glen opened but interest waned because there were no problems to discuss. The Council was not formally disbanded but has not met since 2011. When CHN reached out to community CHN was advised that the community did not feel it necessary to develop a new GNA for Scioto Rise Place.

CHN has a good relationship with the northeast area community and the Scioto Rise Place rezoning was supported unanimously by the Area Commission.

Our message to the community included:

- Community Housing Network is a not-for-profit organization that develops, owns and manages approximately 1,200 units of housing in nearly every zip code in Franklin County, including Columbus and surrounding suburbs. We provide affordable, supportive housing linked to social, health and employment services for people disabled by mental illness, substance addiction and histories of homelessness.
- Our attractive housing developments enhance the vitality of communities in which they are located, while reducing the costs to local taxpayers associated with homeless shelters, emergency room visits and institutional care.
- Residents are encouraged to be actively engaged in self-managing their health and well-being, including participating in counseling, job readiness programs and employment. Many of these services are provided on-site by other non-profit agencies.
- Specifically, on the proposed site:
 - Scioto Rise Place will consist of up to 60 one-bedroom apartments. CHN provided colored renderings of the site and the building's exterior.
 - This will continue to be a leased apartment building, not a group home or shelter. Residents sign leases and pay rent.

¹ Modified from Non-Profit Housing Association of Northern California

- Using Housing First and supportive services, homeless can rebuild their lives in permanent supportive housing.

The following is a list of public meetings Community Housing Network attended to address questions and make presentations, if requested, about its development plans:

Organization	Date	Location	Comments
Columbus Southside Area Commission	January 2024 / June 2024 Meeting		
Merion Village Neighborhood Association	December 2023/ June 2024 Meeting		
Columbus Development Commission	July 2024		
City Council	September 2024		

CHN requested informal meetings with key members of the above bodies in advance of these public meetings.

Exhibit 2 Community Notification Questionnaire

Please answer each question.

- 1) Will the project include existing tenants who would be negatively impacted by public disclosure? No
- 2) Will the project be significant due to either new construction or substantial rehab such that neighbors will "notice" the project even without public disclosure? Yes
- 3) Will there be 24-hour staff? Yes Will there be on-site services? Yes
- 4) Will there be community areas or common space? Yes Will there be parking spaces? Yes
- 5) What type of project:

	Multiple Buildings, Multiple Sites
	Multiple Buildings, Single Site
X	Single Building

- 6) Describe mix and types of structures. What is the density of the project and how does this compare to other types of structures in the immediate neighborhood? Are there other Rebuilding Lives projects within a two (2) mile radius? Within the area? As defined by neighbor?

Density: up to 60 units on 1.981 acres or 30.28 units/acre
Height: 4 stories; approximately 55 feet

The site is bordered by single family homes to the south, a car wash to the east, Dogwood Glen to the east, and Enterprise car rental to the north. The southern 75 feet is a stream protection corridor which will serve as a buffer between Scioto Rise and the single family homes. The building will be designed by Berardi Partners architects.

There are three developments within two miles of the proposed development including Parsons Place, Commons at Grant and Commons at Buckingham.

- 7) Will a zoning variance or other land use authorization be required? Yes. CHN rezoned the site to AR-1 which will permit the intended use. It also obtained a variance to reduce the number of parking spaces to 20.
- 8) Will public funds be used that will require a public hearing or other public disclosure? Yes Will tax abatement be utilized for funding? Yes

- 9) Who is the project designed to serve and how will community involvement and interaction impact that service? Adults who have been Chronically Homeless and are disabled by mental illness, substance abuse, or dual diagnosis.
- 10) Do you plan community notification? Why or why not? We conducted community outreach as outlined in section 1.

- 11) What are the neighborhood organizations within a TWO-MILE radius of the project (please consult lists produced by the city of Columbus and MORPC)? If possible, attach a map. *REQUIRED FOR ALL PLANS.*

<i>Group</i>	<i>Leader</i>	<i>Boundaries</i>	<i>Does project fall within boundaries of the group? (YES/NO)</i>
Columbus Southside Area Commission	Jim Griffin, Chair	See Map	Yes

- 12) Who will be notified²? What is the timeline for notification? How will this notification occur?

<i>Group</i>	<i>Timeline</i>	<i>Method</i>
Merion Village	December 2023	Presentation
Columbus South Side Area Commission	January 2024	Presentation

- 13) What written materials will be distributed as part of the notification? Fact sheets about the proposed project and information about Community Housing Network.

- 14) How will neighbors and neighborhoods be offered opportunities to participate in the project?

CHN reached out to any local neighborhood groups and the area commission to present our project. Additionally, CHN will meet with interested local organizations and stakeholders to discuss our project plans.

Will a neighborhood advisory committee be established? TBD.

Exhibit 3

² Project sponsors must keep an ongoing record of all community contact (written, personal contact, and meetings) and submit updates quarterly.

Key Personnel Questionnaire

Please fill out the names and titles of the people who have been assigned to the following tasks (If not applicable, mark "NA"):

1. **Overall Project Leader:** Samantha Shuler
proves all strategic plans and critical tactical decisions. Coordinates team members, both staff and external support. Responsible for the research, assessment, and planning of the Community Acceptance strategy.
2. **Community Outreach Liaison:** Nancy Rapelje & Ryan Cassell
Responsible for contacting neighbors and neighborhood organizations while also generating and organizing supporters. Will be able to spend time attending community meetings, responding to callers, etc.
3. **Media Spokesperson:** Samantha Shuler
Responsible for talking with all media; generates talking points; prepares supporters to address media, develops press releases/supporting materials, etc.
4. **Project-Planning Leader:** Laurie Sutherland & Ryan Cassell
Responsible for project design, implementation plans, coordinates all aspects of project financing, assures implementation of the project.
5. **Attorneys involved:** Don Plank & Dave Perry
Legal counsel for zoning and other legislative and/or administrative issues.
6. **Real Estate Agent:** Not applicable
7. **Outside Public Relations and/or Community Relations counsel:**
Not applicable
8. **Architect:** Berardi Partners
9. **Other team members:** Jennifer Sharma & Laurie Sutherland

Roles

1. If CEO or executive director is not listed above, what will be his/her role?
2. Who within the agency will be responsible for the political strategy? Samantha Shuler
3. Who within the agency will be responsible for the strategy to work through community issues? Ryan Cassell & Nancy Rapelje
4. Who within the agency will be responsible for the legal strategy? Sam Shuler
5. Who within the agency will be responsible for the public relations/media strategy? Jennifer Sharma
6. Who within the agency will be responsible for the “supporter” strategy? Ryan Cassell & Nancy Rapelje
7. Do you have a budget to support these activities? These activities will be paid for by Community Housing Network.

Exhibit 4

Real Estate Questionnaire

Please answer the following questions.

1. What are the criteria for selecting the project site? Sites must be on a bus line with frequent service including weekends. It should be within a reasonable bus ride to grocery and other amenities. The site must be affordable and free from environmental concerns.

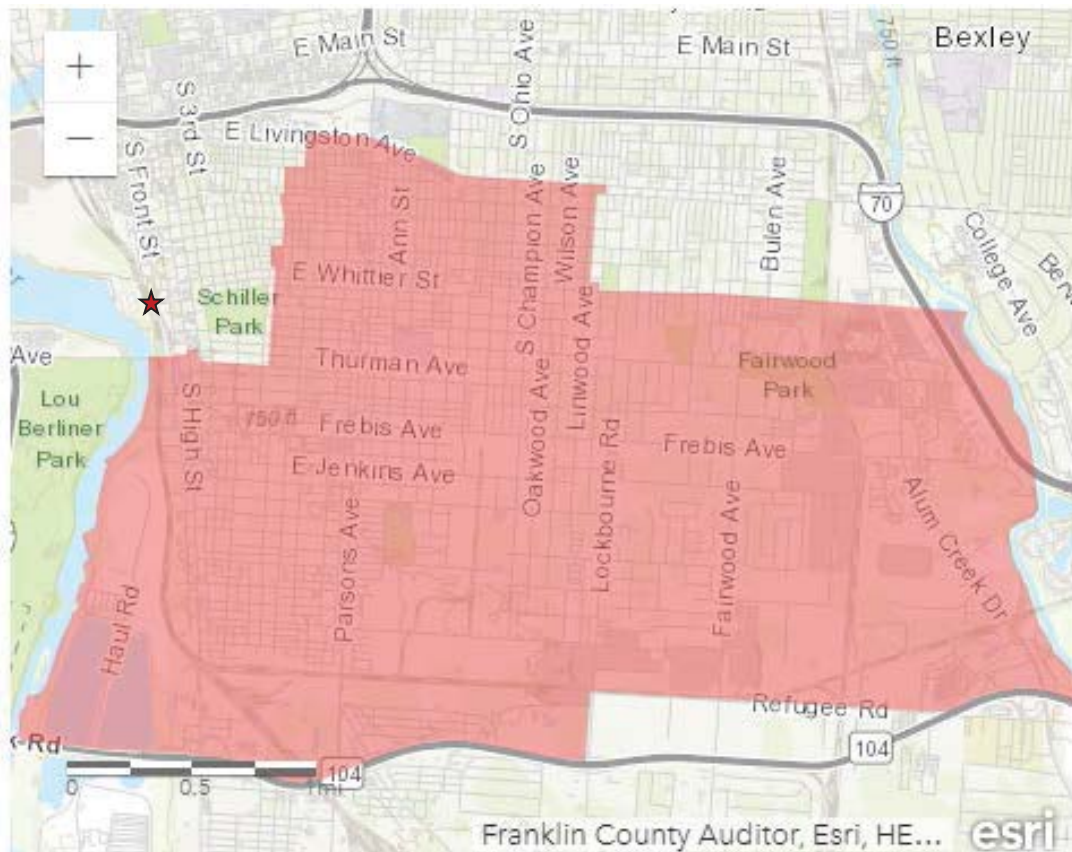
Do you have a site identified? Yes. If yes, please describe. How does this site meet selection criteria? See Project Plan

2. Attach list of all sites considered and reason for not selecting each site. If no other sites are considered, please explain why. CHN was not actively looking for sites at the time so there are no other sites that were considered.
3. If the site has been selected, describe date secured and method of site control. CHN will establish site control with the current owner Community Development for All People in December 2023.
4. Describe current zoning/land use. Will variances or changes be needed? Who will need to approve these changes? CD4AP rezoned the site to AR-2 which will permit the intended use. It also obtained a variance to reduce the number of parking spaces.
5. Describe geology of the site. Has the soil been tested? Are there environmental concerns? A Phase I Environmental study found no environmental concerns. The soil was tested and the soil is typical of urban neighborhoods.
6. Is the site within an area covered by the Community Plan? (e.g. City of Columbus Area Plan) Yes. Northeast Area Plan
7. If leased site, who owns and manages the property? NA

Community Organization Boundary Maps

Columbus South Side Area Commission Map

★ Scioto Rise Place



11. Strategies for Innovative Provision

(Do not exceed the space provided)

Detail innovative attributes of the proposal and demonstrate the project's commitment to innovation. Concepts must be original ideas, able to serve as a model for future developments, able to be replicated, and benefit the population to be served.

CHN designs site and building layouts to meet the needs of individuals with severe mental illness and other trauma. Past developments have incorporated principles from "Envisioning Living Environments for People with Mental Illness" by the Urban Design Center of Northeast Ohio.

Scioto Rise Place's design incorporates an additional approach called "Trauma Informed Design (TID)." Just as Trauma-Informed Care asks, "What happened to you?", TID asks "Where have you been?". TID considers a resident's past environment such as a shelter, addiction recovery center, hospital, and/or jail. Those buildings are typically designed and furnished with budget-conscious utilitarianism and institutional practicality.

Trauma-Informed Design seeks to reduce environmental stress by avoiding triggers or reminders of past negative experiences while promoting healing. Residents may have felt like a case number in a system with few choices, and accommodations are usually uncomfortable and may have been unsafe. Here are a few examples of how Scioto Rise Place's design will incorporate Trauma-Informed Design to benefit the residents:

- Personalizing spaces with color, signage, and decor.
- Residents will control their apartment environment with individual air conditioning and heating equipment.
- The "faux wood" flooring, residential light fixtures, and upholstered furniture will provide a homelike contrast to the institutional setting residents have experienced.
- The entrance will open into a lobby with sight lines to the outdoors. Residents will benefit from security without the danger of triggering a confined feeling.
- Small seating areas throughout the building will allow residents to choose their level of social interaction.
- Calming wall and furniture colors and nature photography will help reduce environmental stress.

12. Implementation Timetable

Provide a timeline with major actions steps to move the project from preliminary to final phase and to bring the project on-line. The timeline should include key funding deadlines, development milestones, community acceptance targets, timeframe for rent-up, etc. Use the sample chart provided, customizing it for the project described in this application. Attach more pages if necessary. Also, landscape format may be used if preferred.

13. BUDGETS

13. BUDGETS																						Time Collapse (10 months)						
Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Month 13	Month 14	Month 15	Month 16	Month 17	Month 18	Month 19	Month 20	Month 21	Month 22	Month 23	Month 33	Month 34	Month 35	Month 36	Month 37
	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26
Pre-development team assembled	X	X	X																									
Agreement with Architect (BPA)	X						X																					
General Contractor Advisor Identified for Scope and Pricing	X																											
Preliminary Design & Program Completed	X	X	X																									
Preliminary Project Budgets & Proforma	X	X	X	X																								
Zoning	Completed in Summer 2023																											
Site Control	Completed in Summer 2023																											
Obtain Professional Studies			X	X																								
Market Study	Completed in Fall 2023																											
Environmental Phase I	Completed in Summer 2023																											
Energy/ Sustainability			X	X																								
Soils Engineering							X																					
Survey	Completed in Summer 2023																X	X	X							X		
Appraisal	Completed in Summer 2023																											
Assemble Rent Subsidy Commitments	X	X	X																									
AHAP Executed																		X										
HAP Executed																							X		X			
Project Plan Submission to CSB	X	X																										
RBLFC/CoFC Meeting to review Project Plan	X	X	X																									
Capital Financing Assembly				X	X	X	X	X	X	X	X	X	X	X	X													
HOME/RHP program application due to the City of Columbus/Franklin County		X	X						X	X							X	X										
Part 58 ER Review							X	X	X	X	X																	
Tax Credit funding from Ohio Housing Finance Agency				X 2/20							X																	
Tax Credit Award Date							X 5/17																					
Final Tax Credit Application											X 9/21																	

12. Implementation Timetable

Provide a timeline with major actions steps to move the project from preliminary to final phase and to bring the project on-line. The timeline should include key funding deadlines, development milestones, community acceptance targets, timeframe for rent-up, etc. Use the sample chart provided, customizing it for the project described in this application. Attach more pages if necessary. Also, landscape format may be used if preferred.

13. BUDGETS

Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Month 13	Month 14	Month 15	Month 16	Month 17	Month 18	Month 19	Month 20	Month 21	Month 22	Time Collapse (10 months)			Month 35	Month 36	Month 37
	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Month 33	Month 34	Sep-26	Oct-26	Nov-26
Conditional Financing Commitments		X	X	X			X	X	X																			
80% Drawings and Specifications							X	X	X	X																		
Subsidy Layering Review																	X	X										
SHP McKinney Vento/HEARTH Application due to U.S. Dep. Of HUD (Service Funding)									X	X												X	X					
All Capital Funding Secured																	X	X										
Community Acceptance Process	Completed in Spring 2023																											
Closing Process																X	X	X	X									
All Capital Funding Closed																			X									
Building Department Approval & GC Selection Process																												
One Stop Shop Meeting	Completed in Summer 2023																											
Building Department Plan Submission													X	X	X	X												
Building Department Approval																	X	X										
General Contractor Contract Finalized																	X	X										
Construction Begins																					X							
Construction Completion																										X		
Occupancy																										X	X	X

	A	B	C	D	E	F	G	H	I
1	13. BUDGETS								
2									
3	Development Budget								
4	11/27/23 11:42 AM								
5	SOURCE OF FUNDS	\$	19,860,971			Construction Funding			
6	Contributed Developers Fees	\$	-	.% of Total		Huntington National Bank	\$	9,620,000	48.4% of TDC
7	ODMHAS	\$	1,000,000	5.% of Total	Grant to GP Equity	AHT Bridge loan	\$	3,000,000	
8	OHFA HDAP	\$	-	.% of Total	Grant to GP Equity	OHFA HDL Bridge Loan	\$	2,500,000	
9	City HOME	\$	2,000,000	10.1% of Total	Grant to Equity	City	\$	2,000,000	
10	Franklin County Funding HOME	\$	-	.% of Total	Grant to Equity	County	\$	-	
11	Equity	\$	15,400,000	77.5% of Total	LLC Equity	Equity	\$	159,000	
12	ADAMH of Franklin County	\$	750,000	3.8% of Total	Grant to Equity	OHFA HDAP	\$	-	
13	FHLB AHP	\$	500,000	2.5% of Total	Grant to Equity	ADAMH of Franklin County	\$	750,000	
14	Donations	\$	-	.% of Total	Legal/Bank	ODMHAS	\$	1,000,000	
15	DDF	\$	210,971	13.3% of DF		DDF/Perm Expenses	\$	831,971	
16	Total	\$	19,860,971			Total	\$	19,860,971	
17	Additional Equity for Bridge Loan Interest	\$	154,000						
18		\$	20,014,971				\$	-	
19	USE OF FUNDS	\$	19,860,971		Basis				
20	Land	\$	780,000	\$13,000/unit					
21	Demolition/Site Remediation	\$	-		\$	-			
22	Off-Site Improvements	\$	-		\$	-			
23	Site Improvements	\$	1,525,176		\$	1,525,176			95%
24	Structures	\$	10,010,575		\$	10,010,575	Hard Costs	\$	12,049,517
25	Contractor's FFE	\$	209,357		\$	209,357	Construction Costs	\$	11,669,167
26	Security System	\$	127,841		\$	127,841	HC w/ GC Fees	\$	13,574,693
27	Payment and Performance Bond	\$	-		\$	-	Total HC	\$	14,708,428
28	GC Cost Certification	\$	7,500		\$	7,500		\$	245,140
29	Construction Fees	\$	133,416		\$	133,416		\$	\$270.7/GSF
30	GR	\$	600,318	5% of HC	\$	600,318	Purchase Costs	\$	780,000
31	Overhead (OH)	\$	240,127	2% of HC	\$	240,127	Construction	\$	14,086,571
32	Profit	\$	720,382	6% of HC	\$	720,382	Miscellaneous	\$	2,147,543
33	Furniture not in GC contract	\$	412,500	\$6,875/unit	\$	206,250	Equip/Furnish	\$	621,857
34	Plan Review/ Permits	\$	12,500		\$	6,250	Architect	\$	635,000
35	City Utility Taps				\$	-	Fees	\$	1,590,000
36	City Inspections (utility & building)				\$	-	Total Costs	\$	19,860,971
37	Electric Service	\$	25,000		\$	12,500			
38	Owner's Special Inspections & Testing	\$	5,000		\$	2,500	OHFA	\$	-
39	Owner's Hard Cost Contingency	\$	678,735	4.6% of HC	\$	678,735	FHLB	\$	-
40	Architecture including design fee	\$	610,000	4.5% of GC	\$	610,000	Community Foundation		0
41	Engineering (MEP/Civil/Structural/ ID/ Prints)	\$	25,000	0.2% of HC	\$	25,000	HOME Funds	\$	2,000,000
42	Surveying (ALTA/Fndtion/as-built/ easements)	\$	20,000		\$	20,000	ADAMH Board Funds	\$	750,000
43	Geotechnical Soils	\$	5,000		\$	5,000	Other	\$	15,400,000
44	Environmental (Phase I and II, if needed)	\$	8,000		\$	8,000	Other	\$	210,971
45	Wetlands	\$	-		\$	-	Total	\$	18,360,971
46	Noise or Traffic Studies	\$	-		\$	-			
47	Green Rater	\$	22,000		\$	22,000			
48	Market Study	\$	7,500	0.0% of TDC	\$	7,500			
49	Land Appraisal	\$	2,000		\$	2,000			
50	Owner Legal (non-zoning)	\$	70,000		\$	70,000			
51	Rezoning/Variances (legal-consultants-fees)	\$	15,000		\$	15,000			
52	Accounting/Audits	\$	15,000		\$	15,000			
53	Construction Insurance	\$	35,000		\$	35,000			
54	Title/Recording	\$	40,000		\$	40,000			
55	Property Taxes	\$	10,000		\$	10,000			
56	Developer Fee	\$	1,590,000	9.1% of Basis	\$	1,590,000			
57	Soft Cost Contingency	\$	59,113		\$	-			
58	Construction Loan Interest	\$	808,080	4.1% of TDC	\$	404,040			
59	Construction Loan Fee	\$	48,100	0.2% of TDC	\$	-			
60	Bank Legal, arch review, appraisal	\$	45,000	0.2% of TDC	\$	45,000			
61	AHT Bridge Loan Fee	\$	30,750	0.2% of TDC	\$	15,375			
62	AHT Bridge Loan Interest	\$	154,000	0.8% of TDC	\$	77,000			
63	OHFA Fees	\$	-	0.0% of TDC	\$	-			
64	Compliance Monitoring Fee	\$	144,000		\$	-			
65	Reservation Fee	\$	105,000		\$	-			
66	Operating Reserve	\$	424,000	9. mo. OERRDS	\$	-			
67	Lease-up Reserve	\$	-		\$	-			
68	Pre-Paid Asset Mng. Fee	\$	80,000	1.7 mo. OERRDS	\$	-			
69	TOTAL	\$	19,860,971	\$331,016/unit	\$	17,496,843			
70	Short		\$0	\$365/GSF					
71	\$			7,983,840					
72	LIHTC Calculation								
73	New Construction Basis	\$		17,496,843					
74	Unqualified Federal Funds	\$		-					
75	Applicable Fraction	100%	\$	17,496,843					
76	QCT?	130%	\$	22,745,896	Credits per Unit				
77	Credit Rate	9.00%	\$	1,750,000	\$	20,000			
78	10 Year		\$	17,500,000					
79	Net Equity Price	\$	0.880	\$	15,400,000				
80		\$	0.8888	\$	15,554,000	\$	297,131		
81			\$	2,047,131					
82			\$	2,539,578					
83									

	J	K	L	M	N	O	P	Q	R	S	T	U								
1	13. BUDGETS																			
2							Inflation Factor: 1.00 Assumes 4 year inflation													
3	Income/Expense Assumptions						Rent Amt: \$ 1,035													
4							% of CMHA Payment Standard: 100%													
5	Annual Income 60						Unit Split 100%													
6	Restricted AMI		Population		Subsidy		BR Size		Units		Rent		Total							
7	Affordable 30%		Homeless		PBV HCV		1 BR		12		\$ 1,035		\$ 149,040		Minimum 25% at 30% AMI					
8	Affordable 30%		ADAMH		PBV HCV		1 BR		3		\$ 1,035		\$ 37,260							
9	Affordable 50%		Homeless		PBV HCV		1 BR		36		\$ 1,035		\$ 447,120		Minimum 25% at 30% AMI remaining at 50% AMI					
10	Affordable 50%		ADAMH		PBV HCV		1 BR		9		\$ 1,035		\$ 111,780							
11	Affordable 60%						1 BR				\$ -		\$ -		20%					
12	Affordable 60%						1 BR				\$ -		\$ -							
13																				
14																				
15	Total						60		\$ 1,035		\$ 745,200									
16																				
17	Annual Operating Expenses		Total		Per Unit		Rent Calculation						2023							
18	Management Fee		\$59,616		\$994		8.0% CMHA Payment Standard (1 BR)						\$ 1,035		110%					
19	Admin/Office Salaries and Benefits		\$14,060		\$234		One Bedroom Market Rent						\$ 941							
20	Property Manager		\$46,172		\$770		FMR						\$ 941							
21	Office Expenses		\$16,698		\$278															
22	Legal & Audit		\$22,532		\$376		Utility Allowance Type						Amount		2022					
23	Advertising & Marketing		\$0		\$0		Heating						Electric		\$ 25					
24	Asset Management Fee		\$0		\$0		AC								\$ 4					
25	Misc. Admin./IT Fees		\$18,111		\$302		Cooking						Electric		\$ 7					
26	Accounting Operating Expenses		\$8,400		\$140		H2O Heating						Electric		\$ 17					
27	Bad Debts		\$8,786		\$146		Electric								\$ 41					
28	Utilities- Common Area		\$24,886		\$415		Water								\$ -					
29	Utilities- Apartments		\$67,083		\$1,118		Sewer								\$ -					
30	Water & Sewer Operating		\$21,951		\$366		Trash								\$ -					
31	Maintenance Salaries and Benefits		\$30,411		\$507		Refrigerator								\$ -					
32	Maintenance Contracts/Supplies		\$76,007		\$1,267		Range								\$ -					
33	Trash Removal		\$8,060		\$134		Total UA								\$ 94					
34	Elevator/HVAC Maintenance		\$14,190		\$237															
35	Pest Control		\$10,215		\$170		Estimated Rent						\$ 847							
36	Grounds/Landscaping		\$16,338		\$272															
37	Painting and Decorating (Turnover)		\$27,934		\$466															
38	Security Contract		\$14,982		\$250															
39	Real Estate Tax Operating Expense		\$0		\$0															
40	Insurance, Benefits, Mis. Taxes		\$33,620		\$560															
41	24/7 Front Desk		\$0		\$0															
42	TOTAL		\$540,051		\$9,001		\$8,007													
43			\$ -		\$9,001															
44			\$215,520		FHLB/unit variance: (\$1,501)															
45																				
46	Stablized Year PF						Debt Service Estimate													
47	Rent Subtotal				\$ 745,200		Present Value						\$ 886,780							
48	Less Vacancy		7.5%		\$ (55,890)		Interest Rate						9%							
49	Gross Income				\$ 689,310		Term						18							
50	Operating Income						Annual Debt Service Payments						\$ 96,352.95							
51	Less Operating Expenses				\$ (540,051)		Initial DSCR						1.30							
52	Net Operating Income				\$ 149,259		DSCR at End of Term													
53	Less Replacement Reserves		\$400 /Unit		\$ (24,000)		Rent and Income Limits													
54																				
55	Less Asset Management Fee				\$ -		# Units						% Units		% AMI/ Income		% AMI/ Rent		Source	
56	Net Income Before Debt Service				\$ 125,259		6						10%		30%		30%		City	
57	Less Annual Debt Service				\$ -		6						10%		35%		35%		HDAP	
58	Cash Flow After Debt Service				\$ 125,259		24						40%		50%		50%		FHLB	
59																				
60																				
61																				
62																				
63	Floor Area Breakdown		Based on TFP 2 (44 units)										Timing Assumptions							
64	Gross Square Footage of all Buildings		54,342										Closing							
65	Commercial Space Condominium Areas		0										Construction Start							
66	Commercial Areas and Fee-Driven Space		0										Construction Completion							
67	Market Rate Unit Area		0										Placed In Service							
68	Low Income Unit Area		35,347										Lease Up Per Month							
69	Managers Unit Area		0										100% Occupied							
70	Common Area (Public)		5,936										Cost Cert							
71	Common Area (Circulation)		5,998										8609 Filed							
72	Common Area (Social Work/Programmatic)		1,913										8609 Returned							
73	Limited Common Area (Private)		0										FHLB AHP Payment							
74	Support		2,030																	
75	Tenant Storage		0																	
76	Major Vertical Penetrations		1,575																	
77	Structured Parking / Garage		0																	
78	Basement		0																	
79	Non-Low-Income floor area		0																	
80	Low Income Floor Area		41,345																	
81	% of Common Area		10.9%																	
82	Net Rentable Square Footage		54,342																	
83	Average Net Rentable SQFT per LI Unit		1,187																	

13. BUDGETS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Income															
Rent Subtotal	\$745,200	\$760,104	\$775,306	\$790,812	\$806,628	\$822,761	\$839,216	\$856,001	\$873,121	\$890,583	\$908,395	\$926,563	\$945,094	\$963,996	\$983,276
Less Vacancy	(\$55,890)	(\$57,008)	(\$58,148)	(\$59,311)	(\$60,497)	(\$61,707)	(\$62,941)	(\$64,200)	(\$65,484)	(\$66,794)	(\$68,130)	(\$69,492)	(\$70,882)	(\$72,300)	(\$73,746)
Gross Income	\$689,310	\$703,096	\$717,158	\$731,501	\$746,131	\$761,054	\$776,275	\$791,801	\$807,637	\$823,789	\$840,265	\$857,070	\$874,212	\$891,696	\$909,530
Operating Expenses															
Management Fee	\$59,616	\$61,404	\$63,247	\$65,144	\$67,098	\$69,111	\$71,185	\$73,320	\$75,520	\$77,785	\$80,119	\$82,522	\$84,998	\$87,548	\$90,175
Admin/Office Salaries and Benefits	\$14,060	\$14,482	\$14,916	\$15,364	\$15,825	\$16,299	\$16,788	\$17,292	\$17,811	\$18,345	\$18,895	\$19,462	\$20,046	\$20,648	\$21,267
Property Manager	\$46,172	\$47,557	\$48,984	\$50,453	\$51,967	\$53,526	\$55,132	\$56,786	\$58,489	\$60,244	\$62,051	\$63,913	\$65,830	\$67,805	\$69,839
Office Expenses	\$16,698	\$17,199	\$17,715	\$18,247	\$18,794	\$19,358	\$19,938	\$20,537	\$21,153	\$21,787	\$22,441	\$23,114	\$23,808	\$24,522	\$25,257
Legal & Audit	\$22,532	\$23,208	\$23,905	\$24,622	\$25,360	\$26,121	\$26,905	\$27,712	\$28,543	\$29,400	\$30,282	\$31,190	\$32,126	\$33,089	\$34,082
Advertising & Marketing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utilities- Common Area	\$24,886	\$25,632	\$26,401	\$27,193	\$28,009	\$28,850	\$29,715	\$30,607	\$31,525	\$32,470	\$33,445	\$34,448	\$35,481	\$36,546	\$37,642
Utilities- Apartments	\$67,083	\$69,095	\$71,168	\$73,303	\$75,502	\$77,767	\$80,100	\$82,503	\$84,978	\$87,528	\$90,154	\$92,858	\$95,644	\$98,513	\$101,469
Water & Sewer Operating	\$21,951	\$22,609	\$23,287	\$23,986	\$24,706	\$25,447	\$26,210	\$26,997	\$27,806	\$28,641	\$29,500	\$30,385	\$31,296	\$32,235	\$33,202
Maintenance Salaries and Benefits	\$30,411	\$31,323	\$32,263	\$33,876	\$35,569	\$37,348	\$39,215	\$41,176	\$43,235	\$45,397	\$47,666	\$50,050	\$52,552	\$55,180	\$57,939
Maintenance Contracts/Supplies	\$76,007	\$78,287	\$80,635	\$84,667	\$88,901	\$93,346	\$98,013	\$102,913	\$108,059	\$113,462	\$119,135	\$125,092	\$131,347	\$137,914	\$144,810
Trash Removal	\$8,060	\$8,302	\$8,551	\$8,808	\$9,072	\$9,344	\$9,624	\$9,913	\$10,211	\$10,517	\$10,832	\$11,157	\$11,492	\$11,837	\$12,192
Elevator/HVAC Maintenance	\$14,190	\$14,616	\$15,055	\$15,506	\$15,971	\$16,451	\$16,944	\$17,452	\$17,976	\$18,515	\$19,071	\$19,643	\$20,232	\$20,839	\$21,464
Pest Control	\$10,215	\$10,521	\$10,837	\$11,162	\$11,497	\$11,842	\$12,197	\$12,563	\$12,940	\$13,328	\$13,728	\$14,139	\$14,564	\$15,001	\$15,451
Grounds/Landscaping	\$16,338	\$16,828	\$17,333	\$17,853	\$18,388	\$18,940	\$19,508	\$20,093	\$20,696	\$21,317	\$21,957	\$22,615	\$23,294	\$23,993	\$24,712
Painting and Decorating (Turnover)	\$27,934	\$28,772	\$29,635	\$30,524	\$31,440	\$32,383	\$33,355	\$34,356	\$35,386	\$36,448	\$37,541	\$38,667	\$39,828	\$41,022	\$42,253
Security Contract	\$14,982	\$15,431	\$15,894	\$16,371	\$16,862	\$17,368	\$17,889	\$18,425	\$18,978	\$19,548	\$20,134	\$20,738	\$21,360	\$22,001	\$22,661
Real Estate Tax Operating Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance, Benefits, Mis. Taxes	\$33,620	\$34,628	\$35,667	\$36,737	\$37,839	\$38,975	\$40,144	\$41,348	\$42,589	\$43,866	\$45,182	\$46,538	\$47,934	\$49,372	\$50,853
24/7 Front Desk	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	(\$540,051)	(\$556,253)	(\$572,940)	(\$592,386)	(\$612,529)	(\$633,394)	(\$655,010)	(\$677,405)	(\$700,609)	(\$724,653)	(\$749,570)	(\$775,393)	(\$802,157)	(\$829,900)	(\$858,659)
Net Operating Income	\$149,259	\$146,844	\$144,218	\$139,115	\$133,602	\$127,660	\$121,265	\$114,396	\$107,028	\$99,136	\$90,695	\$81,678	\$72,054	\$61,796	\$50,871
Less Replacement Reserves	(\$24,000)	(\$24,720)	(\$25,462)	(\$26,225)	(\$27,012)	(\$27,823)	(\$28,657)	(\$29,517)	(\$30,402)	(\$31,315)	(\$32,254)	(\$33,222)	(\$34,218)	(\$35,245)	(\$36,302)
Asset Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Net Income Before Debt Service	\$125,259	\$122,124	\$118,756	\$112,889	\$106,590	\$99,837	\$92,608	\$84,879	\$76,625	\$67,822	\$58,442	\$48,456	\$37,836	\$26,551	\$14,569
Less Annual Debt Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cash Flow After Debt Service	\$125,259	\$122,124	\$118,756	\$112,889	\$106,590	\$99,837	\$92,608	\$84,879	\$76,625	\$67,822	\$58,442	\$48,456	\$37,836	\$26,551	\$14,569
Deferred Dev. Fee Balance	\$210,971	\$85,712	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Paid Developer Fee	\$125,259	\$85,712	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Adjusted Balance	\$85,712	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Reserve	\$424,000	\$432,480	\$441,130	\$449,952	\$458,951	\$468,130	\$477,493	\$487,043	\$496,784	\$506,719	\$516,854	\$527,191	\$537,735	\$548,489	\$559,459
	1.22	1.21	1.20	1.18	1.17	1.15	1.14	1.12	1.10	1.09	1.07	1.06	1.05	1.03	1.02
	0.82	0.83	0.83	0.85	0.86	0.87	0.88	0.89	0.91	0.92	0.93	0.94	0.96	0.97	0.98
Rent Assumptions	Rent	Units	BRs												
Rent Income for Year 2024	\$ 1,035	60	1 BR												
Vacancy Rate	8%														
Rent Increases (Annual Increase)	2%														
Expense Assumptions															
Management Fee (of Total Revenue)	8.0%														
Replacement Reserve	\$350 /Unit														
All Other Expenses	3%														
Maintenance Increase Year 4 onward	5%														

13. Budgets

d) Annual services budget and budget narrative

Scioto Rise Place
Service Budget

SERVICE INCOME

Source	Amount	Amount/Unit	Comments
HUD New Bonus CofC Funds	\$ 247,183	\$ 4,120	Requested HUD Funding CofC submittal 10/2023
Start Up Funding*	\$ -	-	
Medicare and Medicaid	\$ 25,000	\$ 417	Estimate
CSB Funding	\$ -	-	
ADAMH	\$ 61,798	\$ 1,030	Estimate based on 20% of Admin., CM, and Service Needs Assessment
Additional Funds Needed	\$ 129,258	\$ 2,154	City ARPA
TOTAL	\$ 463,239	\$ 7,721	

SERVICE EXPENSES

2.4

Item	Cost	Cost/Unit	FTE	Assumptions and Comments
Administrative	\$ 44,327	\$ 739		Non-staff/ non-transport direct exp
HMIS Expenses	\$ 6,074	\$ 101		Data input and HMIS management
Annual Assessment of Service Needs	\$ 28,150	\$ 469	.5 FTE Employees	Intake assistance
Assistance with Moving Costs	\$ 10,800	\$ 180		Move-In Kits
Case Management	\$ 111,026	\$ 1,850	2. FTE Employees	# of on-site Case Managers @\$21/hour w benefits
Manager of PSH	\$ 13,790	\$ 230	.17 FTE Employees	# of PSH Manager @\$30/hour w benefits
Outreach RN	\$ 11,357	\$ 189	.2 FTE Employees	@\$21/hour w benefits
Employment Assistance and Job Training	\$ 7,950	\$ 181	.14 FTE Employees	@\$21/hour w benefits
Housing Search and Counseling Services	\$ -	-	. FTE Employees	@\$21/hour w benefits
Legal Services	\$ -	-		
Clinical	\$ 1,217	\$ 20	.01 FTE Employees	# of Director of Clinical Operations @\$45/hour w benefits
Mental Health Services	\$ 18,739	\$ 426	.33 FTE Employees	# of on-site Clinical Service Coordinator @\$21/hour w benefits
Outpatient Psychiatric and Health Services	\$ 1,082	\$ 18	.01 FTE Employees	# of Psychiatrist @\$40/hour w benefits
Manager of SUD	\$ 811	\$ 14	.01 FTE Employees	# of SUD Manager @\$30/hour w benefits
Substance Abuse Treatment	\$ 11,357	\$ 258	.2 FTE Employees	# of on-site Case Managers @\$21/hour w benefits
Transportation	\$ -	-		
Utility Deposits	\$ -	-		
Indirect Costs	\$ -	-		
Front Desk Staff	\$ 196,560	\$ 4,467	4.75 FTE Employees	# of on-site Front Desk Engagement @\$20/hour w benefits
TOTAL	\$ 463,239	\$ 7,721	8.3	

e) 10 Year Service Proforma

Scioto Rise Place
Service Proforma

	1*	2*	3	4	5	6	7	8	9	10
Service Revenues										
HUD New Bonus CofC Funds	\$ 247,183	\$ 252,127	\$ 257,169	\$ 262,313	\$ 267,559	\$ 272,910	\$ 278,368	\$ 283,936	\$ 289,614	\$ 295,407
Start Up Funding*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medicaid and Medicare	\$ 25,000	\$ 25,500	\$ 26,010	\$ 26,530	\$ 27,061	\$ 27,602	\$ 28,154	\$ 28,717	\$ 29,291	\$ 29,877
CSB Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADAMH	\$ 61,798	\$ 63,034	\$ 64,295	\$ 65,581	\$ 66,892	\$ 68,230	\$ 69,595	\$ 70,986	\$ 72,406	\$ 73,854
Additional Funds Needed	\$ 129,258	\$ 131,843	\$ 134,480	\$ 137,170	\$ 139,913	\$ 142,712	\$ 145,566	\$ 148,477	\$ 151,447	\$ 154,476
TOTAL	\$ 463,239	\$ 472,504	\$ 481,954	\$ 491,593	\$ 501,425	\$ 511,454	\$ 521,683	\$ 532,116	\$ 542,759	\$ 553,614
<i>*Medicaid billing requires CARF and OHMAS certifications, therefore assumed no Medicaid funding for first 15 months.</i>										
<i>**Assumes a portion of the existing grant can be moved to Touchstone Field Place through YMCA applications.</i>										
Service Expenses										
Administrative	\$ 44,327	\$ 45,214	\$ 46,118	\$ 47,040	\$ 47,981	\$ 48,941	\$ 49,919	\$ 50,918	\$ 51,936	\$ 52,975
HMIS Expenses	\$ 6,074	\$ 6,195	\$ 6,319	\$ 6,446	\$ 6,575	\$ 6,706	\$ 6,840	\$ 6,977	\$ 7,117	\$ 7,259
Annual Assessment of Service Needs	\$ 28,150	\$ 28,713	\$ 29,287	\$ 29,873	\$ 30,470	\$ 31,080	\$ 31,701	\$ 32,336	\$ 32,982	\$ 33,642
Assistance with Moving Costs	\$ 10,800	\$ 11,016	\$ 11,236	\$ 11,461	\$ 11,690	\$ 11,924	\$ 12,163	\$ 12,406	\$ 12,654	\$ 12,907
Case Management	\$ 111,026	\$ 113,247	\$ 115,512	\$ 117,822	\$ 120,178	\$ 122,582	\$ 125,034	\$ 127,534	\$ 130,085	\$ 132,687
Manager of PSH	\$ 13,790	\$ 14,066	\$ 14,348	\$ 14,634	\$ 14,927	\$ 15,226	\$ 15,530	\$ 15,841	\$ 16,158	\$ 16,481
Outreach RN	\$ 11,357	\$ 11,584	\$ 11,816	\$ 12,052	\$ 12,293	\$ 12,539	\$ 12,790	\$ 13,045	\$ 13,306	\$ 13,572
Employment Assistance and Job Training	\$ 7,950	\$ 8,109	\$ 8,271	\$ 8,436	\$ 8,605	\$ 8,777	\$ 8,953	\$ 9,132	\$ 9,314	\$ 9,501
Housing Search and Counseling Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Clinical	\$ 1,217	\$ 1,241	\$ 1,266	\$ 1,291	\$ 1,317	\$ 1,343	\$ 1,370	\$ 1,398	\$ 1,426	\$ 1,454
Mental Health Services	\$ 18,739	\$ 19,113	\$ 19,496	\$ 19,886	\$ 20,283	\$ 20,689	\$ 21,103	\$ 21,525	\$ 21,955	\$ 22,395
Outpatient Psychiatric and Health Services	\$ 1,082	\$ 1,103	\$ 1,125	\$ 1,148	\$ 1,171	\$ 1,194	\$ 1,218	\$ 1,242	\$ 1,267	\$ 1,293
Manager of SUD	\$ 811	\$ 827	\$ 844	\$ 861	\$ 878	\$ 896	\$ 914	\$ 932	\$ 950	\$ 969
Substance Abuse Treatment	\$ 11,357	\$ 11,584	\$ 11,816	\$ 12,052	\$ 12,293	\$ 12,539	\$ 12,790	\$ 13,045	\$ 13,306	\$ 13,572
Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Front Desk	\$ 196,560	\$ 200,491	\$ 204,501	\$ 208,591	\$ 212,763	\$ 217,018	\$ 221,358	\$ 225,786	\$ 230,301	\$ 234,907
TOTAL	\$ 463,239	\$ 472,504	\$ 481,954	\$ 491,593	\$ 501,425	\$ 511,454	\$ 521,683	\$ 532,116	\$ 542,759	\$ 553,614
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Expense Inflation 2%

14. Status of Other Funds

A. Capital and Development Costs						
Funding Source	Program	Type	Amount	Status	Amount/ Unit	% of TDC
ODMHAS	Capital	Forgiveable Loan	\$ 1,000,000	Applied to HUD in 2023	\$ 16,667	5%
City of Columbus	HOME or HOME ARPA	Loan	\$ 1,500,000	To be applied for Jan 2024	\$ 25,000	8%
ADAMH of Franklin County	HOME	Loan	\$ -	To be applied for in October 2024	\$ -	0%
FHLB Cincinnati	AHP	Loan	\$ 1,000,000	To be applied for in July 2024	\$ 16,667	5%
OHFA/OCCH	LIHTC	Equity	\$ 15,225,000	Application Feb. 2024	\$ 253,750	80%
Community Housing Network	Deferred Dev Fees	CF Loan	\$ 400,344	Not committed	\$ 6,672	2%
Total			\$ 19,125,344		\$ 318,756	100%
			\$ -			

B. Operations							
Funding Source	Program	Type	Units	Amount	Status	Amount/ Unit	% of Income
CMHA/ HUD HCV	Rental Assistance	PB HCV	60	\$ 745,200	Preliminary Commitment	\$ 1,035	100%
Total			60	\$ 745,200			

C. Services						
Funding Source	Program	Type	Amount	Status	Amount/ Unit	% of Services
HUD New Bonus		Grant	\$ 247,183	Applied for in 2023	\$ 4,120	53%
Medicaid and Medicare		Reimbursement	\$ 25,000		\$ 417	5%
Existing CSB Sources		Grant	\$ -		\$ -	0%
ADAMH service funds	OHTF	Grant	\$ 61,798	To be applied for in April 2025	\$ 1,030	13%
Additional Funds Needed	HUD	Grant	\$ 129,258		\$ 2,154	28%
Total			\$ 463,239		\$ 7,721	

15. Evidence of Funding Commitments

Attach evidence of co-applicant for partner commitments and evidence of funding commitments. This can include copies of signed contracts, loan documents, letters of commitment and other documentation that demonstrate funder and partner guarantees.

16. Additional Optional Documentation

<OPTIONAL> You may submit a limited number of maps, plans, and/or photographs, in 8 ½ x 11 format, that provide additional information about the project.

**DO NOT SUBMIT ADDITIONAL MATERIALS NOT
SPECIFICALLY REQUESTED IN THE APPLICATION**

**Columbus and Franklin County Continuum of Care
Project Plan Application**

Application Checklist

Agency Name: Community Housing Network (CHN)

Project Name: Knoll View Place

- ☐ Concept Paper Submitted on 10/23/2023; rev11/27/2023; rev1/8/2024
- ☐ CoC approval received on _____
- ☐ Initial Project Plan
- ☐ Quarterly Update If quarterly update indicate #: _____
- ☐ Final Project Plan

Agency Self Check	CSB Check	Application Requirements & Assembly Order
x		Application checklist
x		Project Plan Cover Sheet & Authorization
x		Project Overview
x		Development Plan
x		Operations and Tenant Selection Plan
x		Supportive Services Plan and Supportive Services Table
x		Program Outcomes Plan
x		Staff Client Ratio Form, Table of Organization Chart, and Position Descriptions
x		Evaluation and HMIS Plan
x		Consumer Involvement Plan
x		Community Outreach Plan
x		Strategies for Innovative Provision
x		Implementation Timetable
x		Capital/Development Budget
x		Annual Operating Budget
x		10-year Operating Pro Forma
x		Annual Services Budget
x		10-year Services Pro Forma
x		Status of Other Funding Chart
x		Evidence of Funding Commitments
x		Tenant Selection Plan

1. Applicant and Project Information**Date:** October 20, 2023; rev11/27/2023; rev01/04/2024**Project Name:** Knoll View Place

	Total	Annual Services	Annual Operations	Development / Capital
CoC Funds	1,567,506	317,506	0	1,250,000
Other Funds	18,135,333	145,733	695,520	17,294,080
TOTAL PROJECT COST	19,702,839	463,239	695,520	18,544,080

Lead Organization (project sponsor):

Community Housing Network

Mailing Address:

1680 Watermark Drive, Columbus OH 43215

Contact Person:

Mary L Price

Telephone: 614-487-6700**Fax:** 614-487-0405**E-mail:** mprice@chninc.org**Authorization**

Acting as a duly authorized representative, I hereby affirm that the governing body of the below named organization has reviewed and accepts all the guidelines, requirements and conditions described in the Project Development Process Information Packet, and wishes to be considered for assistance by the CoC.

Lead Organization: Community Housing Network**Date:** 10/23/2023**Authorized Signature:****Name/Title:** Samantha Shuler, CEO**Co-Applicant Organization:****Date:****Authorized Signature:****Name/Title:****Co-Applicant Organization:****Date:****Authorized Signature:****Name/Title:**

2. Project Overview <i>(Do not exceed the space provided)</i>	
Agency Name:	Community Housing Network
Program/ Project Name:	Knoll View Place
Proposal Summary:	Knoll View Place will provide fifty-six (56) one-bedroom units of permanent supportive housing prioritized for individuals experiencing homelessness with mental illness, addiction, and trauma-related issues who meet the State of Ohio's Permanent Supportive Housing Policy Framework. The property will be at approximately 897 E. Mound St., Columbus, Ohio 43205.
Population to be Served:	The target population is men and women who are homeless or at risk of homelessness and are disabled by mental illness, substance addiction, dual diagnosis, and/or physical disability. Individuals struggle to overcome severe and persistent housing barriers that may include histories of chronic poverty, alcohol and drug abuse, incarceration, generational and systematic inequities, institutionalization, long-term unemployment, and trauma impacting their housing stability. The population will have incomes at or below 30% AMI, as USHS requires. Of Knoll View Place's fifty-six (56) units, fifty-one (51) units will house individuals who meet the HUD definition of homelessness and be designated for those who meet chronic homelessness criteria. The remaining five (5) units will house individuals who meet the Ohio Department of Mental Health and Addiction Service's definition of severe mental illness or co-occurring mental illness and substance abuse, homeless, or at-risk of homelessness or institutionalization.
Partners & Roles:	Community Housing Network, Inc. will provide overall program management, person-centered property management, and housing services. Comprehensive management will include program operation, administration of subsidies, community relations, maintenance and security, facilitation of partner meetings, admissions oversight, eviction prevention and training, and assistance with outreach.
Housing:	Knoll View Place will consist of 56 one-bedroom apartments in a single structure, including community gathering space and offices for supportive services. All units will have a bed, dresser, sofa, and guest chair. The building will include two laundry rooms, a community room with a kitchen, and a fitness room.

Program and Services:	<p>Community Housing Network (CHN) will provide overall program management, person-centered property management, and housing services. Comprehensive management will include program operation, administration of subsidies, securing community partnerships, maintenance, housing facilitation, and eviction prevention. CHN will subcontract with Aryes Staffing to provide 24/7 front desk coverage. Front desk staff works with CHN and partner staff to intervene during periods of a crisis, placing a resident at imminent risk of losing housing. People entering the building engage with the front desk staff. An interior and exterior camera system is monitored to ensure the safety of residents. Front desk services help strengthen housing retention for residents.</p> <p>Living at Knoll View Place provides access to engaging onsite support services to help them overcome obstacles, sustain wellness, and achieve their aspirations—with equitable opportunities to enjoy dignified, productive, and purposeful lives. CHN will have an annual renewable contract with Concord Counseling Services (CCS) to provide onsite supportive services. CCS will provide residents with services including ongoing assessments, case management, access to psychiatric services, referral to medication monitoring, health services, employment services, individual counseling, and substance abuse treatment. CCS has a proven track record of successful Medicaid, Medicare, and third-party payer billing and utilization.</p>	
Proposed Roll Out:	<p>Oct 2023</p> <p>Oct 2023 - Jan 2024</p> <p>Jan 2024 - Nov 2024</p> <p>May 2025 - Aug 2026</p> <p>Sep 2026 - Dec 2026</p>	<p>Established site control</p> <p>CHN seeks CofC ranking</p> <p>Secure financing commitments</p> <p>Construction</p> <p>Lease Up</p>
Community Outreach:	<p>CHN will develop a Community Acceptance Plan in accordance with CSB's local template for community outreach. CHN began reaching out to community organizations in May 2023, including presentations at community meetings, and has been working through community responses to the Knoll View Place development. CHN will work to convene a Knoll View Place Community Advisory Council (CAC) in the future, comprised of stakeholders and neighborhood leaders. The CAC will meet regularly to discuss the proposed development and to address community concerns through the creation and implementation of a Good Neighbor Agreement. Good Neighbor efforts will continue through the rollout of the new facility.</p>	

Budget Category	Brief description of how you will use CoC Funds				
Capital Costs	The Total Capital Cost for Knoll View Place is estimated to be \$18,544,080. Of this total, Community Housing Network, Inc. will request the following amounts from Columbus and Franklin County Continuum of Care members: 1) City of Columbus \$1,250,000 (HOME or HOME/ARPA); and 2) ADAMH Board of Franklin County \$750,000. 91% of the capital cost is for HUD CoC units and 9% is for ADAMH units.				
Operating Costs	Community Housing Network estimates that HUD Rental Assistance will pay the annual Operating Expenses for Knoll View Place through Housing Choice Vouchers (including Mainstream Vouchers). It is estimated that the 56 one-bedroom units would generate \$695,520 in operating subsidy annually or \$13,910,400 over 20 years (calculated without inflation).				
Service Costs	Community Housing Network anticipates a need for \$463,239 annually to operate the services at Knoll View Place. Services will include case management, front desk engagement, direct assistance, and administrative costs. Community Housing Network anticipates needing funding from multiple sources including the Continuum of Care’s HUD SHP Service New Bonus and ADAMH of Franklin County service funding. Additionally, Concord Counseling will be expected to secure reimbursements from Medicaid.				
CoC/CSB:	1,250,000	Annual	317,506	Annual	0
Capital Cost		Services Cost		Operating	
Per Unit:	24,510	Per Unit:	6,226	Cost Per Unit:	0
Total:	18,544,080	Annual	463,239	Annual	695,520
Capital Cost		Services Cost		Operating	
Per Unit:	331,144	Per Unit:	8,272	Cost Per Unit:	12,420

3. Development Plan

(You may use additional pages for this section)

- a) **Describe proposed site(s) or neighborhood(s) for housing and the status of site control and zoning. The CoC will give extra consideration to proposals that incorporate:**

- ⟨ **Developments in areas without previous housing credit development for the population to be served.**
- ⟨ **Developments that include the redevelopment of vacant or foreclosed properties**
- ⟨ **Developments located in high income census tract areas, Qualified Census Tracts, or areas with current or future significant economic investments**

The proposed Knoll View Place site will be located at approximately 897 E. Mound St., Columbus, Ohio 43205, and is comprised of four adjoining tax parcels owned by the City of Columbus Land Bank. The site will be 1.24 +/- acres in size and situated in Qualified Census Tract 53.00. The property is a vacant site. CHN will secure site control in October 2023 and complete the zoning process in December 2023. The property is a flat lot with mature trees covering a portion of the parcels. Single-family homes and duplexes border the site to the north and a community garden borders the site to the east. Single-family homes and a church are to the south, and a single-family home is to the west. All utilities are available at the site.

The site will be rezoned from R-2F to AR1 with a 100-unit limit. A parking variance will also be required. The property is located within the jurisdiction of the Near East Area Commission, South of Main Civic Association, and Olde Town East Neighborhood Association. All three groups have been notified of the proposed development.

The nearest permanent supportive housing /housing credit project is over one mile away at Safe Haven, 749 E. Broad St, Columbus, Ohio 43205. CHN operates Safe Haven.

- b) **Describe the relationship of the site(s) to community facilities (transportation, shopping, recreation, employment, services, etc.). The CoC will give extra consideration to proposals that incorporate:**

- ⟨ **Developments within a half-mile of a grocery store and/or a transit stop and/or at least three other positive land uses**
- ⟨ **Developments with no detrimental land use within a half-mile (junk or salvage yard, prison/jail, airport, adult video/theater, etc.).**

Community Housing Network has analyzed the Knoll View Place site with respect to both positive off-site amenities and detrimental surrounding land uses. The following positive community facilities were found within two and half miles of the site:

Within ¼ mile:

- COTA transit stops (Route #4; walkable from site)
- Day care center
- Convenience Store
- High School & Elementary School
- Places of Worship
- Community Center
- City Recreation/Park
- Food Bank
- Pharmacy
- Addiction & Recovery services
- City of Columbus Public Health
- Discount Store

Within 1 mile:

- Restaurants
- Gas Station
- Wellness Center

Within 1 1/2 mile:

- Fire Station
- Hospital
- Public Library
- Grocery Store
- Bank
- Columbus State Community College
- Post Office

The following detrimental land uses were not found within a half-mile of the site:

- Airport
- Landfill
- Sewer treatment plant
- Adult retail shop/theater
- Salvage yard
- Loud noise or foul odor source
- Heavy manufacturing operation
- Prison

c) Describe the number, type, and configuration of units (sections 6A and 6G from the Concept Paper). Housing units should be configured according to the following minimum size requirements:

- < Efficiency units must exceed 450 square feet. One-bedroom units must exceed 540 square feet.
- < For one-bedroom units, the bedroom must be at least 120 square feet.
- < Each bedroom in new construction or adaptive reuse units must be at least seven (7) feet in each direction and contain a closet in addition to the minimum square footage. Detail steps taken to ensure visitability, including Universal Design elements such as no-step entrance(s), doors and openings

with compliant clear width, and accessible bathrooms.

< **Contact CSB if you plan to develop units with 2 or more bedrooms.**

Knoll View Place will consist of 56 one-bedroom affordable housing units in an approximately 48,853 square foot, three-story elevator-served building. The site, building, and units will meet OHFA's minimum requirements for Permanent Supportive Housing, including:

1. Each unit will exceed 540 square feet.
2. Each bedroom will exceed 120 square feet.
3. Each bedroom will exceed 7 feet in each direction and contain a closet in addition to the
4. minimum square footage.
5. Each unit will be visitable as defined by OHFA.
6. Each unit will meet HUD Fair Housing Act design guidelines.
7. Universal Design features will be incorporated throughout the building.
8. Entire building, each unit, and all outdoor amenities will be accessible.

d) Describe on-site amenities (e.g., recreation areas, social areas, office space, common kitchen and dining areas, common laundry areas, parking). The maximum common area cannot exceed 20 percent of the total gross building square footage, excluding dedicated program space.

Onsite amenities at Knoll View Place will include:

- Community Room with full kitchen
- Fitness Room
- Security office (24-hour front desk)
- Bike room and outdoor bike rack
- Elevator
- Parking spaces
- Laundry rooms
- Case Management offices
- Property Manager's Office
- Computer space

The common area will not exceed 20 percent of the total gross building square footage.

e) Describe development activity (e.g., acquisition/rehab; new construction). If the proposal includes rehabilitation of existing housing units or the adaptive reuse of a building, submit a capital needs assessment and a scope of work.

The Knoll View Place development method will be all new construction on a vacant site.

1. Operations & Tenant Selection Plan

(You may use additional pages for this section)

- a) Describe the target population, including their anticipated needs. Describe the expected breakdown of the population by income levels (AMI).

The target population is men and women who are homeless or at risk of homelessness and are disabled by mental illness, substance addiction, dual diagnosis, and/or physical disability. Individuals struggle to overcome severe and persistent housing barriers that may include histories of chronic poverty, alcohol and drug abuse, incarceration, generational and systematic inequities, institutionalization, long-term unemployment, and trauma impacting their housing stability. The population will have incomes at or below 30% AMI, as USHS requires. Of Knoll View Place's fifty-six (56) units, fifty-one (51) units will house individuals who meet the HUD definition of homelessness and be designated for those who meet chronic homelessness criteria. The remaining five (5) units will house individuals who meet the Ohio Department of Mental Health and Addiction Service's definition of severe mental illness or co-occurring mental illness and substance abuse, homeless, or at-risk of homelessness or institutionalization.

Community Housing Network (CHN) starts with housing because it fulfills a basic human need that allows us to address other human needs, especially those that are complex and chronic. Once they have a home with CHN, residents can feel safe and comforted, knowing they have a place to rest, recover, and reset. CHN furthers equity for each resident by providing access to supportive services to help them heal and thrive. By helping our residents thrive, we go a long way toward erasing the stigma of homelessness and mental illness, where people of diverse backgrounds and incomes live and work together with mutual compassion and respect.

A Place to Call Home estimates a need for at least 1,494 PSH placement options for single adults with severe service needs. The community currently has approximately 455 PSH placements on average annually. The 2022 Gap Analysis for Columbus/Franklin County reports that there are 1,790 individuals annually that demand PSH housing which, based on the assumption of 15% turnover in the CoFC existing PSH units (2,589), demonstrates an annual need of 1,401 additional PSH units for homeless individuals in Franklin County. CHN will continue to address permanent supportive housing needs in our community.

- b) Describe how you will manage and operate the project, including staffing levels and maintenance/security plans. Attach a table of organization and position descriptions.

Management: Community Housing Network (CHN) will serve as the project lead and administrator, providing person-centered property management and housing services, including program operation, fiscal oversight, administration of subsidies, maintenance, community relations, and security. CHN will subcontract with service partners to provide front desk staff and supportive

services. CHN will assume responsibility for performance outcomes and other matters of compliance.

Staffing: CHN will subcontract with Aryes Staffing to provide 24/7 front desk coverage. CHN will employ an onsite property manager (1 FTE) and maintenance (.5 FTE) available during the first shift. CHN will have an annual renewable contract with Concord Counseling Services (CCS) to provide onsite supportive services. CCS's anticipated staffing plan: Service Coordinator 3.0 FTE, Clinical Service Coordinator .33 FTE, Outreach RN .20 FTE, Case Manager .20 FTE, SUD Therapist .02 FTE, Psychiatrist .01 FTE, Vocational .14 FTE, Manager PSH .17 FTE, Director of Clinical Operations .01 FTE and Manager of SUD .01 FTE. CHN and its service partners meet regularly to review progress and coordinate services.

Maintenance and Security: Maintenance – including inspections, routine maintenance, and repairs – will be conducted by a Maintenance Technician assigned to the project. Maintenance Technicians report to the Maintenance Supervisor, and CHN employs both positions. Onsite security is managed through 24/7 front desk staffing noted above and security cameras, smoke alarms, and controlled-access entries.

- c) **Describe the staff structure, including administrative/management, operations, and services staffing, as well as any contract staff from other agencies that will be located on site.**

Knoll View Place will always have at least one staff member onsite. Front desk staff will be available 24/7 to address residents' immediate concerns, including crisis intervention and conflict resolution. CHN will have a Property Manager onsite (M-F 8 am - 5 pm) to work more closely with residents on housing retention strategies and other issues. The Property Manager oversees subcontracted Aryes front desk staff. Concord Counseling Services will have two full-time service coordinators and other staff (M-F 8 am – 5 pm) visiting for onsite services. There will be limited weekend coverage.

Property Managers report to a Regional Manager in the CHN Property Management Team. Concord Counseling Services' staff will work with the CHN Supportive Services team. CHN administrative staff members work out of the central office. Property Management and Supportive Services staff will frequently meet with CCS onsite staff, visit the site to manage programmatic and operational functions, and convene monthly partner meetings to discuss site-specific concerns.

A Maintenance Technician assigned to Knoll View Place will be onsite as needed for repair and maintenance. Maintenance Technicians are supervised by the Maintenance Supervisor who will visit the site to ensure general upkeep.

- d) **Describe admissions policies and procedures. Attach a copy of the tenant selection plan. The tenant selection plan must address in detail if there are any exclusions to acceptance (e.g., criminal history, sex offenders) and the rationale for exclusion. The CoC will give additional consideration to projects that propose minimal exclusionary criteria.**

For the (56) units, fifty-one (51) tenants will be selected through the Unified Supportive Housing System (USHS) administered by the Community Shelter Board (CSB). A single adult who wishes to occupy a Knoll View Place unit must work with their emergency shelter case manager, rapid re-housing case manager, or homeless outreach worker to complete a PSH assessment tool submitted directly to CSB. This tool identifies prospective applicants and prioritizes them according to HUD requirements. Applicants will be selected for entry according to the length of time they were homeless and the severity of service needs. The remaining twelve (5) units will be selected through the Housing Facilitation department administered by CHN, in accordance with ADAMH housing guidelines and with assistance in application processing from USH.

e) Describe the plan for initial lease-up, including publicity materials, presentation/recruitment, and timeline.

As the Knoll View Place project enters its construction phase, the Community Housing Network (CHN) will work with the USHS to develop a detailed timeline for the lease-up. CHN plans to achieve full occupancy within 90 days of construction ending. CHN will keep the Columbus and Franklin County Ohio Continuum of Care and its service partners abreast of any changes to the project timeline that could impact the lease-up.

Lease-up efforts will begin approximately three (3) months before opening. To ensure timely lease-up of the 51 HUD homeless units, the USHS Program Manager will identify potential applicants using the USHS pool. Units will be prioritized for chronically homeless individuals. Suppose there are no chronically homeless individuals in the USHS pool. In that case, non-CHN applicants will be prioritized based on the length of their homelessness and the severity of service needs. Concurrently, the CHN Housing Facilitation Team will pull prospective applicants from its housing pool of ADAMH consumers and residents of the Bridge to Success transitional housing program to lease-up the remaining five (5) units.

f) Describe the rent structure (e.g., minimum monthly rent, how rent is calculated, whether there will there be a work equity program).

The average monthly rent is anticipated to be \$1,035 per unit, based on FY2023 FMR rates for Franklin County. Residents will pay 30% of their income towards rent; however, depending on the rent subsidy utilized, a minimum rent of \$50 per month may be required by CMHA unless a waiver is granted. Residents will be required to begin making rent payments upon occupancy. CMHA will fund rental assistance to subsidize eligible tenants' remaining rent.

Residents unable to make minimum rent payments may qualify for either short-term bridge subsidy assistance from the ADAMH Board or a hardship waiver from CMHA, dependent on the rent subsidy utilized. CHN is exploring implementing a new work equity program to provide rent credit, but a final determination on a program model is forthcoming.

g) Describe eviction and eviction prevention procedures.

Eviction action is used only as a last resort. CHN's eviction procedures are consistent with Ohio landlord/tenant laws. Tenants may be evicted for severe violations of their leases by themselves or their visitors. Examples of such violations include but are not limited to, nonpayment of rent, illegal activities on the property, including the sale or use of illegal drugs, and violence or threats of violence. As part of CHN's eviction prevention framework, service coordination staff, and property management discuss ongoing tenant concerns weekly to be proactive and address problematic behavior before a lease violation occurs.

When a lease violation occurs and where appropriate, property management initiates a process allowing the tenant to progress to correct the issue over time. For example, the property manager may issue a strict compliance notice rather than immediately initiating notices required for eviction. If the behavior continues, the property manager will follow up with a 30-day notice to cure. Throughout the process, service staff and property management communicate regularly. Should the tenant disagree about the nature of the violation, the service coordination staff can work with the resident to file a grievance claim through CHN's Tenants Rights & Grievance Procedure process (detailed here <https://www.chninc.org/tenants-rights>) or schedule a meeting with the property manager and service coordination staff.

The service staff will work with the tenant to develop a housing retention plan that addresses property management concerns and meets the tenant's needs. The service coordination staff will link the tenant to community services that may assist in resolving the lease violation, including representative payee services, community mediation services, drug and alcohol treatment, anger management, and mental health services. Residents may also be referred to the Legal Aid Society of Columbus.

Suppose the issue cannot be resolved within the predetermined timeframe, but the tenant and service coordination staff are working towards a resolution with documented progress. In that case, the tenant may be given extra time to resolve the issue. Examples of documented progress include enrollment in special programs for additional treatment or housekeeping services.

Some residents wish to move through retention on their own. If it appears they are not going to be successful, the service coordination staff will offer assistance, which at that point is rarely refused.

CHN will proceed to eviction if the problem is not corrected at the end of a timeframe agreed to in the housing retention plan. If the matter cannot be resolved within the predetermined timeframe and documented progress is not being made, CHN will proceed with the eviction according to established landlord/tenant laws. Residents may choose to move out on their own if appropriate. The service coordination staff will assist the tenant in locating other housing options if needed.

CHN often requests or agrees to an "Agreed Judgment Entry Process." The court allows the tenant to remain in housing under certain treatment or behavior compliance conditions. This process is in lieu of eviction, but the tenant remains subject to immediate eviction if violations continue.

- h) Describe how the project work with the community's Unified Supportive Housing System to target, engage, and house clients experiencing significant barriers to permanent supportive housing placement.**

USHS manages vacancies and lease-ups for the region's supportive housing programs and ensures that the most vulnerable applicants for housing are prioritized when units become available. A single adult meeting HUD's definition of homelessness must work with their emergency shelter case manager, rapid re-housing case manager, or homeless outreach worker to complete a PSH assessment tool submitted directly to CSB. This tool identifies prospective applicants and prioritizes them according to HUD requirements. Applicants will be selected for entry according to the length of their homelessness and the severity of service needs. Of Knoll View Place's fifty-six (56) units, fifty-one (51) units will house individuals who meet the HUD definition of homelessness and be designated for those who meet chronic homelessness criteria. The remaining five (5) units will house individuals who meet the Ohio Department of Mental Health and Addiction Service's definition of severe mental illness or co-occurring mental illness and substance abuse, homeless, or at-risk of homelessness or institutionalization.

5. Supportive Services Plan

(You may use additional pages for this section)

- a) **Describe the number and characteristics of persons to be served (should match goals in Program Outcomes Plan).**

Knoll View Place will feature fifty-six (56) one-bedroom units of permanent supportive housing prioritized for individuals who meet the State of Ohio's Permanent Supportive Housing Policy Framework and HUD's definition of chronic homelessness. All participants will be disabled men and women. The target population is men and women who are homeless or at risk of homelessness and are disabled by mental illness, substance addiction, dual diagnosis, and/or physical disability. Individuals struggle to overcome severe and persistent housing barriers that may include histories of chronic poverty, alcohol and drug abuse, incarceration, generational and systematic inequities, institutionalization, long-term unemployment, and trauma impacting their housing stability. The population will have incomes at or below 30% AMI, as USHS requires. On average, 50% of head of households are male, and 67% are people of colour living in CHN's supportive housing. Knoll View Place may have similar demographic numbers. Of Knoll View Place's sixty (56) units, fifty-one (51) units will house individuals who meet the HUD definition of homelessness and be designated for those who meet chronic homelessness criteria. The remaining five (5) units will house individuals who meet the Ohio Department of Mental Health and Addiction Service's definition of severe mental illness or co-occurring mental illness and substance abuse, homeless, or at-risk of homelessness or institutionalization.

"Homelessness among single adults, like homelessness among other populations, is a result of the lack of affordable, available housing. Because of the cost of housing and inadequate incomes, even a temporary financial or life crisis – such as losing a job, the end of a relationship, the death of a partner, or a health emergency – can result in a loss of housing and homelessness. People experiencing chronic homelessness are particularly vulnerable because they disproportionately live in unsheltered locations and have one or more disabilities such as mental illness, substance use disorder, or physical disability. Outreach and engagement help this population access low-barrier shelters and connect to housing – essential for their safety and health". [National Alliance to End Homelessness, April 2023](#)

Studies have shown that housing is multidimensional along a continuum: at one end of the spectrum is no access to housing of reasonable quality (complete instability), and at the other is access to housing of suitable quality in the absence of threats (complete stability). These dimensions of housing stability and instability are as follows: housing type, recent housing history, current housing tenure, financial status, standing in the legal system, education and employment status, harmful substance use, and subjective assessments of housing satisfaction and stability. '[How Stable is Stable', Journal of Community Psychology, 2014](#). A housing retention and tenure history establishes a baseline and helps identify potential barriers and coping strategies, including financial security and social inclusion.

- b) **Describe the qualifications of the supportive services staff; including education, experience, and special skills they will use to serve the population. Describe the commitment of a local service provider, if applicable and available.**

Tiana Purvis is the Chief Operating Officer at CHN. She has a Master of Social Work degree from The Ohio State University and is a Licensed Independent Social Worker with a Supervisory designation in Ohio. As COO, oversees the Supportive Services and Property Management departments working collaboratively to implement program activities and provide direction for service implementation and evaluation activities. She has over 15 years of administrative and social services experience as a demonstrated and experienced leader in homelessness and housing. Ms. Purvis' experiences include homelessness and housing, crisis intervention, suicide prevention, and anti-human trafficking work.

Rachel Rubey, CHN's Supportive Services Director, has a Master of Social Work from The Ohio State University specializing in Mental Health and is licensed as an Independent Social Worker in Ohio. She has experience working with vulnerable populations, including individuals with severe and persistent mental illness and substance abuse disorders. Rachel oversees the delivery of supportive services in CHN's permanent supportive housing programs and is responsible for developing policies and procedures to promote housing first principles and housing retention.

The service partner, Concord Counseling Services (CCS), has a well-established 20-year history of providing high-quality, accessible, evidence-based services to residents in Community Housing Network's PSH and Service Enriched housing sites and services for older adults. Established in 1972, Concord is a 501(c)(3) organization with an over 50-year history of effectively utilizing a variety of federal funds. Concord is accredited by the International Commission on Accreditation of Rehabilitation Facilities (CARF) in Case Management/Service Coordination, Integrated SUD/Mental Health Outpatient Treatment for Adults, Children, and Adolescents, Prevention Services, and Job Development & Community Employment Services. Concord maintains a full Behavioral Health Certification by Ohio Mental Health and Addiction Services (OHMAS) to provide Employment Services, Community Psychiatric Supportive Treatment (CPST) Services, Therapeutic Behavioral Services and Psychosocial Rehabilitation, Consultation, Prevention, General, Crisis Intervention, and Substance Use Disorder (SUD) Case Management Services.

The service partner, Concord Counseling Services, takes a dynamic, flexible treatment team approach to client care and problem-solving. Working with clients provides a holistic plan that balances supports across the spectrum of needs. CCS strives to create client-led interventions based on the stages of change model. Strong relationships and frequent resident contacts ensure that services remain beneficial to clients. In addition to working closely with clients to design and implement plans and strategies, staff complete and review assessments regularly. Residents complete annual housing assessments, goal planning, and standardized assessments such as the OQ and RAS questionnaires.

Weekly meetings with CHN's property management team provide ongoing feedback and collaboration about the client's progress toward goals and ability to maintain housing. Service Coordinators meet weekly as a team and individually with clinical supervisory staff to present cases and work collaboratively to improve outcomes. Constant, clear communication allows us to pivot as needed. Service Coordinators are most able to communicate with residents when they are onsite and hold a relatively consistent schedule. Staff post office hours and provide contact information to residents. CCS has an open-door policy wherein clients are encouraged to contact

Service Coordinators as needed. A treatment-team approach, which includes primary case management, therapy services, property manager, and AOD or other specialists when necessary, provides a comprehensive support base as clients are guided through positive change.

The effectiveness of mental health services for OQ is measured by 70% of clients with at least two administrations demonstrating any improvement in their OQ Measures outcome and 50% demonstrating a reliable change of 14 points or more. Our electronic medical record (EMR) CREDIBLE is used to track the majority of service expectations. The onsite Service Coordinator runs a monthly report to track engagement with residents and generates a checklist of clients that need to be seen that month. The report includes fields for required case documents such as Housing Stabilization plans, payment plans, Medicaid billing amounts, and service referrals to psychiatric, primary health, dental, and vision services. The vocational team uses CREDIBLE reporting to track job and vocational placements. The effectiveness of vocational services is measured by at least 20% of clients that engage in the vocational program being placed in either a job, job-training program, or educational program. The effectiveness of resident plans is gauged in the weekly site meeting. Service staff update the team on progress made/not made on retention plans.

c) **Describe in-service and staff training (must meet [CSB Partner Agency Standards](#)).**

CHN will ensure that CSB's Partner Agency Standards around required staff training are met. Training to be offered will include but not be limited to the following:

- Emergency evacuation procedures
- Universal Precautions
- CPR and first aid procedures
- Agency operating procedures
- Non-violent crisis intervention techniques (de-escalation techniques)
- Relevant community resources and social service programs
- Ethical client practices
- Customer service techniques
- Cultural competency and diversity
- Recognition and reporting of elder and child abuse and neglect
- Evidence-based practices relevant to the program including Stages of Change, Motivational Interviewing, Trauma-Informed Care, and Blended Management.
- Disease prevention protocols
- Homeless sensitivity
- Relapse intervention
- Mental health overview
- Fire safety
- Community building
- Residents' rights
- Adult Protective Services

- Psychiatric medications and side effects
- Managing Dementia
- AOD overview
- Domestic violence (signs and symptoms)
- Behavior modification
- Effective communication
- Employment
- SSI/SSDI Outreach, Access, and Recovery (SOAR)
- Medicaid/Medicare/Third Party Payer billing

CHN contracts with agencies for front desk and supportive services staff are expected to cover the costs of any necessary training. These staff can participate in CHN-sponsored training as space allows.

d) **Describe the proposed client-staff ratio for each shift.**

Knoll View Place Staff/Client Ratio

- Direct Service staff is defined as all staff members who work directly with clients to meet goals (case managers, case aides, engagement specialists, client advocates, front desk staff, etc.).
- Operations staff is defined as all staff members who work indirectly with clients to meet goals (administrators, maintenance, finance, etc.).
- Program capacity is 51 units, 91% of total units.

	Services		Operating	
	<u># of Staff</u>	<u>FTEs</u>	<u># of Staff</u>	<u>FTEs</u>
First Shift	6	3.72	2	0.73
Second Shift	1	.91	1	.91
Third Shift	1	.91	1	.91
	8	5.54	4	2.55

e) **Describe the overall service delivery plan, including:**

- ⟨ Eviction prevention and intervention to preserve tenancy
- ⟨ Substance abuse issues, including relapse prevention
- ⟨ Employment strategies that increase tenant income
- ⟨ Referrals to local jobs programs
- ⟨ Coordinated and expedited access to benefits (e.g., SSI, Medicaid)
- ⟨ Educational/vocational services
- ⟨ Counseling related to educational and vocational training programs
- ⟨ Budgeting and money management
- ⟨ Physical and behavioral health care

- < Referrals to healthcare/wellness programs
- < Coordination with the criminal justice system/legal issues
- < Credit counseling and consultation
- < Peer support
- < Leisure options

The site will be staffed with two service coordinators and visiting professionals in psychiatric, therapeutic, medical, and vocational services with Concord Counseling Services (Concord). Service coordination includes linkage to other supports both within CCS and other agencies. All staff are Qualified Mental Health Specialists with backgrounds in social services. They are required to complete ongoing training in clinical skills (stages of change, motivational interviewing, trauma-informed interventions, and de-escalation techniques) and skills specific to the population with which they work. All staff are well-versed in harm reduction strategies and work to buttress support around clients as they move toward or through substance use treatment. Service Coordinators work with therapists to host alcohol or drug treatment groups and other agencies for Narcan training and information onsite or support residents through inpatient or residential treatment as needed. Service Coordinators have weekly clinical supervision, and additional clinical support is available oncall as necessary.

Concord provides onsite access to individual vocational supports, including job coaching and development, funds for transportation, training, and any ancillary needs. Concord encourages residents to participate in Pathway Clubhouse and 1221 Art Space for early vocational training and activities. A psychiatric nurse is available several times monthly for ongoing, preventative healthcare and physical and psychoeducation. Service Coordinators provide necessary transportation for individual residents and linkage to medical transportation and discounted COTA service.

When the tenant is ready for move-up/move-on, continuity of care will be provided if desired. The Case Manager will remain linked with the resident through the move-out, the transition to the new housing placement, and then as an ongoing community support provider. In addition, Concord is in the early stages of developing a Peer Support program with plans to use Peer Support staff onsite to supplement and enhance service delivery.

- f) **Describe how you will coordinate services, including with community-based services that complement on-site services. Describe engagement strategies.**

CHN operates all its PSH units with a Housing First approach, utilizing Harm Reduction and other evidence-based practices to ensure residents maintain stable, permanent housing. We create opportunities for success by providing residents with support tailored toward their specific housing barriers. By building a network of services and partners to address every need, we make a safety net that empowers residents to move forward while creating a sense of belonging and community.

CHN implements a blended management approach where all partners and staff have a shared commitment and coordinated communication to provide equitable opportunities and support, assisting residents with stable housing and well-being.

Residents can access ongoing assessments, goal planning, case management, life skills classes, linkage to benefits, medication monitoring, individual/group counseling, substance abuse treatment, employment readiness training, and community service partners such as the Mid-Ohio Food Bank produce market. Residents are encouraged and often connected to ADAMH-funded service providers for more specialized care. Aryes Staffing provides 24-hour front desk and crisis intervention services, assisting with ongoing services.

Service Coordinators assess residents' needs and risk factors before developing structured plans to ensure housing stability. Service Coordinators are versed in educational techniques to improve Activities of Daily Living skills and engage with residents using evidence-based practices. Staff can easily link residents with psychiatric, vocational, therapeutic, and medical services at Concord or other community agencies. Clinical staff provide the initial contact point for various external, mainstream social services. Service Coordinators, trained in Motivational Interviewing and Harm Reduction techniques, are experienced in working with residents to develop strategies for safe use and connecting residents to outpatient and more intensive AOD treatment providers. Residents will have linkage to various educational programs including GED, licensure-track trainings, and occupational rehabilitation supports. When residents cannot work, service Coordinators leverage their knowledge of Social Security Administration processes to guide claimants in obtaining benefits. Each resident receives individualized care, meeting them where they are and guiding them to the best possible outcome.

CHN's Supportive Housing team provides service coordination leadership and works with the contracted service partner staff to ensure a seamless plan to support residents' needs. Partner meetings will be held onsite at least once monthly to track outcomes and improve coordination efforts. CHN's Property Management team meets at least biweekly to discuss coordinated efforts addressing the needs of residents.

- g) **Describe the type and size of space you need to implement the service plan, including detail about how the physical design of the building(s), the project site, and location will enhance the lives of residents specific to their particular needs.**

The location is ideal for low-income residents as it is two blocks from a bus line and within a mile of a major employment center for the area (Downtown Columbus). Knoll View's site will benefit the residents as it has a connection to nature due to the adjacent to a well-run community garden, which has a tradition of donating produce to the surrounding community.

The facility is within walking distance of a library and a community center, and these amenities provide residents with the opportunity for social and educational activities. The facility will be designed to meet current housing standards, with larger apartments and accessibility to all building areas for persons with physical disabilities. All units will meet OHFA's minimum requirements for Permanent Supportive Housing one-bedroom units. All units will be 'visitable,' and Universal Design features will be included throughout the building. The building will be designed with the principles of Trauma Informed Design (TID), which considers the past experiences of residents. Elements of TID that have been incorporated into the building include short hallways, no blind corners, natural light, calming wall colors, individual HVAC and residential lighting.

Knoll View Place will include spaces dedicated to providing services including offices

for case management, property management, and 24/7 front desk service staff. Amenities will be incorporated into the Knoll View Place development – including a community room with a full kitchen, television lounge, computers, laundry rooms, and offices for Property Management staff. The site will offer spaces dedicated to providing services, including offices designed for medical care and case management and 24/7 front desk/crisis intervention staff. CHN will provide a community kitchen designed to incorporate hands-on cooking classes, and the community room will host group activities. Finally, small seating areas will be included on each floor to promote social engagement.

h) Describe the source(s) of funding for services and how you plan to sustain supportive service provisions over the life of the project.

CHN will utilize several funding sources to provide supportive services at Knoll View Place. CHN has applied for supportive services funding through the CoC application processes. Concord will bill Medicaid for eligible service provision. CHN and its partners will explore new community partnerships to obtain discretionary resources and provide innovative, flexible service provision as the project moves forward.

i) Complete the supportive services table below.

- ⟨ You may require participation in supportive services that are not disability-related as a condition of the program if clients are at or have been at imminent risk of eviction and services are necessary to maintain tenancy (e.g., protective payee). Describe how you will implement this provision.
- ⟨ While permanent supportive housing by definition makes social and other supportive services available to its tenants, participation in disability-related supportive services must not be mandatory and cannot be a stipulation of tenancy. Describe how you will implement this provision.

CHN and Concord Counseling Services will routinely encourage engagement in voluntary services, linking residents to services and organizations with the capability to address emotional and behavioral issues that will positively impact long-term housing retention. In accordance with HUD guidelines, participation in supportive services is not mandatory to maintain housing.

Suppose a resident faces eviction and Concord staff cannot intervene effectively. In that case, CHN's Supportive Services staff will intervene and work with the resident and the Service Coordinator to develop a housing retention plan to help retain housing. Part of the plan will be documented supportive service provision directly related to the cause of potential eviction. If the resident refuses to develop a plan or agrees to the plan and subsequently refuses to participate, CHN may move forward with the eviction process.

CHN adheres to HUD regulations regarding voluntary participation in disability-related supportive services. Furthermore, CHN ensures that our partner service agencies adhere to this practice when working with our properties. Language confirming this requirement is included in all Professional Service Agreements executed between CHN and its service partners. While disability-related supportive services are elective, CHN and its service partners routinely encourage engagement in voluntary services, linking tenants to service organizations with the capability to address emotional and behavioral issues that will positively impact long-term housing retention.

Supportive Services Table

Type of Service	Provider	Total persons provided with service annually	Typical duration/intensity of the service	Offered on-site (yes or no)
a) Assessment of service needs	Concord Counseling Services	56	Weekly	Yes
b) Case Management	Concord Counseling Services	56	Weekly	Yes
c) Education Services	Community-based provider	56	As needed	Yes
d) Employment Assistance and job training	Concord Counseling Services	56	Weekly	Yes
e) Housing Search and Counseling Services	CHN Property Manager; Concord Counseling Services	56	Weekly	Yes
f) Legal Services	Community-based provider	56	As needed	No
g) Life Skills Training	Concord Counseling Services	56	Weekly	Yes

6. Program Outcomes Plan (POP)

POP instructions and forms are available on CSB's website [here](#). Contact CSB Operations Director Lianna Barbu for a POP development.

CSB Program Category:	Permanent Supportive Housing
Agency Name:	Community Housing Network
Program Name:	Knoll View Place

		Capacity
Homeless Units	#	51
HUD CH Units	#	51
Other disabled units	#	5
Other Units (non-homeless, non-disabled)	#	
Total Units	#	56

Target population:

Single Males and/or Females	X
Households with Children	
Youth Males and/or Females	
Domestic Violence victims only	
Veterans only	
HIV/AIDS populations only	
Single male and female plus households with children	

Measure		Quarter 1 7/1- 9/30	Quarter 2 10/1- 12/31	Semi- Annual 7/1- 12/31	Quarter 3 1/1- 3/31	Quarter 4 4/1- 6/30	Semi- Annual 1/1- 6/30	Annual 7/1- 6/30
Households Served	#	51	51	51	51	51	51	51
Successful Housing Outcomes ²	%	90	90	90	90	90	90	90
Successful Housing Outcomes	#	46	46	46	46	46	46	46
Successful Housing Exits	%	50	50	50	50	50	50	50
Housing Stability ²	Mos.	24	24	24	24	24	24	24
Housing Affordability at Exit ³	%	50	50	50	50	50	50	50
Exit to Homelessness ^{2,4}	%			<10			<10	<10
Turnover Rate ³	%	5	5	10	5	5	10	20
Program Occupancy Rate ²	%	95	95	95	95	95	95	95
Negative Reason for Leaving ²	%			20			20	20
Increase in cash income (other than employment) from entry to exit or end of	%	30	30	30	30	30	30	30
Increase in income from employment, from entry to exit or end of reporting	%	15	15	15	15	15	15	15

7. Staff Client Ratio Form, Table of Organization Chart, and Position Descriptions

A sample table of organization is available on CSB's website [here](#).

The following pages show CHN's organization chart.

8. Evaluation and HMIS Plan

(Do not exceed the space provided)

Review the Partner Agency Standards on CSB's website [here](#). Describe your plan for ensuring that the proposed project meets the requirements regarding on-going program evaluation. Program evaluation will measure the project's ability to meet both the individual needs of the residents and overall community issues of homelessness. Explain how you will convey evaluative detail to OHFA, the CoC, and others. Describe your plan for meeting HMIS standards, including timely and accurate data entry.

CHN is dedicated to ensuring effective ongoing program evaluation for all its projects. Program evaluation is an integral part of monthly partner meetings where CHN and contracted service partner staff review and assess progress and address any concerns. Program occupancy reports are developed monthly and shared with CHN's Senior Leadership team, grants and compliance staff, and housing staff leadership to assess progress and address areas of concern.

CHN managerial and compliance staff review CSB's HEARTH Policies and Procedures, Columbus Service Point (CSP) Policies and Procedures, and Administrative and Program Standards regularly and as needed when these documents are revised. CHN employs a four-person compliance staff to conduct internal audits of client files and other compliance matters on at least a quarterly basis.

CHN has shown ongoing compliance with HMIS standards. Our Data Analyst has over a decade of experience working with HMIS standards and serves as our CSP Site Administrator and the main point of contact for CSP-related activities. The Data Analyst represents CHN at all CSP Administrator meetings and leads our efforts to comply with CSB's CSP Policies and Procedures.

All CHN's CoC and CSB-funded programs undergo multiple external onsite reviews by individual funding agencies throughout the year, such as Ohio Housing Finance Agency, HUD, Ohio Department of Development, Ohio Capital Corporation for Housing, Franklin County, City of Columbus, etc.

CHN relies on our Board's input and guidance to evaluate overall agency and program operations. We establish and track internal goals for all programs annually, and managers present progress on these goals quarterly. Progress on outcomes is discussed with the Board throughout the year, and overall results are presented annually.

9. Consumer Involvement Plan

(Do not exceed the space provided)

Review the Partner Agency Standards on CSB's website [here](#). Describe your plan for ensuring that clients are involved in the planning and development process. Address your strategy for gathering on-going client feedback, particularly as it relates to program improvements.

CHN involves its residents in selecting housing locations and in designing buildings. The feedback comes informally through daily interaction and formally at tenant meetings and focus groups. Getting resident feedback helps CHN improve each building by ensuring that the design meets the residents' needs.

10. Community Outreach Plan

(You may use additional pages for this section)

Describe how you will develop a community outreach plan. The community outreach plan must address the nature of the development, location, design, and how you will notify the residents and businesses in the area. The plan could include involving local elected officials, Community Development Corporations, Community Housing Development Organizations, and community groups, or posting notices in libraries or other public places where residents may congregate. If a Community Housing Development Organization is involved, identify the organization and proposed communication. Social media, design charrettes, or notices in local papers are examples of methods to target your message. Submit a narrative with supporting documentation describing the plan, including:

- < Project Survey
- < Community Acceptance Strategy
- < Community Notification Questionnaire
- < Key Personnel Questionnaire
- < Real Estate Questionnaire
- < Letters of support from district legislators and/or local municipal entities (recommended, not required)
- < Other Project fact sheets

Guidelines and resources regarding the CSB Community Acceptance Plan and the local template for community outreach are available on CSB's website [here](#).

REBUILDING LIVES & COMMUNITY SHELTER BOARD Community Acceptance

Exhibit 1 Community Acceptance Strategy¹

Prepare written assessment and plan for community acceptance should be submitted with the concept paper and at least 30 days prior to site control. Records of activities and revisions to the plan should be submitted quarterly.

Community Outreach

Community Housing Network will present the Knoll View Place development to community leaders in informal meetings as requested and in formal public meetings starting in October 2023. CHN will request participation in a Good Neighbor Agreement.

Community Housing Network anticipates that there will be the following concerns raised as we reach out to the community:

- Concerns regarding poverty, property values, and crime.
 - Community Housing Network will solicit participation in a Community Advisory Council. When there are concerns related to our residents, CHN works with the community to address them quickly and we appreciate support from the community via the Community Advisory Council to help us continue to be good neighbors.
 - Community Housing Network will educate the community regarding Fair Housing laws and tenant and landlord law, as needed. We will provide information to the community regarding Housing First, Blended Management, Service Engagement and other best practices related to Permanent Supportive Housing operations that will be used at Knoll View Place.

Our message to the community will also include:

- Community Housing Network is a not-for-profit organization that develops, owns, manages, and operates approximately 1,500 units of housing in nearly every zip code in Franklin County, including Columbus and surrounding suburbs. We provide affordable, supportive housing linked to social, health and employment services for people disabled by mental illness, substance addiction and histories of homelessness.
- Our attractive housing developments enhance the vitality of communities in which they are located, while reducing the costs to local taxpayers associated with homeless shelters, emergency room visits and institutional care.
- Residents are encouraged to be actively engaged in self-managing their health and well-being, including participating in counseling, job readiness programs and employment. Many of these services are provided on-site by other non-profit agencies.
- Specifically, on the proposed site:
 - CHN will build up to 56 affordable housing units consisting of all one-bedroom units.
 - This will continue to be a leased apartment building, not a group home or shelter. Residents sign leases and pay rent.

¹ Modified from Non-Profit Housing Association of Northern California

[https://chninc-my.sharepoint.com/personal/mprice_chninc_org/Documents/CSB Community Shelter Board/Project Plans/Prep INFO - KVP/KVP Community Outreach Plan 2023 10 20 \(Final\).doc](https://chninc-my.sharepoint.com/personal/mprice_chninc_org/Documents/CSB%20Community%20Shelter%20Board/Project%20Plans/Prep%20INFO%20-%20KVP/KVP%20Community%20Outreach%20Plan%202023%2010%2020%20(Final).doc)

- CHN will invite community groups to execute a Good Neighbor Agreement, which creates the framework for mutual expectations and ongoing communications between CHN and the neighborhood.
- Using Housing First and supportive services, the homeless can rebuild their lives in permanent supportive housing.

Community Housing Network staff will meet biweekly and exchange communication regularly regarding community outreach and will continue to do so throughout the project development. Community Housing Network will work with Irvin Public Relations on high level communication strategies that include mass media outlets or large-scale events.

The following is a list of public meetings where Community Housing Network will attend to address questions and make presentations, if requested, about its development plans:

Organization	Date	Location	Comments
Olde Towne East Neighborhood Association	October 11, 2023 7:00p	Central Community House 1150 E. Main St.	CHN presents the project, describes zoning variances and design, and seeks approval and support
South of Main Civic Association	October 18, 2023 6:30p	Columbus Metropolitan Library (Shepard Branch) 850 N. Nelson Rd.	CHN presents the project, describes zoning variances and design, and seeks approval and support
Near East Area Commission: Planning Committee	October 19, 2023 6:30p	Near East Neighborhood Pride Center 1393 E. Broad St.	CHN presents the project, describes zoning variances, describes building design, seeks approval and support for building design
Near East Area Commission: Zoning Committee	October 24, 2023 6:30p	Near East Neighborhood Pride Center 1393 E. Broad St.	CHN presents the project, describes zoning variances, seeks approval and support for zoning.
Olde Towne East Neighborhood Association	November 8, 2023 7:00p	Central Community House 1150 E. Main St.	CHN presents the project, describes zoning variances and design, and seeks approval and support
Near East Area Commission General Meeting	November 9, 2023, 6:30p	Near East Neighborhood Pride Center 1393 E. Broad St.	CHN presents the project, describes zoning variances and project design, seeks approval and support for project.
South of Main Civic Association	November 15, 2023 6:30p	Columbus Metropolitan Library (Shepard Branch) 850 N. Nelson Rd.	CHN presents the project, describes zoning variances and design, and seeks approval and support

Near East Area Commission: Planning Committee	November 15, 2023 6:30p	Near East Neighborhood Pride Center 1393 E. Broad St	CHN presents the project, describes zoning variances and project design, seeks approval and support for project.
Near East Area Commission: Zoning Committee	November 28, 2023 6:30p	Near East Neighborhood Pride Center 1393 E. Broad St	CHN presents the project, describes zoning variances, seeks approval and support for zoning.
Near East Area Commission General Meeting	December 14, 2023 6:30p	Near East Neighborhood Pride Center 1393 E. Broad St	CHN presents the project, describes zoning variances and project design, seeks approval and support for project.
City Council	January 22, 2024 7:00p	90 W. Broad	CHN presents the project, describes zoning variances and project design, seeks approval and support for project.

CHN will request informal meetings with key members of the above bodies in advance of these public meetings. These meetings will be used to identify key supporters and opposition within the community. Additionally, CHN will reach out to churches, service agencies, and other potential supporters to recruit them to attend meetings and speak positively on our behalf. In addition to the above community meetings, Community Housing Network will reach out to the City of Columbus, Franklin County, and State Senator Hearcel Craig and State Representative Dontavius Jarrells as part of our Public Notification efforts. If requested, Community Housing Network will attend meetings with these important elected leaders to clarify any questions or address any concerns that they might have.

Our media strategy will be proactive. Community Housing Network has collected resident success stories and will share those success stories with the community to help humanize the issues of homelessness. We will work on a media strategy that presents Knoll View Place in a fair, factual, and balanced manner.

Exhibit 2 Community Notification Questionnaire

Please answer each question.

- 1) Will the project include existing tenants who would be negatively impacted by public disclosure? **No**
- 2) Will the project be significant due to either new construction or substantial rehab such that neighbors will "notice" the project even without public disclosure? **Yes**
- 3) Will there be 24-hour staff? **Yes** Will there be on-site services? **Yes**
- 4) Will there be community areas or common space? **Yes** Will there be parking spaces? **Yes**
- 5) What type of project:

	Multiple Buildings, Multiple Sites
	Multiple Buildings, Single Site
X	Single Building

- 6) Describe mix and types of structures. What is the density of the project and how does this compare to other types of structures in the immediate neighborhood? Are there other Rebuilding Lives projects within a two (2) mile radius? Within the area? As defined by neighbor?

Density: Knoll Hill will be a 56-unit apartment building developed on 1.25 +/- acres, giving it a density of 45 density units/acre.

Height: 3 stories; approximately 40 feet

The site is surrounded by a mix of uses, including a church, a single-family home, rental housing ranging from a duplex to several multifamily apartment buildings, and Nationwide Children's Hospital's Near East development. The building will be designed by Berardi Partners architects.

There are four other Permanent Supportive Housing (PSH) developments within 2 miles of the proposed development. They are as follows:

398 S. Grant Ave.

Units		
# Units	%	
54	54	Continuum Units
46	46	Other Units
100	100	Total Units ¹

749 E. Broad St.

Units		
# Units	%	
13	100	Continuum Units
0	0	Other Units
13	100	Total Units ¹

**Commons
at**

Units		
# Units	%	
77	77	Continuum Units
23	23	Other Units
100	100	Total Units ¹

**88-96 N. 22nd
Street**

Units		
# Units	%	
30	100	Continuum Units
0	0	Other Units
30	100	Total Units ¹

7) Will a zoning variance or other land use authorization be required?

Yes. The site is zoned Residential-2F which does not permit Apartment Residential use. Rezoning and variance applications will be submitted to the City of Columbus in September 2023. The site will be rezoned to AR-1 which permits multifamily at the density proposed for Knoll View place. The plan will also require variances for a reduction in parking spaces and setback, and an increase in building height.

- 8) Will public funds be used that will require a public hearing or other public disclosure? **Yes**
Will tax abatement be utilized for funding? **No. Although CHN won't see a tax abatement to fund the project, the site will qualify for a real property tax exemption, which helps reduce operating costs.**
- 9) Who is the project designed to serve and how will community involvement and interaction impact that service? **Individuals who are disabled by mental illness, substance abuse, and/or physical disabilities, and who are homeless or at-risk of becoming homeless.**
- 10) Do you plan community notification? Why or why not? **We will conduct community outreach as outlined in section 1.**
- 11) What are the neighborhood organizations within a TWO-MILE radius of the project (please consult lists produced by the city of Columbus and MORPC)? If possible, attach a map. *REQUIRED FOR ALL PLANS.*

<i>Group</i>	<i>Leader</i>	<i>Boundaries</i>	<i>Does project fall within boundaries of the group? (YES/NO)</i>
Near East Area Commission	Anique Russell, Commission Chair	North: I-670 East: Nelson Rd. South: I-70 West: I-71	Yes

Olde Towne East Neighborhood Association	Brittany Mann, President	North: E. Long St. East: Miller Ave. South: I- 70 West: Parson's Ave.	Yes
South of Main Civic Association	Ebony Eiland	North: Main St. East: Alum Creek Rd South: I-70 West: Parson's Ave.	Yes
Bronzeville Neighborhood Association	Willis Brown, President	North: I-670 East: Taylor Ave. South: East Broad St. West: Jefferson Ave.	No
Franklin Park Civic Association	Julialynn Walker, President	North: E. Broad St. East: Alum Creek South: E. Main St. West: Wilson Ave.	No

12) Who will be notified²? What is the timeline for notification? How will this notification occur?

<i>Group</i>	<i>Timeline</i>	<i>Method</i>
Olde Town East Neighborhood Association	October 11, 2023 meeting	Per zoning application submission to City of Columbus, CHN follow up
South of Main Civic Association	October 18, 2023 meeting	Per zoning application submission to City of Columbus, CHN follow up
Near East Area Commission: Planning Committee	October 19, 2023 meeting	Per zoning application submission to City of Columbus, CHN follow up
Near East Area Commission: Zoning Committee	October 24, 2023 Meeting	Per zoning application submission to City of Columbus, CHN follow up
Near East Area Commission: General	November 9, 2023 Meeting	Per zoning application submission to City of Columbus, CHN follow up
City Council Meeting	January 22, 2024 Meeting	

13) What written materials will be distributed as part of the notification?

Fact sheets about the proposed project and information about Community Housing Network.

14) How will neighbors and neighborhoods be offered opportunities to participate in the project?

² Project sponsors must keep an ongoing record of all community contact (written, personal contact, and meetings) and submit updates quarterly.

CHN will reach out to any local neighborhood groups and the area commission to present our project. Additionally, CHN will meet with interested local organizations and stakeholders to discuss our project plans. We will encourage neighbors and neighborhood organizations to join our Community Advisory Committee and to sign our Good Neighbor Agreement.

Will a neighborhood advisory committee be established? **Yes.** Will an effort be made to negotiate a Good Neighbor Agreement? **Yes.** What is the timeline for these activities? **October 2023 through December 2024**

Exhibit 3 Key Personnel Questionnaire

Please fill out the names and titles of the people who have been assigned to the following tasks (If not applicable, mark "NA"):

1. **Overall Project Leader:** **Samantha Shuler**
proves all strategic plans and critical tactical decisions. Coordinates team members, both staff and external support. Responsible for the research, assessment, and planning of the Community Acceptance strategy.
2. **Community Outreach Liaison:** **Doug Decker**
Responsible for contacting neighbors and neighborhood organizations while also generating and organizing supporters. Will be able to spend time attending community meetings, responding to callers, etc.
3. **Media Spokesperson:** **Arlene Reitter**
Responsible for talking with all media; generates talking points; prepares supporters to address media, develops press releases/supporting materials, etc.
4. **Project-Planning Leader:** **Doug Decker**
Responsible for project design, implementation plans, coordinates all aspects of project financing, assures implementation of the project.
5. **Attorneys involved:** **Carol Sheehan & Dave Perry**
Legal counsel for zoning and other legislative and/or administrative issues.
6. **Real Estate Agent:** **Not applicable**
7. **Outside Public Relations and/or Community Relations counsel:**
Sara Irvin, Irvin Public Relations
8. **Architect:** **Berardi Partners**
9. **Other team members:** **Tiana Purvis, Ryan Cassell, & Laurie Sutherland**

Roles

1. If CEO or executive director is not listed above, what will be his/her role?
2. Who within the agency will be responsible for the political strategy? **Samantha Shuler**
3. Who within the agency will be responsible for the strategy to work through community issues? **Ryan Cassell, Tiana Purvis, Arlene Reitter**
4. Who within the agency will be responsible for the legal strategy? **Samantha Shuler**
5. Who within the agency will be responsible for the public relations/media strategy?
Arlene Reitter
6. Who within the agency will be responsible for the “supporter” strategy? **Ryan Cassell & Tiana Purvis**
7. Do you have a budget to support these activities? **These activities will be paid for by Community Housing Network.**

Exhibit 4

Real Estate Questionnaire

Please answer the following questions.

1. What are the criteria for selecting the project site?

The site must be close to a bus stop, and within one mile of various amenities, including a grocery store, library, school, medical clinic, pharmacy, recreational center, church, and park. The site must be affordable and free from environmental concerns.

Do you have a site identified? If yes, please describe. How does this site meet selection criteria?

Yes. The 1.25 +/- acre site located at 897 E. Mound St. is within walking distance of a bus stop, and is conveniently located within a mile of the amenities listed above. CHN will acquire the land from the City of Columbus' Department of Development at an affordable price. A Phase I ESA found no environmental concerns.

Attach list of all sites considered and reason for not selecting each site. If no other sites are considered, please explain why.

The Department of Development currently owns the site. CHN was contacted by the Department of Development for the purpose of developing the site to provide housing to disable individuals who are homeless or at risk of homelessness.

If the site has been selected, describe the date secured and method of site control.

The selected site will be secured by a Contingent Purchase Contract. The Agreement will be signed in October 2023.

2. Describe current zoning/land use. Will variances or changes be needed? Who will need to approve these changes?

Currently the site is zoned R2F (Residential) which does not allow for an apartment building with up to 56 units. A variance application will be submitted to the City of Columbus on September 29, 2023 in order to rezone the site to AR-1, accommodate a decrease in parking spaces, decrease setbacks, allow for increased building height, and allow for 56 one-bedroom units.

3. Describe geology of the site. Has the soil been tested? Are there environmental concerns?

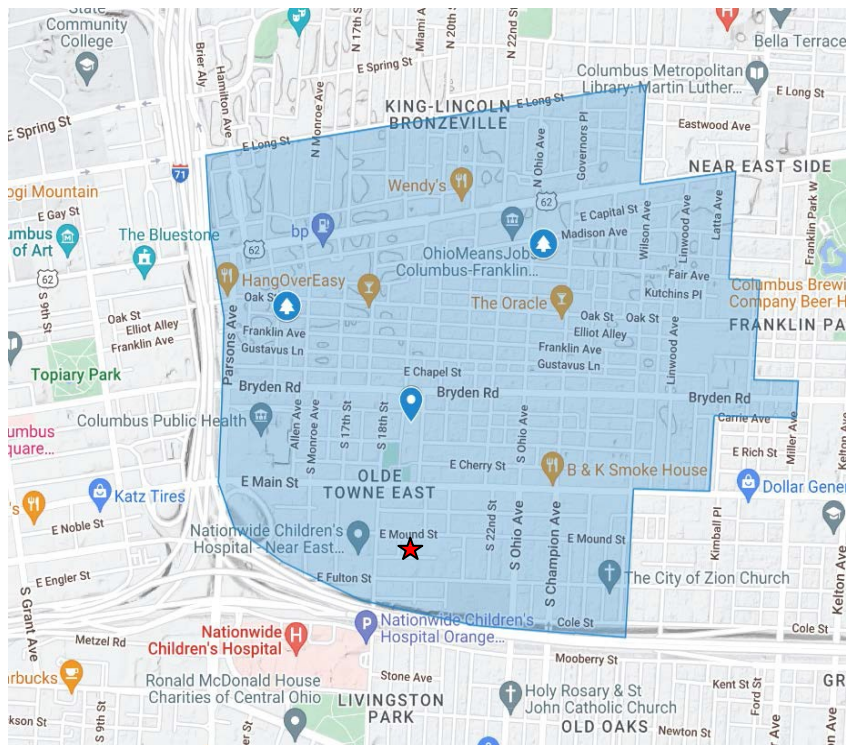
A Phase I Environmental study completed on March 17, 2023, found no environmental concerns. The soils will be tested if the project is awarded LIHTC. There is no reason to expect unusual soil conditions.

5. If leased site, who owns and manages the property? N/A

Community Organization Boundary Maps

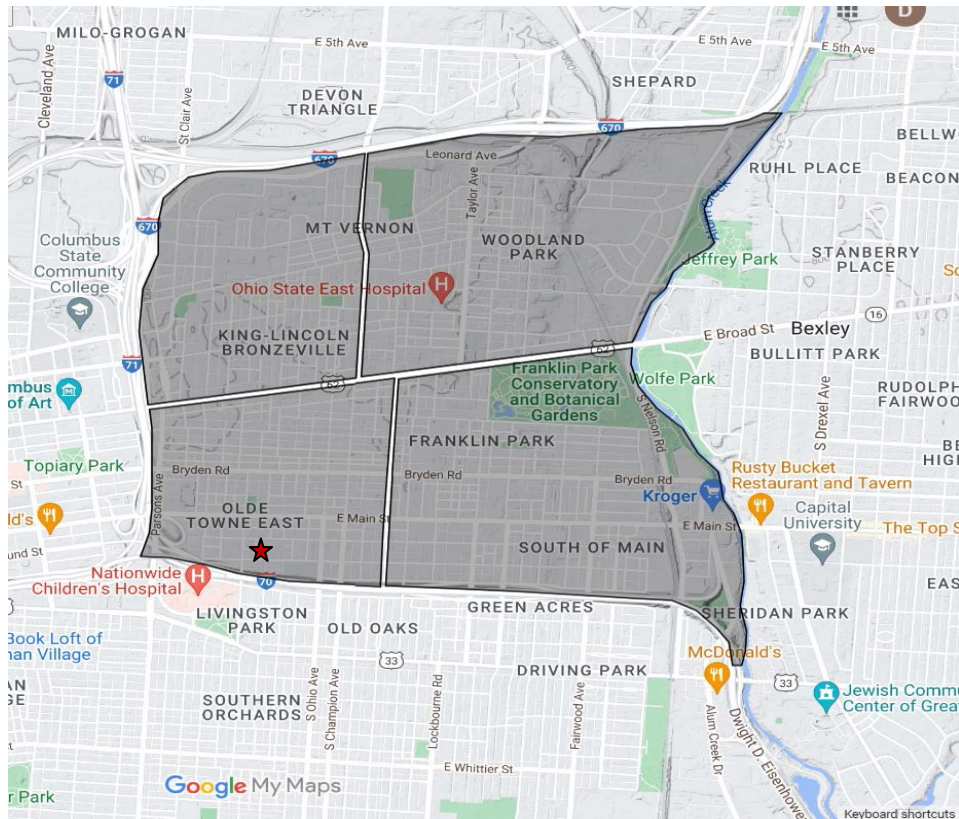
Olde Towne East Neighborhood Association

★ Knoll View Place (897 E. Mound St)



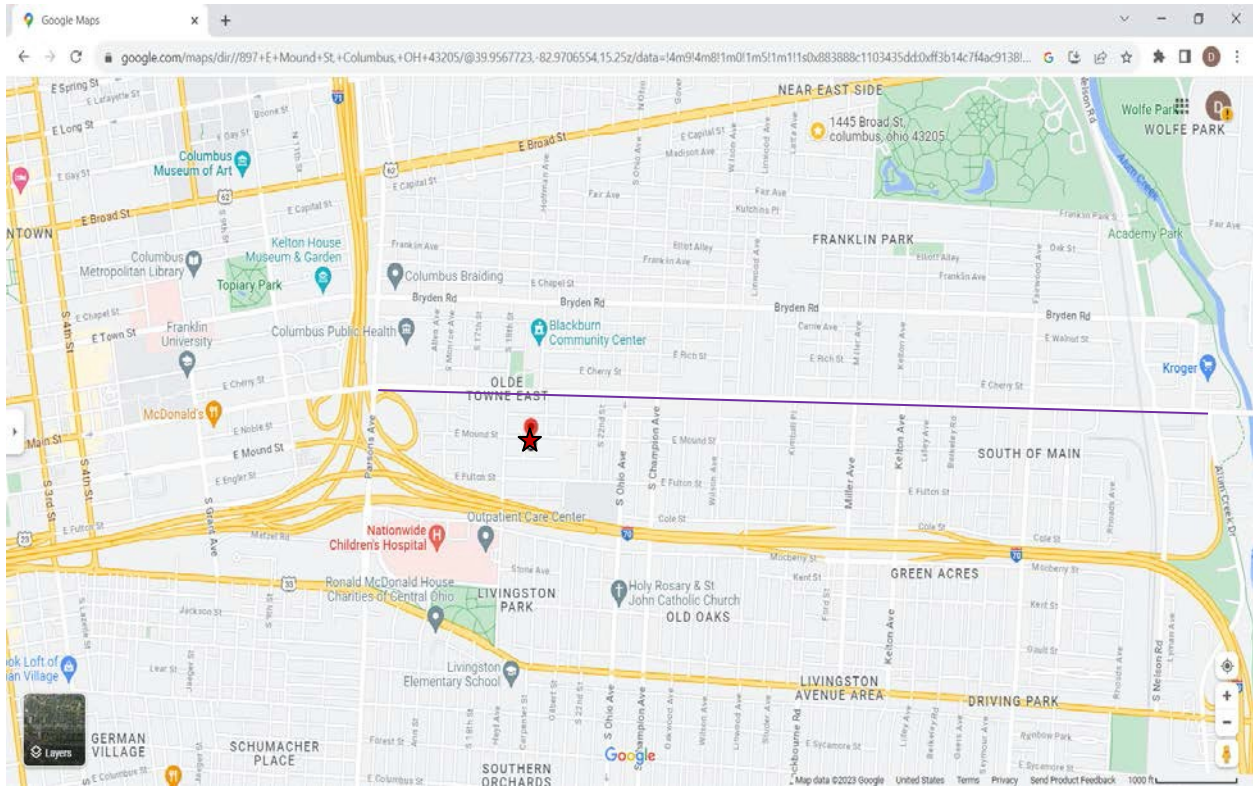
Near East Area Commission (District 3)

★ Knoll View Place (897 E. Mound St)



South Of Main Civic Association

★ Knoll View Place (897 E. Mound St)



Knoll View Place Fact Sheet



Community Housing Network, Inc. (CHN) is developing Knoll View Place, an apartment building with up to 56 one-bedroom apartments for individuals with a history of homelessness, mental illness, addiction, or other disabilities. This new development will be located at 897 E. Mound St, Columbus, Ohio 43205, just south of E. Main St in the Near East Area community.

Sponsors: Knoll View Place is a Columbus and Franklin County Continuum of Care (CofC) project. The CofC consists of public and private organizations that provide funding and other resources to service and housing programs in eligible areas. The proposed Knoll View Place development aligns with the CofC's plan to prevent and reduce homelessness. As the developer, Community Housing Network, Inc. will assess options to determine the most appropriate financing for this project.

Supportive Housing: In addition to a stable living environment, Knoll View Place residents will have access to key social, health, and other services to help them succeed. Voluntary supports will reinforce residents' self-determination by allowing them to make their own choices about their health.

Services: We partner with residents to create individualized housing support plans designed for flexibility and responsiveness. Concord Counseling Services will be contracted by Community Housing Network, Inc. to provide residents with supportive services including, but not limited to, ongoing assessments, case management, health services, benefits, individual counseling, and substance abuse treatment. Residents will be referred to other agencies for medical/dental health, legal, and other needs.

Building Management: CHN will develop, own, manage, and operate the building. A property manager on site will facilitate a safe and secure living environment and monitor building operations. A security camera system, both inside the building and out, will supplement staff monitoring.

Will this be a shelter or group home? Knoll View Place is not a shelter, group home, or transitional living facility. It is an affordable apartment building with amenities that include optional supportive services. The apartment lease is the same as other apartments and does not have a time limit. As established by Fair Housing and Landlord/Tenant Laws, residents have the same rights and responsibilities as residents in other apartment buildings. Residents must pay rent, respect their neighbors, and maintain their apartments. If a tenant interrupts other residents' or the community's peaceful enjoyment or the premises or safety, they are subject to eviction.

Community Participation: CHN values communication and long-term relationships with our neighbors and community stakeholders to ensure that we are meeting expectations as a property owner and manager. If requested, CHN will form a Community Advisory Council to assist with project planning and develop a Good Neighbor Agreement to define the community standards and expectations for operations and communication. Neighbors and neighborhood organizations are invited to serve on the Council.

About CHN: Since 1987, CHN has provided stability for those who need it most. We start with housing because it fulfills a basic human need. CHN has developed and managed more than 1,500 apartments located at more than 160 different sites scattered throughout Franklin County in 32 zip codes, including six suburban communities. Once our residents feel safe and comfortable in their new home, they can begin accessing the resources around them to help overcome obstacles, sustain their health, and achieve their aspirations.

For more information about Knoll View Place, permanent supportive housing, or volunteering to serve on the Community Advisory Council, contact:

Ryan Cassell, Chief of Real Estate Development
Community Housing Network, Inc.
1680 Watermark Drive, Columbus, Ohio 43215
(614) 487-6782 | rcassell@chninc.org

Visit <https://chninc.org/> to learn how CHN creates homes that provide residents with the support, stability, and community connections they need to live and thrive.

11. Strategies for Innovative Provision

(Do not exceed the space provided)

Detail innovative attributes of the proposal and demonstrate the project's commitment to innovation. Concepts must be original ideas, able to serve as a model for future developments, able to be replicated, and benefit the population to be served.

CHN designs site and building layouts to meet the needs of individuals with severe mental illness and other trauma. Past developments have incorporated principles from "Envisioning Living Environments for People with Mental Illness" by the Urban Design Center of Northeast Ohio.

Knoll View Place's design incorporates an additional approach called "Trauma Informed Design (TID)." Just as Trauma-Informed Care asks, "What happened to you?", TID asks "Where have you been?". TID considers a resident's past environment such as a shelter, addiction recovery center, hospital, and/or jail. Those buildings are typically designed and furnished with budget-conscious utilitarianism and institutional practicality.

Trauma-Informed Design seeks to reduce environmental stress by avoiding triggers or reminders of past negative experiences while promoting healing. Residents may have felt like a case number in a system with few choices, and accommodations are usually uncomfortable and may have been unsafe. Here are a few examples of how Knoll View Place's design will incorporate Trauma-Informed Design to benefit the residents:

- Personalizing spaces with color, signage, and decor.
- Residents will control their apartment environment with individual air conditioning and heating equipment.
- The "faux wood" flooring, residential light fixtures, and upholstered furniture will provide a homelike contrast to the institutional setting residents have experienced.
- The entrance will open into a lobby with sight lines to the outdoors. Residents will benefit from security without the danger of triggering a confined feeling.
- Small seating areas throughout the building will allow residents to choose their level of social interaction.
- Calming wall and furniture colors and nature photography will help reduce environmental stress.

12. Implementation Timetable

Provide a timeline with major actions steps to move the project from preliminary to final phase and to bring the project on-line. The timeline should include key funding deadlines, development milestones, community acceptance targets, timeframe for rent-up, etc. Use the sample chart provided, customizing it for the project described in this application. Attach more pages if necessary. Also, landscape format may be used if preferred.

Knoll View Place

Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Month 13	Month 14	Month 15	Month 16	Month 17	Month 18	Month 19	Month 20	Month 21	Month 22	Time Collapse (10 months)			Month 35	Month 36	Month 37
	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26
Pre-development team assembled	X	X	X																									
Agreement with Architect (BPA)	X						X																					
General Contractor Advisor Identified for Scope and Pricing	X																											
Preliminary Design & Program Completed	X	X	X																									
Preliminary Project Budgets & Proforma	X	X	X	X																								
Zoning	Completed in Summer 2023																											
Site Control	X																											
Obtain Professional Studies			X	X																								
Market Study		X	X																									
Environmental Phase I		X	X																									
Energy/ Sustainability			X	X																								
Soils Engineering							X																					
Survey	Completed in Summer 2023																X	X	X							X		
Appraisal	X	X																										
Assemble Rent Subsidy Commitments	X	X	X																									
AHAP Executed																	X											
HAP Executed																							X		X			
Project Plan Submission to CSB	X	X																										
RBLFC/CofC Meeting to review Project Plan	X	X	X																									
Capital Financing Assembly				X	X	X	X	X	X	X	X	X	X	X	X													
HOME/RHP program application due to the City of Columbus/Franklin County		X	X						X	X							X	X										
Part 58 ER Review							X	X	X	X	X																	
Tax Credit funding from Ohio Housing Finance Agency				X 2/20							X																	
Tax Credit Award Date							X 5/17																					
Final Tax Credit Application											X 9/21																	

12. Implementation Timetable

Provide a timeline with major actions steps to move the project from preliminary to final phase and to bring the project on-line. The timeline should include key funding deadlines, development milestones, community acceptance targets, timeframe for rent-up, etc. Use the sample chart provided, customizing it for the project described in this application. Attach more pages if necessary. Also, landscape format may be used if preferred.

Knoll View Place

Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Month 13	Month 14	Month 15	Month 16	Month 17	Month 18	Month 19	Month 20	Month 21	Month 22	Time Collapse (10 months)			Month 35	Month 36	Month 37
	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26
Conditional Financing Commitments		X	X	X			X	X	X																			
80% Drawings and Specifications							X	X	X	X																		
Subsidy Layering Review																	X	X										
SHP McKinney Vento/HEARTH Application due to U.S. Dep. Of HUD (Service Funding)									X	X												X	X					
All Capital Funding Secured																	X	X										
Community Acceptance Process	X	X	X																									
Closing Process																X	X	X	X									
All Capital Funding Closed																			X									
Building Department Approval & GC Selection Process																												
One Stop Shop Meeting							X																					
Building Department Plan Submission													X	X	X	X												
Building Department Approval																	X	X										
General Contractor Contract Finalized																	X	X										
Construction Begins																				X								
Construction Completion																									X			
Occupancy																										X	X	X

	A	B	C	E	F	G	H	I		
1										
2										
3	13. Development Budget									
4	11/27/23 11:02 AM									
5	SOURCE OF FUNDS	\$	18,549,080	Construction Funding						
6	Contributed Developers Fees	\$	-	.% of Total	Huntington National Bank	\$	8,940,000	48.2% of TDC		
7	FHLB AHP	\$	-	.% of Total	Grant to GP Equity	\$	3,000,000			
8	OHFA HDAP	\$	-	.% of Total	Grant to GP Equity	\$	2,500,000			
9	City HOME	\$	1,250,000	6.7% of Total	Grant to Equity	\$	1,250,000			
10	Franklin County Funding HOME	\$	-	.% of Total	Grant to Equity	\$	-			
11	Equity	\$	15,400,000	83.% of Total	LLC Equity	\$	150,000			
12	ADAMH Board	\$	750,000	4.% of Total	Grant to Equity	\$	-			
13	OMHAS Funds	\$	750,000	4.% of Total	Grant to Equity	\$	1,500,000			
14	Donations	\$	-	.% of Total	Legal/Bank	\$	187,500			
15	DDF	\$	399,080	26.6% of DF		\$	1,021,580			
16	Total	\$	18,549,080		Total	\$	18,549,080			
17	Additional Equity for Bridge Loan Interest	\$	154,000							
18		\$	18,703,080			\$	-			
19	USE OF FUNDS	\$	18,549,080	Basis						
20	Land	\$	600,000	\$10,714/unit						
21	Demolition/Site Remediation	\$	-	\$	-					
22	Off-Site Improvements	\$	-	\$	-					
23	Site Improvements	\$	1,525,176	\$	1,525,176	82%				
24	Structures	\$	9,343,203	\$	9,343,203	Hard Costs	\$	11,259,934		
25	Contractor's FFE	\$	195,400	\$	195,400	Construction Costs	\$	10,992,901		
26	Security System	\$	119,318	\$	119,318	HC w/ GC Fees	\$	196,302		
27	Payment and Performance Bond	\$	-	\$	-		\$	228,306		
28	GC Cost Certification	\$	7,500	\$	7,500	Total HC	\$	247,355		
29	Construction Fees	\$	124,522	\$	124,522			\$202.3/GSF		
30	GR	\$	565,381	5% of HC	\$	565,381	Purchase Costs	\$	600,000	
31	Overhead (OH)	\$	226,152	2% of HC	\$	226,152	Construction	\$	13,271,466	
32	Profit	\$	678,457	6% of HC	\$	678,457	Miscellaneous	\$	1,997,214	
33	Furniture not in GC contract	\$	385,000	\$6,875/unit	\$	192,500	Equip/Furnish	\$	580,400	
34	Plan Review/ Permits	\$	12,500	\$	6,250	Architect	\$	600,000		
35	City Utility Taps	\$	-	\$	-	Fees	\$	1,500,000		
36	City Inspections (utility & building)	\$	-	\$	-	Total Costs	\$	18,549,080		
37	Electric Service	\$	25,000	\$	12,500					
38	Owner's Special Inspections & Testing	\$	5,000	\$	2,500	OHFA	\$	-		
39	Owner's Hard Cost Contingency	\$	639,256	4.6% of HC	\$	639,256	FHLB	\$	-	
40	Architecture including design fee	\$	575,000	4.5% of GC	\$	575,000	Community Foundation		0	
41	Engineering (MEP/Civil/Structural/ ID/ Prints)	\$	25,000	0.2% of HC	\$	25,000	HOME Funds	\$	1,250,000	
42	Surveying (ALTA/Fndtion/as-built/ easements)	\$	20,000	\$	20,000	ADAMH Board Funds	\$	750,000		
43	Geotechnical Soils	\$	5,000	\$	5,000	Other	\$	15,400,000		
44	Environmental (Phase I and II, if needed)	\$	8,000	\$	8,000	Other	\$	399,080		
45	Wetlands	\$	-	\$	-	Total	\$	17,799,080		
46	Noise or Traffic Studies	\$	-	\$	-					
47	Green Rater	\$	22,000	\$	22,000					
48	Market Study	\$	7,500	0.0% of TDC	\$	7,500				
49	Land Appraisal	\$	2,000	\$	2,000					
50	Owner Legal (non-zoning)	\$	70,000	\$	70,000					
51	Rezoning/Variances (legal-consultants-fees)	\$	15,000	\$	15,000					
52	Accounting/Audits	\$	15,000	\$	15,000					
53	Construction Insurance	\$	35,000	\$	35,000					
54	Title/Recording	\$	40,000	\$	40,000					
55	Property Taxes	\$	10,000	\$	10,000					
56	Developer Fee	\$	1,500,000	9.1% of Basis	\$	1,500,000				
57	Soft Cost Contingency	\$	54,839	\$	-					
58	Construction Loan Interest	\$	704,025	3.8% of TDC	\$	352,013				
59	Construction Loan Fee	\$	44,700	0.2% of TDC	\$	-				
60	Bank Legal, arch review, appraisal	\$	45,000	0.2% of TDC	\$	45,000				
61	AHT Bridge Loan Fee	\$	30,750	0.2% of TDC	\$	15,375				
62	AHT Bridge Loan Interest	\$	154,000	0.8% of TDC	\$	77,000				
63	OHFA Fees	\$	-	0.0% of TDC	\$	-				
64	Compliance Monitoring Fee	\$	134,400	\$	-					
65	Reservation Fee	\$	105,000	\$	-					
66	Operating Reserve	\$	395,000	9. mo. OERRDS	\$	-				
67	Lease-up Reserve	\$	-	\$	-					
68	Pre-Paid Asset Mng. Fee	\$	80,000	1.8 mo. OERRDS	\$	-				
69	TOTAL	\$	18,549,080	\$331,234/unit	\$	16,477,003				
70	Short		\$0	\$341/GSF						
71	\$			6,671,949						
72	LIHTC Calculation									
73	New Construction Basis	\$	16,477,003							
74	Unqualified Federal Funds	\$	-							
75	Applicable Fraction	100%	\$	16,477,003						
76	QCT?	130%	\$	21,420,104	Credits per Unit					
77	Credit Rate	9.00%	\$	1,750,000	\$	20,000				
78	10 Year		\$	17,500,000						
79	Net Equity Price	\$	0.880	\$	15,400,000					
80		\$	0.8888	\$	15,554,000	\$	177,809			
81		\$	1,927,809							
82		\$	1,519,738							
83										

	J	K	L	M	N	O	P	Q	R	S	T	U	
1	13. Operating Budget												
2													
3	Inflation Factor: 1.00 Assumes 4 year inflation												
4	Rent Amt: \$ 1,035												
5	% of CMHA Payment Standard: 100%												
6	Annual Income 56 Unit Split 100%												
7	Restricted AMI	Population	Subsidy	BR Size	Units	Rent	Total						
8	Affordable 30%	Replacement	HCV	1 BR	28	\$ 1,035	\$ 347,760	Minimum 25% at 30% AMI					
9	Affordable 30%	Homeless	HCV	1 BR	0	\$ -	\$ -						
10	Affordable 50%	Homeless	HCV	1 BR	21	\$ 1,035	\$ 260,820	Minimum 25% at 30% AMI remaining at 50% AMI					
11	Affordable 50%	ADAMH	HCV	1 BR	5	\$ 1,035	\$ 62,100						
12	Affordable 50%	Replacement	HCV	1 BR	2	\$ 1,035	\$ 24,840						
13	Affordable 60%			1 BR		\$ -	\$ -						
14													
15	Total					56	\$ 1,035	\$ 695,520					
16													
17	Annual Operating Expenses		Total	Per Unit	Rent Calculation			2023					
18	Management Fee		\$55,642	\$994	8.0%	CMHA Payment Standard (1 BR)		\$ 1,035	110%				
19	Admin/Office Salaries and Benefits		\$13,123	\$234		One Bedroom Market Rent		\$ 941					
20	Property Manager		\$43,094	\$770		FMR		\$ 941					
21	Office Expenses		\$15,585	\$278		Utility Allowance Type		Amount	2022				
22	Legal & Audit		\$21,030	\$376		Heating		Electric	\$ 25				
23	Advertising & Marketing		\$0	\$0		AC			\$ 4				
24	Asset Management Fee		\$0	\$0		Cooking		Electric	\$ 7				
25	Misc. Admin./IT Fees		\$16,904	\$302		H2O Heating		Electric	\$ 17				
26	Accounting Operating Expenses		\$7,840	\$140		Electric			\$ 41				
27	Bad Debts		\$8,201	\$146		Water			\$ -				
28	Utilities- Common Area		\$23,227	\$415		Sewer			\$ -				
29	Utilities- Apartments		\$62,611	\$1,118		Trash			\$ -				
30	Water & Sewer Operating		\$20,487	\$366		Refrigerator			\$ -				
31	Maintenance Salaries and Benefits		\$28,383	\$507		Range			\$ -				
32	Maintenance Contracts/Supplies		\$70,939	\$1,267		Total UA			\$ 94				
33	Trash Removal		\$7,523	\$134		Estimated Rent		\$ 847					
34	Elevator/HVAC Maintenance		\$13,244	\$237									
35	Pest Control		\$9,534	\$170									
36	Grounds/Landscaping		\$15,249	\$272									
37	Painting and Decorating (Turnover)		\$26,072	\$466									
38	Security Contract		\$13,983	\$250									
39	Real Estate Tax Operating Expense		\$0	\$0									
40	Insurance, Benefits, Mis. Taxes		\$31,378	\$560									
41	24/7 Front Desk		\$0	\$0									
42	TOTAL		\$504,048	\$9,001	\$8,007								
43			\$ -	\$9,001									
44			\$179,517	FHLB/unit variance: (\$1,501)									
45													
46	Stablized Year PF					Debt Service Estimate							
47	Rent Subtotal					\$ 695,520	Present Value		\$ 827,661				
48	Less Vacancy 7.5%					\$ (52,164)	Interest Rate		9%				
49	Gross Income					\$ 643,356	Term		18				
50	Operating Income						Annual Debt Service Payments		\$ 89,929.42				
51	Less Operating Expenses					\$ (504,048)	Initial DSCR		1.30				
52	Net Operating Income					\$ 139,308	DSCR at End of Term						
53	Less Replacement Reserves \$400 /Unit					\$ (22,400)	Rent and Income Limits						
54							# Units		% Units	% AMI/ Income	% AMI/ Rent	Source	
55	Less Asset Management Fee					\$ -	6		10%	30%	30%	City	
56	Net Income Before Debt Service					\$ 116,908	6		10%	35%	35%	HDAP	
57	Less Annual Debt Service					\$ -	23		40%	50%	50%	FHLB	
58	Cash Flow After Debt Service					\$ 116,908	21		40%	60%	60%	FHLB/LIHTC	
59							56		100%	47%	47%		
60													
61													
62													
63	Floor Area Breakdown					Based on TFP 2 (44 units)	Timing Assumptions						
64	Gross Square Footage of all Buildings					54,342	Closing						
65	Commercial Space Condominium Areas					0	Construction Start						
66	Commercial Areas and Fee-Driven Space					0	Construction Completion						
67	Market Rate Unit Area					0	Placed In Service						
68	Low Income Unit Area					35,347	Lease Up Per Month						
69	Managers Unit Area					0	100% Occupied						
70	Common Area (Public)					5,936	Cost Cert						
71	Common Area (Circulation)					5,998	8609 Filed						
72	Common Area (Social Work/Programmatic)					1,913	8609 Returned						
73	Limited Common Area (Private)					0	FHLB AHP Payment						
74	Support					2,030							
75	Tenant Storage					0							
76	Major Vertical Penetrations					1,575							
77	Structured Parking / Garage					0							
78	Basement					0							
79	Non-Low-Income floor area					0							
80	Low Income Floor Area					41,345							
81	% of Common Area					10.9%							
82	Net Rentable Square Footage					54,342							
83	Average Net Rentable SQFT per LI Unit					1,187							

13. 15 Year Operating Pro Forma	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Income															
Rent Subtotal	\$695,520	\$709,430	\$723,619	\$738,091	\$752,853	\$767,910	\$783,268	\$798,934	\$814,913	\$831,211	\$847,835	\$864,792	\$882,088	\$899,729	\$917,724
Less Vacancy	(\$52,164)	(\$53,207)	(\$54,271)	(\$55,357)	(\$56,464)	(\$57,593)	(\$58,745)	(\$59,920)	(\$61,118)	(\$62,341)	(\$63,588)	(\$64,859)	(\$66,157)	(\$67,480)	(\$68,829)
Gross Income	\$643,356	\$656,223	\$669,348	\$682,735	\$696,389	\$710,317	\$724,523	\$739,014	\$753,794	\$768,870	\$784,247	\$799,932	\$815,931	\$832,250	\$848,895
Operating Expenses															
Management Fee	\$55,642	\$57,311	\$59,030	\$60,801	\$62,625	\$64,504	\$66,439	\$68,432	\$70,485	\$72,600	\$74,778	\$77,021	\$79,332	\$81,712	\$84,163
Admin/Office Salaries and Benefits	\$13,123	\$13,516	\$13,922	\$14,340	\$14,770	\$15,213	\$15,669	\$16,139	\$16,623	\$17,122	\$17,636	\$18,165	\$18,710	\$19,271	\$19,849
Property Manager	\$43,094	\$44,387	\$45,718	\$47,090	\$48,502	\$49,957	\$51,456	\$53,000	\$54,590	\$56,228	\$57,914	\$59,652	\$61,441	\$63,285	\$65,183
Office Expenses	\$15,585	\$16,053	\$16,534	\$17,030	\$17,541	\$18,067	\$18,609	\$19,168	\$19,743	\$20,335	\$20,945	\$21,573	\$22,220	\$22,887	\$23,574
Legal & Audit	\$21,030	\$21,661	\$22,311	\$22,980	\$23,670	\$24,380	\$25,111	\$25,864	\$26,640	\$27,440	\$28,263	\$29,111	\$29,984	\$30,883	\$31,810
Advertising & Marketing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utilities- Common Area	\$23,227	\$23,924	\$24,641	\$25,381	\$26,142	\$26,926	\$27,734	\$28,566	\$29,423	\$30,306	\$31,215	\$32,151	\$33,116	\$34,109	\$35,133
Utilities- Apartments	\$62,611	\$64,489	\$66,423	\$68,416	\$70,469	\$72,583	\$74,760	\$77,003	\$79,313	\$81,693	\$84,143	\$86,668	\$89,268	\$91,946	\$94,704
Water & Sewer Operating	\$20,487	\$21,102	\$21,735	\$22,387	\$23,059	\$23,750	\$24,463	\$25,197	\$25,953	\$26,731	\$27,533	\$28,359	\$29,210	\$30,086	\$30,989
Maintenance Salaries and Benefits	\$28,383	\$29,235	\$30,112	\$31,617	\$33,198	\$34,858	\$36,601	\$38,431	\$40,353	\$42,370	\$44,489	\$46,713	\$49,049	\$51,501	\$54,076
Maintenance Contracts/Supplies	\$70,939	\$73,068	\$75,260	\$79,023	\$82,974	\$87,123	\$91,479	\$96,053	\$100,855	\$105,898	\$111,193	\$116,753	\$122,590	\$128,720	\$135,156
Trash Removal	\$7,523	\$7,749	\$7,981	\$8,221	\$8,467	\$8,721	\$8,983	\$9,252	\$9,530	\$9,816	\$10,110	\$10,414	\$10,726	\$11,048	\$11,379
Elevator/HVAC Maintenance	\$13,244	\$13,642	\$14,051	\$14,473	\$14,907	\$15,354	\$15,815	\$16,289	\$16,778	\$17,281	\$17,799	\$18,333	\$18,883	\$19,450	\$20,033
Pest Control	\$9,534	\$9,820	\$10,114	\$10,418	\$10,730	\$11,052	\$11,384	\$11,725	\$12,077	\$12,439	\$12,812	\$13,197	\$13,593	\$14,000	\$14,421
Grounds/Landscaping	\$15,249	\$15,706	\$16,177	\$16,662	\$17,162	\$17,677	\$18,208	\$18,754	\$19,316	\$19,896	\$20,493	\$21,108	\$21,741	\$22,393	\$23,065
Painting and Decorating (Turnover)	\$26,072	\$26,854	\$27,660	\$28,490	\$29,344	\$30,225	\$31,131	\$32,065	\$33,027	\$34,018	\$35,038	\$36,090	\$37,172	\$38,288	\$39,436
Security Contract	\$13,983	\$14,402	\$14,834	\$15,279	\$15,738	\$16,210	\$16,696	\$17,197	\$17,713	\$18,244	\$18,792	\$19,355	\$19,936	\$20,534	\$21,150
Real Estate Tax Operating Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance, Benefits, Mis. Taxes	\$31,378	\$32,320	\$33,289	\$34,288	\$35,317	\$36,376	\$37,468	\$38,592	\$39,749	\$40,942	\$42,170	\$43,435	\$44,738	\$46,080	\$47,463
24/7 Front Desk	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	(\$504,048)	(\$519,169)	(\$534,744)	(\$552,894)	(\$571,694)	(\$591,168)	(\$611,343)	(\$632,244)	(\$653,901)	(\$676,343)	(\$699,598)	(\$723,700)	(\$748,680)	(\$774,573)	(\$801,415)
Net Operating Income	\$139,308	\$137,054	\$134,603	\$129,841	\$124,696	\$119,149	\$113,181	\$106,769	\$99,893	\$92,527	\$84,649	\$76,233	\$67,251	\$57,676	\$47,480
Less Replacement Reserves	(\$22,400)	(\$23,072)	(\$23,764)	(\$24,477)	(\$25,211)	(\$25,968)	(\$26,747)	(\$27,549)	(\$28,376)	(\$29,227)	(\$30,104)	(\$31,007)	(\$31,937)	(\$32,895)	(\$33,882)
Asset Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Net Income Before Debt Service	\$116,908	\$113,982	\$110,839	\$105,363	\$99,484	\$93,181	\$86,434	\$79,220	\$71,517	\$63,300	\$54,545	\$45,226	\$35,314	\$24,781	\$13,598
Less Annual Debt Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cash Flow After Debt Service	\$116,908	\$113,982	\$110,839	\$105,363	\$99,484	\$93,181	\$86,434	\$79,220	\$71,517	\$63,300	\$54,545	\$45,226	\$35,314	\$24,781	\$13,598
Deferred Dev. Fee Balance	\$399,080	\$282,172	\$168,190	\$57,351	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Payment	\$116,908	\$113,982	\$110,839	\$57,351	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Adjusted Balance	\$282,172	\$168,190	\$57,351	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Reserve	\$395,000	\$402,900	\$410,958	\$419,177	\$427,561	\$436,112	\$444,834	\$453,731	\$462,805	\$472,062	\$481,503	\$491,133	\$500,956	\$510,975	\$521,194
	1.22	1.21	1.20	1.18	1.17	1.15	1.14	1.12	1.10	1.09	1.07	1.06	1.05	1.03	1.02
	0.82	0.83	0.83	0.85	0.86	0.87	0.88	0.89	0.91	0.92	0.93	0.94	0.96	0.97	0.98
Rent Assumptions	Rent	Units	BRs												
Rent Income for Year 2024	\$ 1,035	56	1 BR												
Vacancy Rate	8%														
Rent Increases (Annual Increase)	2%														
Expense Assumptions															
Management Fee (of Total Revenue)	8.0%														
Replacement Reserve	\$350 /Unit														
All Other Expenses	3%														
Maintenance Increase Year 4 onward	5%														

13. Service Budget

SERVICE INCOME

Source		Amount	Amount/Unit	Comments	
New Bonus HUD Funds	\$	262,551	\$ 4,688	HUD CofC application 10/23 (application assumed 80% would be CofC; changed to 91% of units will be CofC due to replacement project)	0.9107143
Start Up Funding*	\$	-	\$ -		
Medicare and Medicaid	\$	25,000	\$ 446		
Existing CSB Funding	\$	54,955	\$ 981	Related funding attached to Replacement Project	
ADAMH Funding	\$	29,072	\$ 519	9% of Units will be ADAMH units	
Additional Funds Needed	\$	91,661	\$ 1,637	To Be Determined	
TOTAL	\$	463,239	\$ 8,272		

SERVICE EXPENSES

Item	Cost	Cost/Unit	FTE	Assumptions and Comments
Administrative	\$ 44,327	\$ 792		Non-staff/ non-transport direct exp
HMIS Expenses	\$ 6,074	\$ 108		Data input and HMIS management
Annual Assessment of Service Needs	\$ 28,150	\$ 503	.5 FTE Employees	Intake assistance
Assistance with Moving Costs	\$ 10,800	\$ 193		Move-In Kits
Case Management	\$ 111,026	\$ 1,983	2. FTE Employees	# of on-site Case Managers @\$21/hour w benefits
Manager of PSH	\$ 13,790	\$ 246	.17 FTE Employees	# of PSH Manager @\$30/hour w benefits
Outreach RN	\$ 11,357	\$ 203	.2 FTE Employees	@\$21/hour w benefits
Employment Assistance and Job Training	\$ 7,950	\$ 142	.14 FTE Employees	@\$21/hour w benefits
Housing Search and Counseling Services			. FTE Employees	@\$21/hour w benefits
Legal Services	\$ -	\$ -		
Clinical	\$ 1,217	\$ 22	.01 FTE Employees	# of Director of Clinical Operations @\$45/hour w benefits
Mental Health Services			.33 FTE Employees	# of on-site Clinical Service Coordinator @\$21/hour w benefits
Outpatient Psychiatric and Health Services	\$ 18,739	\$ 335		
Manager of SUD	\$ 1,082	\$ 19	.01 FTE Employees	# of Psychiatrist @\$40/hour w benefits
Substance Abuse Treatment	\$ 811	\$ 14	.01 FTE Employees	# of SUD Manager @\$30/hour w benefits
	\$ 11,357	\$ 203	.2 FTE Employees	# of on-site Case Managers @\$21/hour w benefits
Transportation	\$ -	\$ -		
Utility Deposits	\$ -	\$ -		
Indirect Costs	\$ -	\$ -		
Front Desk Staff	\$ 196,560	\$ 3,510	4.8 FTE Employees	# of on-site Front Desk Engagement @\$20/hour w benefits
TOTAL	\$ 463,239	\$ 8,272	8.4	

Knoll View Place
Service Proforma

	1*		2*		3		4		5		6		7		8		9		10	
Service Revenues																				
New Bonus HUD Funds	\$	262,551	\$	267,802	\$	273,158	\$	278,621	\$	284,194	\$	289,878	\$	295,675	\$	301,589	\$	307,620	\$	313,773
Start Up Funding*	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Medicaid and Medicare	\$	25,000	\$	25,500	\$	26,010	\$	26,530	\$	27,061	\$	27,602	\$	28,154	\$	28,717	\$	29,291	\$	29,877
CSB Funding	\$	54,955	\$	56,054	\$	57,175	\$	58,319	\$	59,485	\$	60,675	\$	61,888	\$	63,126	\$	64,389	\$	65,676
ADAMH Funding	\$	29,072	\$	29,654	\$	30,247	\$	30,852	\$	31,469	\$	32,098	\$	32,740	\$	33,395	\$	34,063	\$	34,744
Additional Funds Needed	\$	91,661	\$	93,494	\$	95,364	\$	97,272	\$	99,217	\$	101,201	\$	103,225	\$	105,290	\$	107,396	\$	109,544
TOTAL	\$	463,239	\$	472,504	\$	481,954	\$	491,593	\$	501,425	\$	511,454	\$	521,683	\$	532,116	\$	542,759	\$	553,614
*Medicaid billing requires CARF and OHMAS certifications, therefore assumed no Medicaid funding for first 15 months.																				
**Assumes a portion of the existing grant can be moved to Touchstone Field Place through YMCA applications.																				
Service Expenses																				
Administrative	\$	44,327	\$	45,214	\$	46,118	\$	47,040	\$	47,981	\$	48,941	\$	49,919	\$	50,918	\$	51,936	\$	52,975
HMIS Expenses	\$	6,074	\$	6,195	\$	6,319	\$	6,446	\$	6,575	\$	6,706	\$	6,840	\$	6,977	\$	7,117	\$	7,259
Annual Assessment of Service Needs	\$	28,150	\$	28,713	\$	29,287	\$	29,873	\$	30,470	\$	31,080	\$	31,701	\$	32,336	\$	32,982	\$	33,642
Assistance with Moving Costs	\$	10,800	\$	11,016	\$	11,236	\$	11,461	\$	11,690	\$	11,924	\$	12,163	\$	12,406	\$	12,654	\$	12,907
Case Management	\$	111,026	\$	113,247	\$	115,512	\$	117,822	\$	120,178	\$	122,582	\$	125,034	\$	127,534	\$	130,085	\$	132,687
Manager of PSH	\$	13,790	\$	14,066	\$	14,348	\$	14,634	\$	14,927	\$	15,226	\$	15,530	\$	15,841	\$	16,158	\$	16,481
Outreach RN	\$	11,357	\$	11,584	\$	11,816	\$	12,052	\$	12,293	\$	12,539	\$	12,790	\$	13,045	\$	13,306	\$	13,572
Employment Assistance and Job Training	\$	7,950	\$	8,109	\$	8,271	\$	8,436	\$	8,605	\$	8,777	\$	8,953	\$	9,132	\$	9,314	\$	9,501
Housing Search and Counseling Services	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Legal Services	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Clinical	\$	1,217	\$	1,241	\$	1,266	\$	1,291	\$	1,317	\$	1,343	\$	1,370	\$	1,398	\$	1,426	\$	1,454
Mental Health Services	\$	18,739	\$	19,113	\$	19,496	\$	19,886	\$	20,283	\$	20,689	\$	21,103	\$	21,525	\$	21,955	\$	22,395
Outpatient Psychiatric and Health Services	\$	1,082	\$	1,103	\$	1,125	\$	1,148	\$	1,171	\$	1,194	\$	1,218	\$	1,242	\$	1,267	\$	1,293
Manager of SUD	\$	811	\$	827	\$	844	\$	861	\$	878	\$	896	\$	914	\$	932	\$	950	\$	969
Substance Abuse Treatment	\$	11,357	\$	11,584	\$	11,816	\$	12,052	\$	12,293	\$	12,539	\$	12,790	\$	13,045	\$	13,306	\$	13,572
Transportation	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Utility Deposits	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Indirect Costs	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Front Desk	\$	196,560	\$	200,491	\$	204,501	\$	208,591	\$	212,763	\$	217,018	\$	221,358	\$	225,786	\$	230,301	\$	234,907
TOTAL	\$	463,239	\$	472,504	\$	481,954	\$	491,593	\$	501,425	\$	511,454	\$	521,683	\$	532,116	\$	542,759	\$	553,614
	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

Expense Inflation 2%

14. Status of Other Funds

A. Capital and Development Costs						
Funding Source	Program	Type	Amount	Status	Amount/ Unit	% of TDC
Ohio Housing Finance Agency	HDAP	Loan	\$ -	Not available to 9% projects	\$ -	0%
City of Columbus	HOME or HOME ARPA	Loan	\$ 1,250,000	To be applied for Jan 2024	\$ 22,321	7%
Franklin County	HOME	Loan	\$ -	Not available	\$ -	0%
ODMHAS		Loan	\$ 750,000	To be applied for in 2024	\$ 13,393	4%
OHFA/OCCH	LIHTC	Equity	\$ 15,400,000	Application Feb. 2023	\$ 275,000	83%
Community Housing Network	Deferred Dev Fees	CF Loan	\$ 399,080	Not committed	\$ 7,126	2%
ADAMH Board of Franklin County	AHP	Equity	\$ 750,000	Application October 2024	\$ 13,393	4%
Donations		Grant	\$ -			
Total			\$ 18,549,080		\$ 331,234	100%

B. Operations							
Funding Source	Program	Type	Units	Amount	Status	Amount/ Unit	% of Income
CMHA/ HUD HCV	Rental Assistance	PB HCV	56	\$ 695,520	Seeking Commitment	\$ 1,035	100%
Total			56	\$ 695,520			

C. Services						
Funding Source	Program	Type	Amount	Status	Amount/ Unit	% of Services
New Bonus HUD Funds		Grant	\$ 262,551	To be applied for in 2025	\$ 4,688	57%
Medicaid and Medicare		Reimbursement	\$ 25,000	Concord Counseling can reimburse	\$ 446	5%
Existing CSB Sources		Grant	\$ 54,955	Secured	\$ 981	12%
ADAMH Board of Franklin County	Levy	Grant	\$ 29,072	To be applied for in 2025	\$ 519	6%
Additional Funds Needed	HUD	Grant	\$ 91,661		\$ 1,637	20%
Total			\$ 463,239		\$ 8,272	

15. Evidence of Funding Commitments

Attach evidence of co-applicant for partner commitments and evidence of funding commitments. This can include copies of signed contracts, loan documents, letters of commitment and other documentation that demonstrate funder and partner guarantees.

16. Additional Optional Documentation

<OPTIONAL> You may submit a limited number of maps, plans, and/or photographs, in 8 ½ x 11 format, that provide additional information about the project.

DO NOT SUBMIT ADDITIONAL MATERIALS NOT
SPECIFICALLY REQUESTED IN THE APPLICATION

**Columbus and Franklin County, Ohio
Continuum of Care**

**Resolution to Prioritize Permanent Supportive Housing for the
2024 Ohio Housing Finance Agency Application**

WHEREAS, the CoC Board recommends prioritizing CHN Knoll View Place and CHN Scioto Rise Place (new name for Deer Hill Place) for the 2024 OHFA tax credit application;

WHEREAS, these projects are also waiting for the 2023 CoC Application bonus funding awards;

WHEREAS, the CoC Board recommends the following prioritization for the 2024 OHFA tax credit application process:

Project Name	Priority
CHN Scioto Rise Place	1
CHN Knoll View Place	2

THEREFORE, be it resolved the CoC recommends the following prioritization for the 2024 OHFA tax credit application process:

Project Name	Priority
CHN Scioto Rise Place	1
CHN Knoll View Place	2

Approved by voice vote.

Witnessed by:

Michael Wilkos, Chair

January 18, 2024
Date

Continuum of Care Action Plan 2023 - 2024

DEI and Planning				
#	Gap	Action Item	Owner	Date
<u>CoC Membership</u>				
1	CoC membership lacks subject matter experts and representation specifically from: - Organizations led by and serving people with disabilities - State DV Coalition	Expand CoC membership to fill gaps and proactively recruit throughout the year, with the goal of adding at least 2 seats: 1. PEER Center (org led by and serving people with disabilities) 2. Ohio Domestic Violence Network (State DV Coalition)	CoC Board	7/1/2024
2	Our CoC does not have a DEI Subcommittee	Establish DEI Subcommittee	CoC	7/1/2024
<u>Racial Equity</u>				
3	In FY23, 62.5% of CoC members responded to the "Self-Reported Gender/Racial/Ethnic Identity" survey	100% CoC member participation in FY24 survey	CoC	5/1/2024
4	Our CoC is not representative of the underrepresented population of Franklin County	Advance racial equity via member recruitment to make measurable improvements in aligning CoC membership with the underrepresented population of Franklin County	CoC	7/1/2024
<u>Partnerships</u>				
5	Establish partnership with State Education Agency (SEA)	Marcus Johnson will connect and collaborate with Ohio Department of Education	MJ	7/1/2024
6	Establish partnership with local health department	Michael Wilkos will establish a partnership with Columbus Public Health	MW	7/1/2024
7	Establish partnership with State Sexual Assault Coalition	LSS CHOICES will establish partnership with the Ohio Alliance to End Sexual Violence	LSS CHOICES	7/1/2024
8	Develop formal partnerships (MOU/MOA) with: - Childcare & Development Fund - Federal Home Visiting Program (including Maternal, Infant & Early Childhood Home & Visiting or MIECHV) - Healthy Start - Public Pre-K	Scott Scharlach and Michael Wilkos will reach out to relevant contacts	SS & MW	7/1/2024

SYSTEM INDICATOR REPORT

FY2024
7/1/23 – 9/30/23



Until everyone has a place to call home

Our Mission

To lead a coordinated, community effort to make sure everyone has a place to call home.

We thank our Partner Agencies for their assistance in collecting data and ensuring data accuracy for our community reports.

Way to go!

These programs met all outcomes for numbers served, length of service, and successful outcomes.



diversion
homelessness prevention



rapid rehousing



transitional living program RHY



engagement center
shelter2housing



homeless hotline
for families



rapid rehousing
for families



rapid rehousing
for single adults



family center

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Overview

System and Program Indicator Reports are published quarterly and furnished to CSB trustees and the Continuum of Care. All reports are posted to www.csb.org. Results are also shared with CSB funders consistent with funding contracts and agreements.

The System and Program Indicator Report monitors the current CSB funded programs and some non-CSB funded programs that participate in our data system. The report evaluates each system and program based on a system or program goal, actual performance data, variances, and outcome achievements. Outcome achievement is defined as 90% or better of numerical goal or within 5 percentage points of a percentage goal, except where a lesser or greater value than this variance also indicates an achieved goal. Systems or programs which meet less than one-half of outcome goals are considered to be a “program of concern”. The following key is used to express outcome achievement status for each indicator:

Outcome Achievement:	Key
Outcome achieved	√
Outcome not achieved	≠
Outcome goal not applicable	N/A

System-level race and gender-based outcome disparities are included in the report. A disparity is defined as a demographic achieving a successful exit that is at least five percentage points less than the respective percentage of the demographic population served in each system.

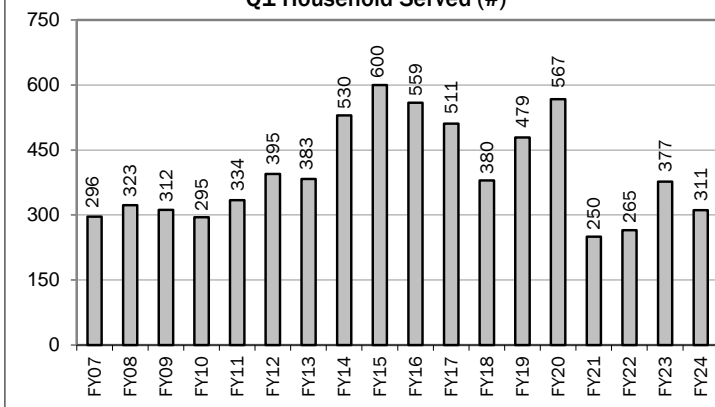
All data generated from the Homeless Management Information System (HMIS) and used in the report met CSB quality assurance standards, which require current and accurate data and a 95% completion rate for all required HMIS data variables.

Data included in the report is analyzed per the Evaluation Definitions and Methodology document that can be found at www.csb.org under the Publications section.

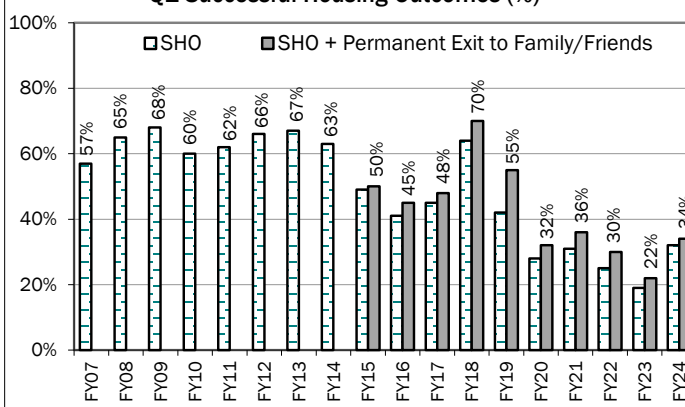
System and Program Indicator Report

FY24 EMERGENCY SHELTER	Households Served			Nightly Occupancy		Average Length of Stay (Days) ³			Successful Housing Outcomes ²					
7/1/2023 - 9/30/2023	Goal	Actual	Outcome Achievement	Capacity ¹	Actual	Goal	Actual	Outcome Achievement	Goal (#)	Actual	Outcome Achievement	Goal (%)	Actual (%)	Outcome Achievement
Family System	375	311	√ ⁴	114	162	54	90	N/A	131	53	≠	50%	34%	≠

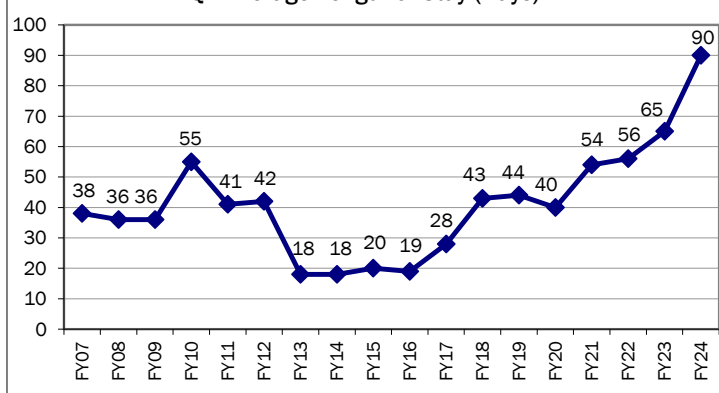
Q1 Household Served (#)



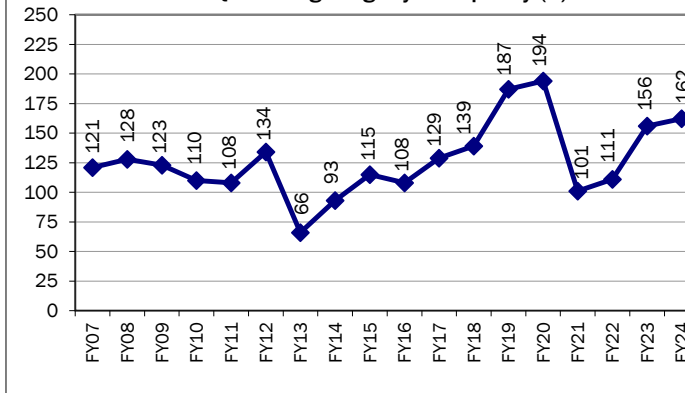
Q1 Successful Housing Outcomes (%)²



Q1 Average Length of Stay (Days)



Q1 Average Nightly Occupancy (#)



DEMOGRAPHICS	Qtrly Δ	Family
Households Served	↓	311
Percent Newly homeless		70%
Clients Served	↓	1,114
Adults Served		420
Children Served		694
Children 0 - 5 years		249
Mean Family Size	↑	3.6
Average Number of Children		2.2
Average Age (HoH)		34
Gender - Female (HoH)		93%
Gender - Male (HoH)		7%
Veterans (U.S. Military) served		4
Veterans % of all adults		1%
Average Monthly Household Income	↑	\$896
Percent Working at Entry	↑	34%
Percent of Households with No Income		49%
Average Monthly Income for Households with Income		\$1,752
Race/Ethnicity - Black (HoH) ³		70%
Race/Ethnicity - White (HoH) ³		18%
Race/Ethnicity - Multi-Racial (HoH) ³		7%
Race/Ethnicity - Hispanic (HoH)		5%
Race/Ethnicity - Other (HoH) ³		0%
Adults 18-24 years (HoH)		11%
Children 0 - 2 years		19%
Children 3 - 7 years		32%
Children 8 - 12 years		30%
Children 13 - 17 years		19%
Pregnant Women Served	↓	30
Self-Reported Disability (HoH)	↓	35%
Franklin County Residents		84%

When compared to the same period of the prior fiscal year 18% less households needed shelter. The success rate at exit from shelters increased 12 percentage points to 34%. The average length of shelter stay increased by 25 days to 90 days, the highest level recorded historically. Lack of available safe, decent, affordable housing is making it very difficult to successfully move families out of shelter quickly. The employment rate at entry increased from the FY23 annual rate of 27% to 34% currently and the average income increased to \$896 (FY23 \$652). 6% of families (19) had more than one shelter stay during the timeframe. An additional 137 families stayed in the Overnight shelter program only, waiting for a face-to-face shelter eligibility assessment. This is a 523% increase compared to FY23 (22). These families were subsequently either helped to find an alternative to shelter or self-resolved.

¹ Overflow capacity is not included. The family emergency shelter system will expand capacity as necessary to meet the shelter needs of homeless families.

² Starting 7/1/15, Successful Housing Outcomes include permanent exits to family. Starting 7/1/18, Successful Housing Outcomes include permanent exits to friends.

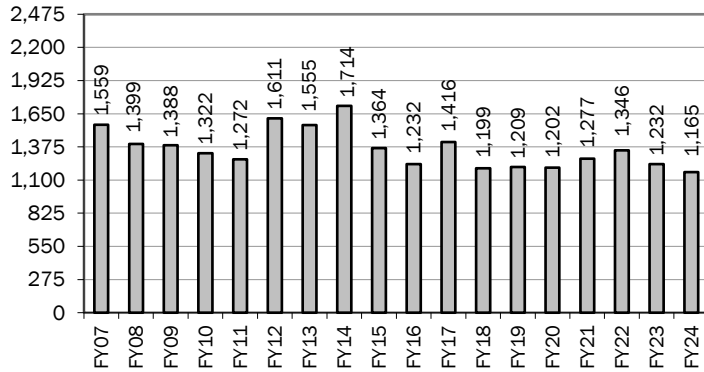
³ The rating/achievement of average length of shelter stay has been suspended for shelter providers for FY2024.

⁴ The family emergency shelter system served all the families that needed shelter.

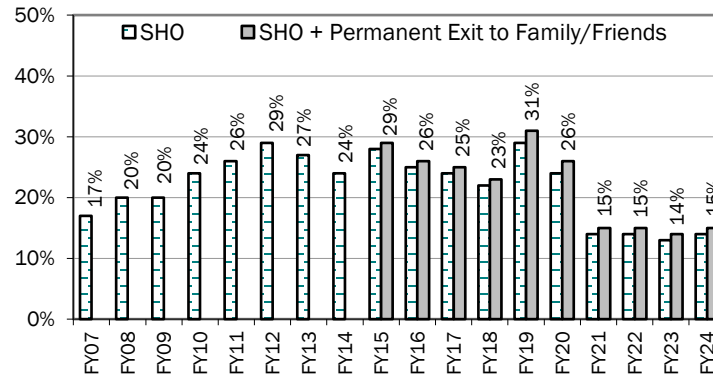
System and Program Indicator Report

FY24 EMERGENCY SHELTER	Households Served			Nightly Occupancy		Average Length of Stay (Days) ⁴			Successful Housing Outcomes ¹					
7/1/2023 - 9/30/2023	Goal	Actual	Outcome Achievement	Capacity ²	Actual	Goal	Actual	Outcome Achievement	Goal (#)	Actual (#)	Outcome Achievement	Goal (%)	Actual (%)	Outcome Achievement
Men's System	1,200	1,165	√	427	430	45	56	N/A	193	110	≠	25%	15%	≠

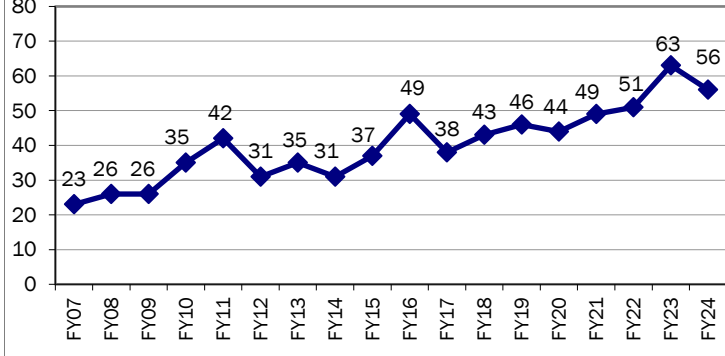
Q1 Households Served (#)



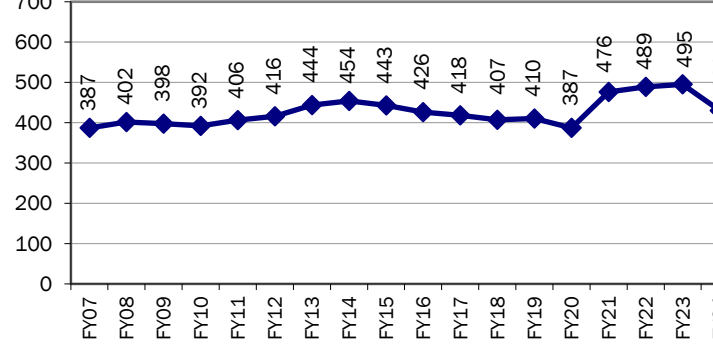
Q1 Successful Housing Outcomes (%)¹



Q1 Average Length of Stay (Days)



Q1 Average Nightly Occupancy (#)



DEMOGRAPHICS	Qtrly Δ	Men
Households Served	↓	1,165
Percent Newly Homeless		54%
Average Age	↑	48
Men as a percent of total single adults served		70%
Veterans (U.S. Military) served	↑	122
Veterans % of all adults		10%
Percent of Households With No Income		45%
Percent Working at Entry	↑	27%
Average Monthly Earned Income	↑	\$798
Average Monthly Income for Households with Income		\$1,462
Average Daily Waitlist Number ⁵		N/A
Race/Ethnicity - Black (HoH)		64%
Race/Ethnicity - White (HoH)		26%
Race/Ethnicity - Multi-racial (HoH)		4%
Race/Ethnicity - Hispanic (HoH)		5%
Race/Ethnicity - Other (HoH)		1%
Adults 18 - 24 years ³	↓	3%
Adults 25 - 34 years ³		20%
Adults 35 - 44 years ³		21%
Adults 45 - 55 years ³		24%
Adults 56 - 61 years ³		15%
Adults 62+ years ³	↑	18%
Self-Reported Disability (HoH)	↑	71%
Franklin County Residents	↓	82%

The number of single men sheltered decreased 5% when compared to the same reporting period of the prior fiscal year. The success rate remained flat at 15%. The average length of time homeless decreased by 7 days. Lack of available safe, decent, affordable housing is making it very difficult to successfully move individuals out of shelter quickly. The employment rate at entry increased 7 percentage points to 27% when compared to the FY23 annual rate of 20%, and the average income increased to \$798 (FY23 \$592). 30% of men (354) had multiple stays in shelter during the timeframe. The rate of adults aged 62+ increased by 6 percentage points when compared to the FY23 rate (12%).

¹ Starting 7/1/15, Successful Housing Outcomes include permanent exits to family. Starting 7/1/18, Successful Housing Outcomes include permanent exits to friends.

² Overflow capacity is not included.

³ Due to rounding percentages do not add up to 100%.

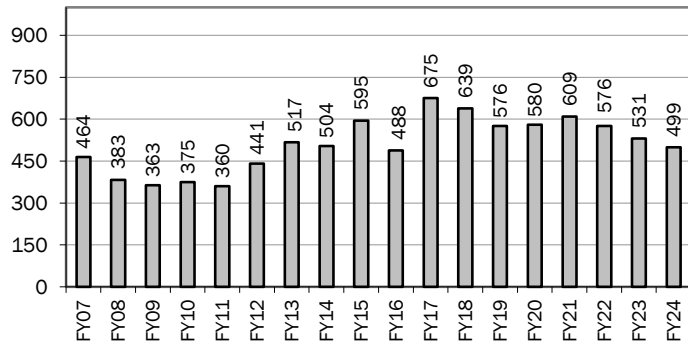
⁴ The rating/achievement of average length of shelter stay has been suspended for shelter providers for FY2024.

⁵ The average daily waitlist number could not be accurately reported for the evaluation period.

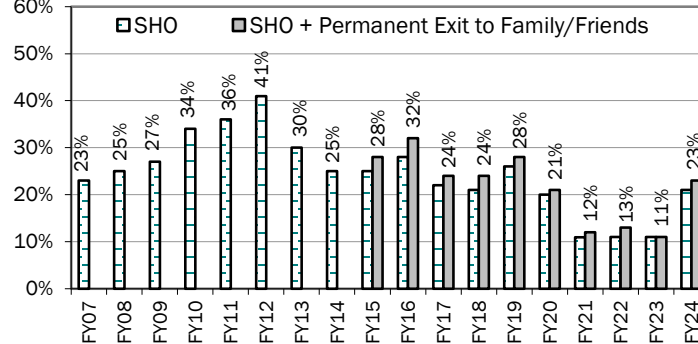
System and Program Indicator Report

FY24 EMERGENCY SHELTER	Households Served			Nightly Occupancy		Average Length of Stay (Days) ³			Successful Housing Outcomes ¹					
7/1/2023 - 9/30/2023	Goal	Actual	Outcome Achievement	Capacity ²	Actual	Goal	Actual	Outcome Achievement	Goal (#)	Actual (#)	Outcome Achievement	Goal (%)	Actual (%)	Outcome Achievement
Women's System	575	499	≠	208	205	45	68	N/A	92	70	≠	25%	23%	√

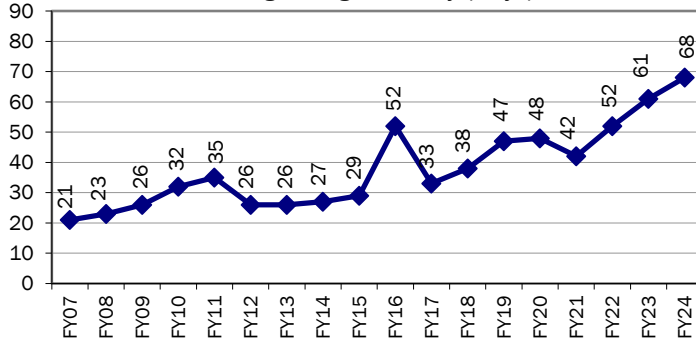
Q1 Households Served (#)



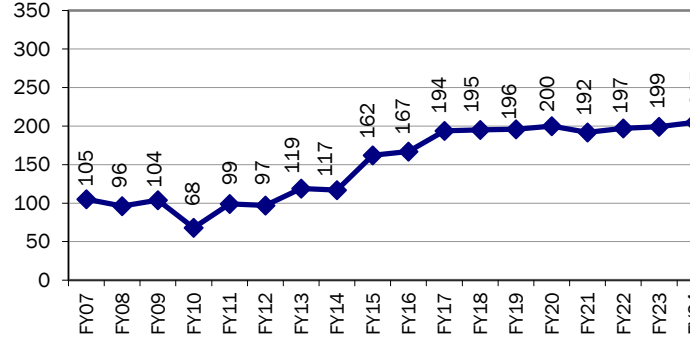
Q1 Successful Housing Outcomes (%)¹



Q1 Average Length of Stay (Days)



Q1 Average Nightly Occupancy (#)



DEMOGRAPHICS	Qtrly Δ	Women
Households Served	↓	499
Percent Newly Homeless		60%
Average Age		46
Women as a percent of total single adults served		30%
Veterans (U.S. Military) served		11
Veterans % of all adults		2%
Percent of Households With No Income		42%
Percent Working at Entry	↑	24%
Average Monthly Household Income	↑	\$714
Average Monthly Income for Households with Income		\$1,232
Average Daily Waitlist Number ⁴		N/A
Race/Ethnicity - Black (HoH)	↑	60%
Race/Ethnicity - White (HoH)		30%
Race/Ethnicity - Multi-racial (HoH)		6%
Race/Ethnicity - Hispanic (HoH)		3%
Race/Ethnicity - Other (HoH)		1%
Adults 18 - 24 years		6%
Adults 25 - 34 years		19%
Adults 35 - 44 years		20%
Adults 45 - 55 years		26%
Adults 56 - 61 years		15%
Adults 62+ years	↑	14%
Pregnant Women Served	↑	39
Self-Reported Disability (HoH)	↑	76%
Franklin County Residents		83%

The number of single women sheltered decreased 6% when compared to the same reporting period of the previous year. The success rate at exit increased 12 percentage points. The average length of time homeless increased by 7 days to the highest level recorded historically. Lack of available safe, decent, affordable housing is making it very difficult to successfully move individuals out of shelter quickly. The employment rate at entry increased by 4 percentage points to 24% when compared to the FY23 annual rate of 20%, and the average income increased to \$714 (FY23 \$618). 23% of women (115) had multiple stays in shelter during the timeframe. The number of pregnant women served increased by 30% compared to the same reporting period in FY23 (30). The rate of adults aged 62+ increased by 4 percentage points when compared to the FY23 rate (10%).

¹ Starting 7/1/15, Successful Housing Outcomes include permanent exits to family. Starting 7/1/18, Successful Housing Outcomes include permanent exits to friends.

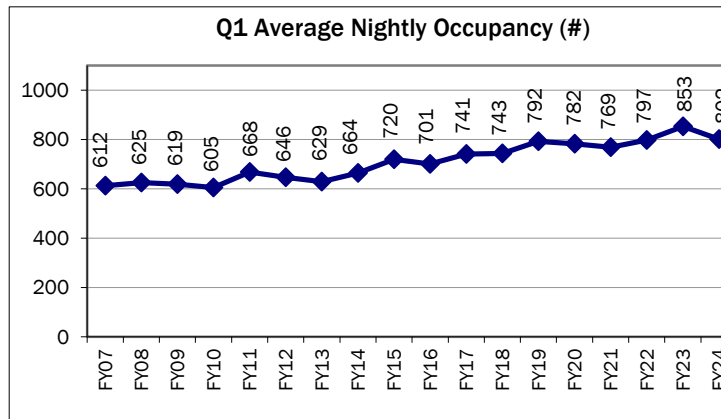
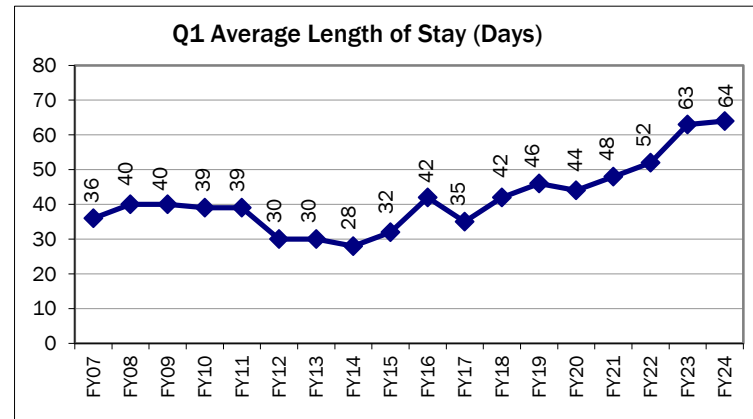
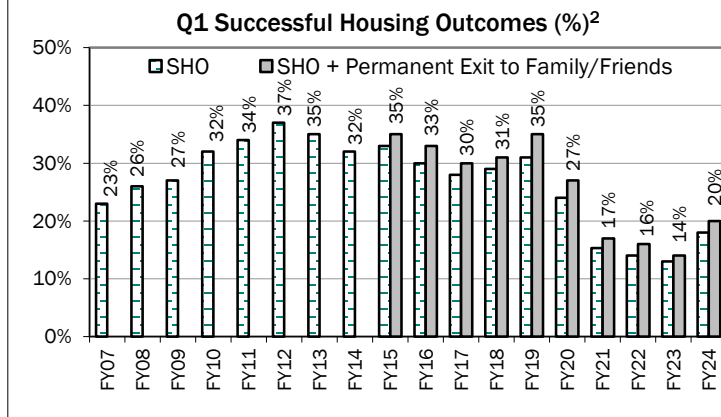
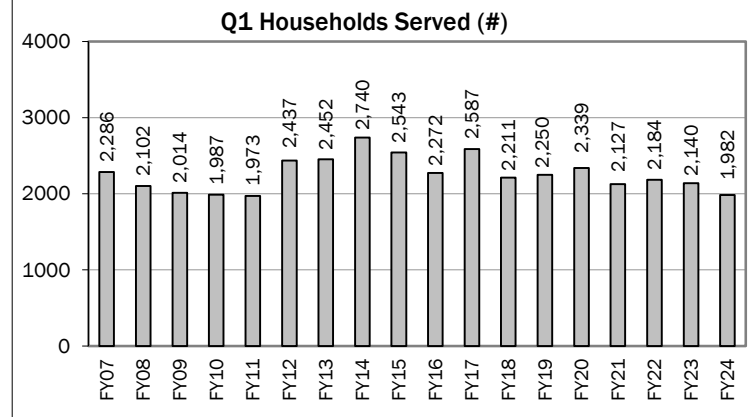
² Overflow capacity is not included.

³ The rating/achievement of average length of shelter stay has been suspended for shelter providers for FY2024.

⁴ The average daily waitlist number could not be accurately reported for the evaluation period.

System and Program Indicator Report

FY24 EMERGENCY SHELTER	Households Served			Nightly Occupancy		Average Length of Stay (Days) ³			Successful Housing Outcomes ²					
7/1/2023 - 9/30/2023	Goal	Actual	Outcome Achievement	Capacity	Actual	Goal	Actual	Outcome Achievement	Goal (#)	Actual (#)	Outcome Achievement	Goal (%)	Actual (%)	Outcome Achievement
Emergency Shelter System ¹	2,200	1,982	√	749	802	54	64	N/A	435	235	≠	30%	20%	≠



DEMOGRAPHICS	Qtrly Δ	Family & Adults
Households Served		1,982
Percent Newly Homeless		58%
Clients Served		2,783
Adults Served		2,089
Children Served		694
Average Age (HoH)		45
Gender - Male (HoH) ⁴		60%
Gender - Female (HoH) ⁴		40%
Gender - Other (HoH) ⁴		1%
Veterans (U.S. Military) served	↑	137
Veterans % of all adults	↑	7%
Percent of Households With No Income		45%
Percent Working at Entry	↑	26%
Average Monthly Household Income	↑	\$791
Average Monthly Income for Households with Income		\$1,447
Average Daily Waitlist Number ⁵		N/A
Race/Ethnicity - Black (HoH) ⁴		63%
Race/Ethnicity - White (HoH) ⁴		26%
Race/Ethnicity - Multi-racial (HoH) ⁴		5%
Race/Ethnicity - Hispanic (HoH) ⁴		4%
Race/Ethnicity - Other (HoH) ⁴		1%
Adults 18-24 years (HoH)		5%
Pregnant Women Served	↑	70
Self-Reported Disability (HoH)	↑	67%
Franklin County Residents	↓	83%

The number served by the system decreased 7% when compared to the same reporting period of the prior fiscal year. The successful housing outcome rate increased 6 percentage points to 20%. The average length of time homeless increased by 1 days to a record high of 64 days. Lack of available safe, decent, affordable housing is making it very difficult to successfully move individuals and families out of shelter quickly. The average income increased to \$791 when compared to the FY23 annual rate of \$589. The system served 15 more (12% increase) veterans and 2 more (3% increase) pregnant women when compared to the same reporting period of the previous year (122, 67).

¹ Includes single adult and family shelters. Excludes Huckleberry House Emergency Shelter and YMCA Family Overnight; total distinct households served including the youth shelter and overnight program is 2,226.

² Starting 7/1/15, Successful Housing Outcomes include permanent exits to family. Starting 7/1/18, Successful Housing Outcomes include permanent exits to friends.

³ The rating/achievement of average length of shelter stay has been suspended for shelter providers for FY2024.

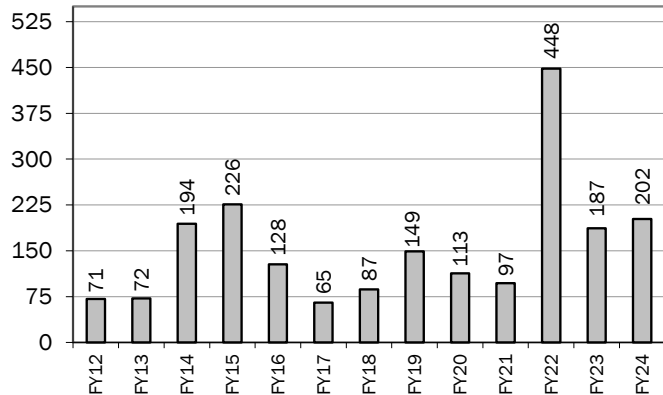
⁴ Due to rounding percentages do not add up to 100%.

⁵ The average daily waitlist number could not be accurately reported for the evaluation period.

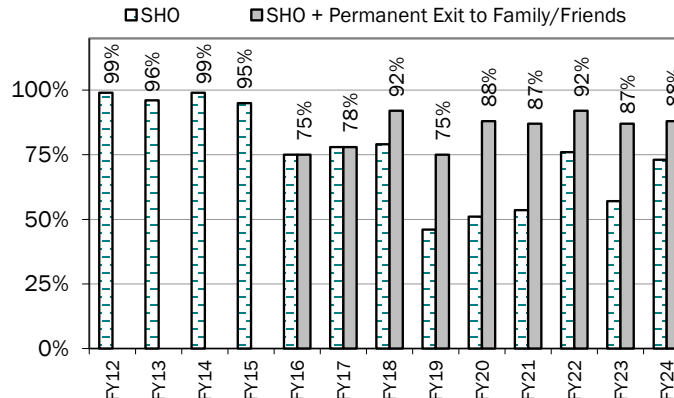
System and Program Indicator Report

FY24 Prevention	New Households Served			Households Served			Average Length of Participation (Days)			Successful Housing Outcomes ³					
7/1/2023 - 9/30/2023	Goal	Actual	Outcome Achievement	Goal	Actual	Outcome Achievement	Goal	Actual	Outcome Achievement	Goal (#)	Actual (#)	Outcome Achievement	Goal (%)	Actual (%)	Outcome Achievement
Prevention System ¹	202	202	√	472	502	√	150	146	√	164	197	√	80%	88%	√

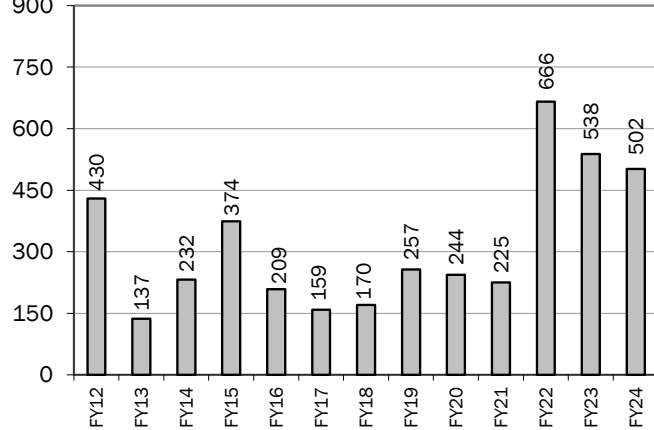
Q1 New Households Served (#)



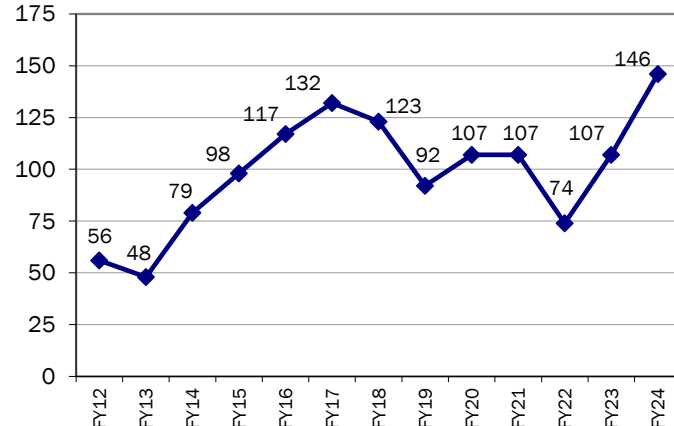
Q1 Successful Housing Outcomes (%)³



Q1 Households Served (#)



Q1 Average Length of Participation (Days)



DEMOGRAPHICS	Qtrly Δ	Family & Adults
Households Served	↓	502
Clients Served		1,510
Average Age (HoH)		35
Gender - Female (HoH)	↓	84%
Gender - Male (HoH)		16%
Gender - Other (HoH)		0%
Veterans (U.S. Military) served	↑	64
Veterans % of all adults	↑	11%
Percent of Households With No Income		39%
Percent Working at Entry	↑	42%
Average Monthly Household Income	↑	\$922
Average Monthly Income for Households with Income		\$1,508
Race/Ethnicity - Black (HoH)		73%
Race/Ethnicity - White (HoH)		18%
Race/Ethnicity - Multi-racial (HoH)		5%
Race/Ethnicity - Hispanic (HoH)		4%
Race/Ethnicity - Other (HoH)		0%
Adults Served		577
Children Served		933
Mean Family Size ²		3.4
Average Number of Children ²		2.2
Adults 18 - 24 years (HoH)		20%
Adults 25 - 34 years (HoH)		42%
Adults 35 - 44 years (HoH)		22%
Adults 45 - 55 years (HoH)		9%
Adults 56 - 61 years (HoH)		2%
Adults 62+ years (HoH)		5%
Self-reported Disability (HoH)	↑	28%
Pregnant Women Served	↑	53

The number of households served decreased 7% when compared to the same reporting period of the prior fiscal year. The successful housing outcome rate increased by 1 percentage point to 88% and the average length of participation in the program significantly increased to 146 days. At exit, 73% of households are stable in their own housing and 15% decided to permanently move in with family/friends. The percent working at entry decreased compared to the FY23 annual rate of 44% to 42% currently. The number of veterans served increased by 17 (36% increase) and the number of pregnant women served increased by 8 (18% increase) when compared to same reporting period of FY23 (47, 45).

¹ System includes Gladden Community House prevention programs, Home for Families prevention programs, and VOAIO SSVF program for veterans.

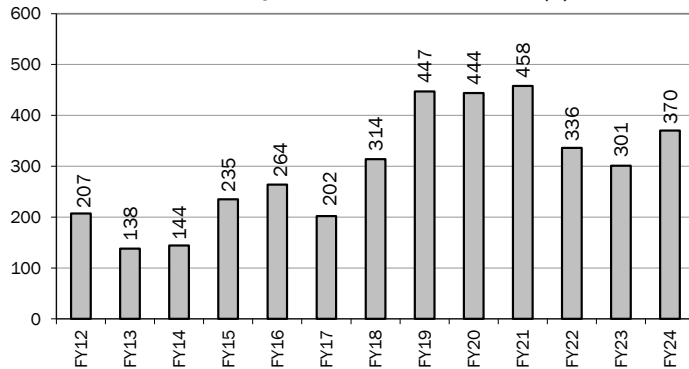
² Data refers to the families served.

³ Starting 7/1/15, Successful Housing Outcomes include permanent exits to family. Starting 7/1/18, Successful Housing Outcomes include permanent exits to friends.

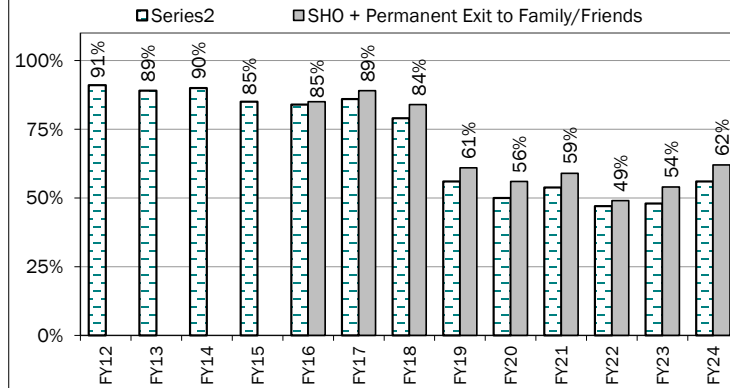
System and Program Indicator Report

FY24 Rapid Re-housing	New Households Served			Households Served			Average Length of Participation (Days) ⁵			Successful Housing Outcomes ²					
7/1/2023 - 9/30/2023	Goal	Actual	Outcome Achievement	Goal	Actual	Outcome Achievement	Goal	Actual	Outcome Achievement	Goal (#)	Actual (#)	Outcome Achievement	Goal (%)	Actual (%)	Outcome Achievement
Rapid Re-housing System ¹	485	370	≠	1,276	1,133	≠	240	190	N/A	295	210	≠	55%	62%	√
Single Adults ³	-	266	-	-	763	-	-	171	-	-	134	-	-	59%	-
Families ³	-	104	-	-	370	-	-	229	-	-	76	-	-	69%	-

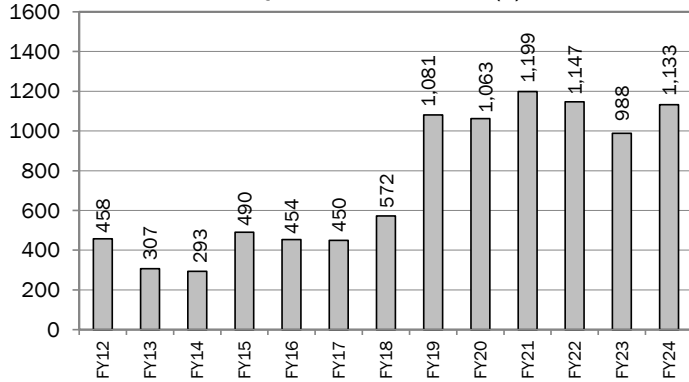
Q1 New Households Served (#)



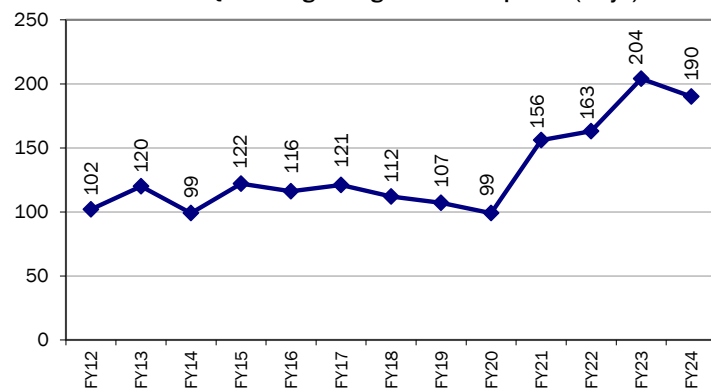
Q1 Successful Housing Outcomes (%)²



Q1 Households Served (#)



Q1 Average Length of Participation (Days)



DEMOGRAPHICS	Qtrly Δ	Family	Qtrly Δ	Single Adults ³
Households Served		370		763
Clients Served		1,254		770
Average Age (HoH)		31		47
Gender - Male (HoH) ⁴		6%		70%
Gender - Female (HoH) ⁴		94%		28%
Gender - Other (HoH) ⁴		0%		1%
Veterans (U.S. Military) served		5		230
Veterans % of all adults		1%		30%
Percent of Households With No Income		54%		48%
Percent Working at Entry		32%		23%
Average Monthly Household Income	↓	\$640	↓	\$722
Average Monthly Income for Households with Income		\$1,380		\$1,389
Adults Served		451		770
Children Served		804		-
Race/Ethnicity - Black (HoH) ⁴		74%		60%
Race/Ethnicity - White (HoH) ⁴		13%		29%
Race/Ethnicity - Multi-racial (HoH) ⁴		7%		4%
Race/Ethnicity - Hispanic (HoH) ⁴		5%		5%
Race/Ethnicity - Other (HoH) ⁴		1%		1%
Mean Family Size		3.4		-
Average Number of Children		2.2		-
Adults 18-24 years (HoH) ⁴	↑	34%	↑	13%
Adults 25 - 34 years (HoH) ⁴		36%		14%
Adults 35 - 44 years (HoH) ⁴		24%		16%
Adults 45 - 55 years (HoH) ⁴		4%		22%
Adults 56 - 61 years (HoH) ⁴		1%		16%
Adults 62+ years (HoH) ⁴		0%		19%
Self-reported Disability (HoH)	↓	44%	↓	77%
Pregnant Women Served	↓	28	↑	16

The number served increased 15% when compared to the same reporting period of the previous year. Rapid Re-housing providers are reporting continued difficulty securing low-income, affordable housing. The success rate at exit increased 8 percentage points to 62 percent and the length of participation decreased by 14 days. The self-reported disability rate decreased to 44% (FY23 47%) for families and to 77% (FY23 78%) for single adults. The number of veterans served increased by 32 (16% increase) and the number of pregnant women increased by 1 (2% increase) when compared to the same reporting period of the prior fiscal year (203, 43).

¹ System includes HFF Rapid Re-housing programs, VOA/OI Rapid Re-housing, TSA Rapid Re-housing, YMCA Rapid Re-housing programs, Homefull Rapid Re-housing program, LSS SSVF program, and VOA/OI SSVF program.

² Starting 7/1/15, Successful Housing Outcomes include permanent exits to family. Starting 7/1/18, Successful Housing Outcomes include permanent exits to friends.

³ No outcome goals are set by subpopulation. Households with only adults are included in the single adult population.

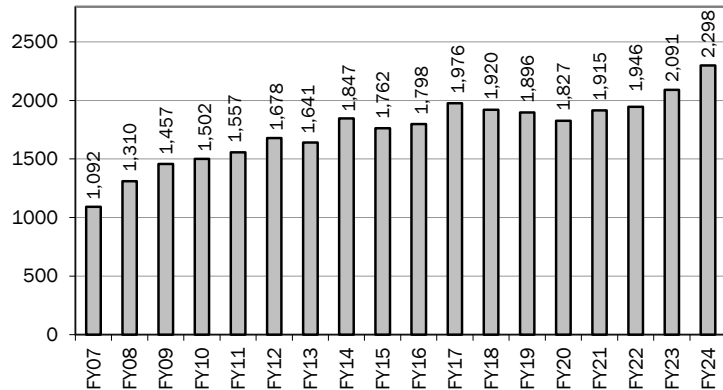
⁴ Due to rounding percentages do not add up to 100%.

⁵ The rating/achievement of average length of participation has been suspended for rapid-rehousing providers for FY2024.

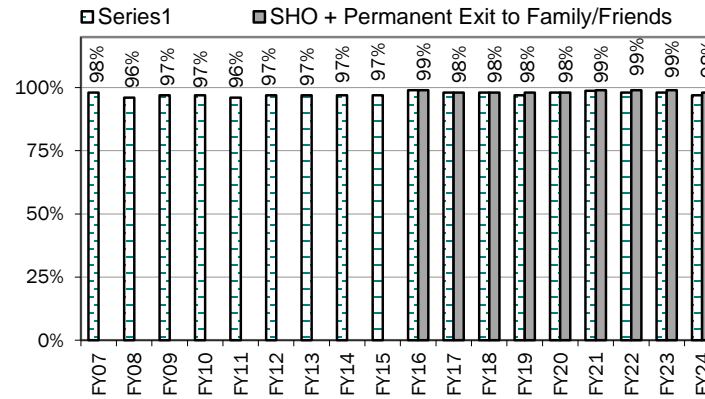
System and Program Indicator Report

FY24 Permanent Supportive Housing (PSH)	Households Served			Occupancy Rate			Housing Stability (Months)			Successful Housing Outcomes ¹					
7/1/2023 - 9/30/2023	Goal	Actual	Outcome Achievement	Goal	Actual	Outcome Achievement	Goal	Actual	Outcome Achievement	Goal (#)	Actual (#)	Outcome Achievement	Goal (%)	Actual (%)	Outcome Achievement
Total PSH System	2,468	2,298	√	95%	90%	√	24	43	√	2,221	2,237	√	90%	98%	√

Q1 Households Served (#)

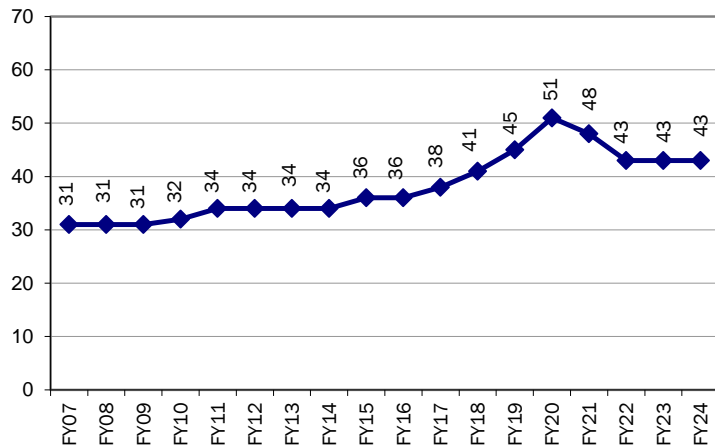


Q1 Successful Housing Outcomes (%)¹

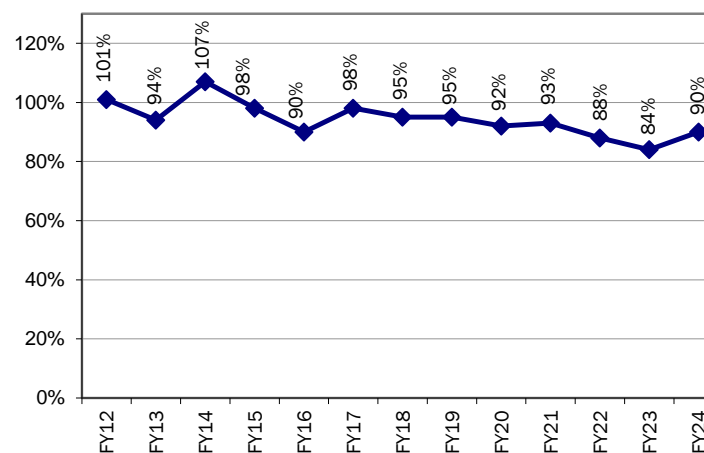


The system had a 10% increase in numbers served. The occupancy rate increased 6 percentage points to 90%, but remains lower than historical norms due to 1. difficulty in finding scattered sites affordable housing to rent in the community; and 2. low occupancy in a couple of site based facilities due to property management issues and issues related to slow unit turnover and mismatch of unit availability and demand of units by youth households. The current capacity of Permanent Supportive Housing units in HMIS and reported on here is 2,405. VA VASH voucher capacity of 377 is not included.

Q1 Housing Stability (Months)



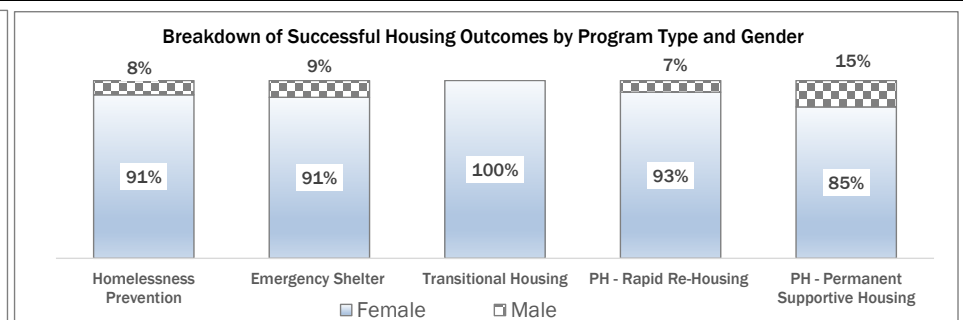
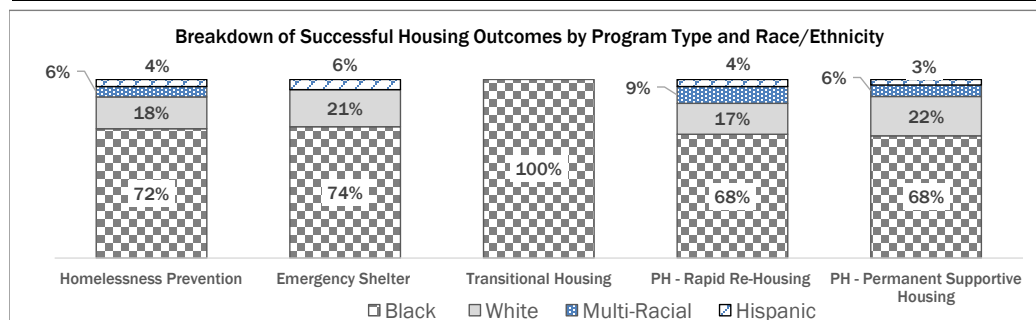
Q1 Occupancy Rate (%)



¹ Starting 7/1/15, Successful Housing Outcomes include permanent exits to family. Starting 7/1/18, Successful Housing Outcomes include permanent exits to friends.

System and Program Indicator Report

Special Populations Served: 7/1/2023 - 9/30/2023		Families Served by Program Type					
Families	Totals	Homelessness Prevention	Street Outreach	Emergency Shelter	Transitional Housing	PH - Rapid Re-Housing ³	PH - Permanent Supportive Housing
Youth Households (18 - 24)	207	63	0	23	19	111	43
Pregnant Youth Households (18 - 24)	49	19	0	3	2	9	1
Households (25+)	909	302	1	257	0	232	281
Pregnant Households (25+)	78	31	0	27	0	19	6
Total Households Served (#)	1,226	415	1	310	21	370	331
Total Households Entered	345	178	0	144	2	104	15
Total Households Exited	371	197	1	154	6	110	4
Successful Housing Outcomes (#) ¹	N/A	175	1	53	5	76	330
Successful Housing Outcomes (%) ¹	N/A	89%	100%	34%	83%	69%	100%
Average Length of Shelter Stay (Days) ²							
Average Length of Participation (Days) ²	N/A	133	254	90	10	229	41
Housing Stability (Months) ²							
DEMOGRAPHICS							
Race/Ethnicity - Black (HoH)		74%	0%	70%	71%	74%	68%
Race/Ethnicity - White (HoH)		16%	100%	18%	14%	13%	22%
Race/Ethnicity - Multi-racial (HoH)		6%	0%	7%	5%	7%	6%
Race/Ethnicity - Hispanic (HoH)		4%	0%	5%	10%	5%	3%
Race/Ethnicity - Other (HoH)		0%	0%	0%	0%	1%	1%
Gender - Female (HoH)		94%	100%	93%	90%	94%	85%
Gender - Male (HoH)		6%	0%	7%	10%	6%	15%
Gender - Other (HoH)		0%	0%	0%	0%	0%	0%
Self Reported Disability		24%	100%	35%	67%	43%	92%
Franklin County Residents		89%	100%	84%	76%	84%	94%



The system-wide number of families served decreased by 2% (FY23 1,252) when compared to the same reporting period of the prior fiscal year. The rate of families receiving homelessness prevention services decreased by 10% (FY23 463) and the rate of families in emergency shelter decreased by 18% (FY23 377) during the same timeframe. The rate of families in permanent supportive housing increased by 22% (FY23 272). The length of time families spent in homelessness prevention and emergency shelter increased significantly, when compared to FY23. The rate of Black/African American families and women-headed families served system-wide is substantially disproportionate compared to the Franklin County population and to the Franklin County population in poverty. From an outcomes perspective, the homelessness system has no substantial impact on these families.

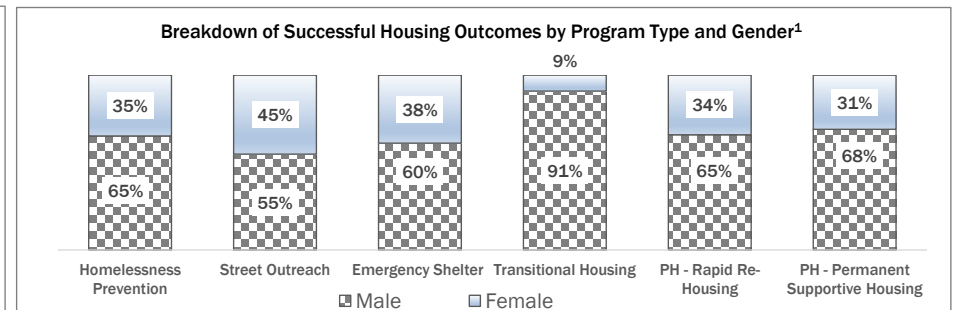
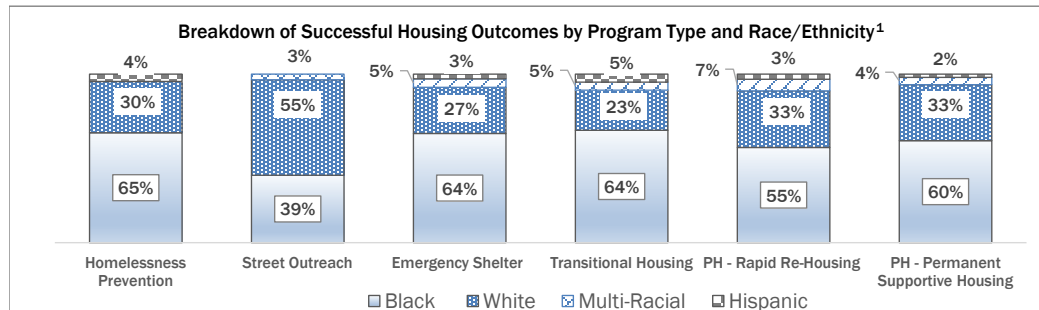
¹ Successful outcomes measure for Street Outreach. No families were served by Street Outreach for the reporting period.

² Average Length of Shelter Stay (Days) is measured for Emergency Shelter. Average Length of Participation (Days) is measured for Street Outreach, PH - Rapid Re-Housing and Homelessness Prevention. Housing Stability (Months) is measured for PH - Permanent Supportive Housing and Transitional Housing.

³ PH - Rapid Re-Housing households with adults only were excluded from totals.

System and Program Indicator Report

Special Populations Served: 7/1/2023 - 9/30/2023		Single Adults Served by Program Type					
Single Adults	Totals	Homelessness Prevention	Street Outreach	Emergency Shelter	Transitional Housing	PH - Rapid Re-Housing	PH - Permanent Supportive Housing
Unaccompanied Youth (18 -24)	238	13	6	49	41	90	87
Pregnant Unaccompanied Youth (18 -24)	25	2	3	12	1	6	3
Households without Children (18 - 24)	8	1	0	0	0	3	4
Pregnant Households without Children (18 - 24)	1	0	0	0	0	2	0
Single Adult (25+)	4,209	65	332	1,586	25	651	2,149
Pregnant Single Adult (25+)	33	1	3	27	0	8	0
Pregnant Households without Children (25+)	1	0	1	0	0	0	0
Households without Children (25+)	96	5	2	1	0	3	88
Total Households Served (#)	4,601	87	347	1,673	71	763	2,331
Total Households Entered	1,211	24	179	1,053	6	266	101
Total Households Exited	1,211	27	96	1,048	31	227	96
Successful Housing Outcomes (#) ¹	N/A	23	31	182	22	134	2,262
Successful Housing Outcomes (%) ¹	N/A	85%	32%	17%	71%	59%	98%
Average Length of Shelter Stay (Days) ²	N/A	246	97	59	8	171	47
Average Length of Participation (Days) ²							
Housing Stability (Months) ²							
	DEMOGRAPHICS						
	Race/Ethnicity - Black (HoH) ³	67%	31%	62%	72%	60%	60%
	Race/Ethnicity - White (HoH) ³	28%	62%	27%	17%	29%	33%
	Race/Ethnicity - Multi-racial (HoH) ³	3%	4%	5%	6%	4%	4%
	Race/Ethnicity - Hispanic (HoH) ³	2%	2%	4%	4%	5%	2%
	Race/Ethnicity - Other (HoH) ³	0%	1%	1%	1%	1%	1%
	Gender - Male (HoH) ³	63%	58%	69%	61%	70%	68%
	Gender - Female (HoH) ³	37%	41%	30%	37%	28%	31%
	Gender - Other (HoH) ³	0%	0%	1%	3%	1%	1%
	Self Reported Disability	52%	99%	76%	79%	77%	97%
	Franklin County Residents	88%	85%	85%	87%	83%	95%



The system-wide number of single adults served increased by 4% (FY23 4,409) when compared to the same reporting period of the prior fiscal year. The rate of single adults in emergency shelter decreased by 6% (FY23 1,771) during the same timeframe. The rate of single adults in rapid re-housing increased by 20% (FY23 634) and the number in permanent supportive housing increased by 6% (FY23 2,200). The rate of Black/African American single adults served system-wide is substantially disproportionate compared to the Franklin County population and to the Franklin County population in poverty. From an outcomes perspective, the homelessness system has no substantial impact on these single adults.

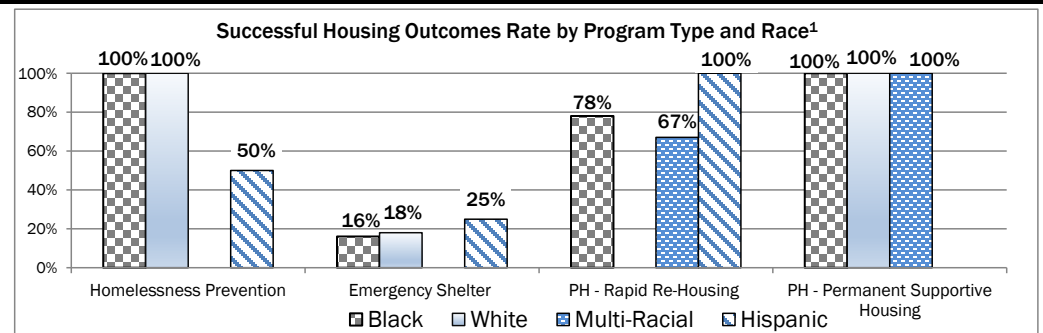
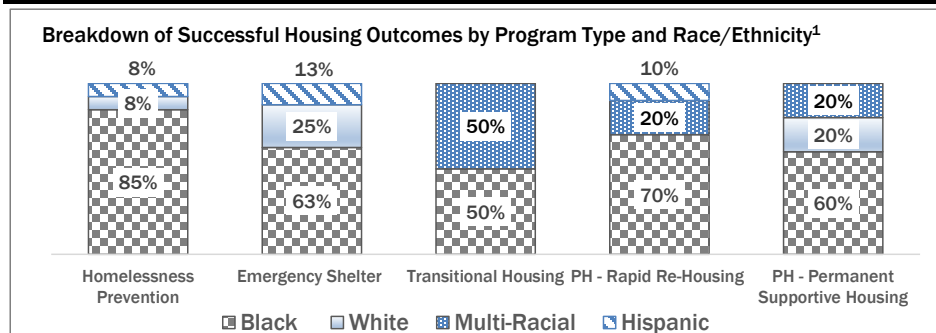
¹ Successful outcomes measure for Street Outreach.

² Average Length of Shelter Stay (Days) is measured for Emergency Shelter. Average Length of Participation (Days) is measured for Street Outreach, PH - Rapid Re-Housing and Homelessness Prevention. Housing Stability (Months) is measured for PH - Permanent Supportive Housing and Transitional Housing.

³ Due to rounding, percentages do not add up to 100%.

System and Program Indicator Report

Special Populations Served: 7/1/2023 - 9/30/2023		Pregnant Women Served by Program Type					
Pregnant Women	Totals	Homelessness Prevention	Street Outreach	Emergency Shelter	Transitional Housing	PH - Rapid Re-Housing	PH - Permanent Supportive Housing
Unaccompanied Youth (under 18)	1	0	0	1	0	0	0
Unaccompanied Youth (18 -24)	26	2	3	12	1	8	3
Single Adults (25+)	34	1	4	27	0	8	0
Parenting Youth Households (18-24)	31	19	0	3	2	9	1
Parenting Households (25+)	69	31	0	27	0	19	6
Total Households Served (#)	159	53	7	70	3	44	10
Total Households Entered	86	23	5	51	0	24	1
Total Households Exited	97	14	2	50	2	17	0
Successful Housing Outcomes (#) ¹	N/A	13	0	8	2	10	10
Successful Housing Outcomes (%) ¹	N/A	93%	0%	16%	100%	59%	100%
Average Length of Shelter Stay (Days) ²	N/A	90	13	40	5	128	29
Average Length of Participation (Days) ²							
Housing Stability (Months) ²							
	DEMOGRAPHICS						
	Race/Ethnicity - Black (HoH)	68%	43%	70%	67%	68%	60%
	Race/Ethnicity - White (HoH)	15%	43%	17%	0%	16%	20%
	Race/Ethnicity - Multi-racial (HoH)	9%	0%	7%	33%	11%	20%
	Race/Ethnicity - Hispanic (HoH)	8%	14%	6%	0%	5%	0%
	Race/Ethnicity - Other (HoH)	0%	0%	0%	0%	0%	0%
	Self Reported Disability	21%	86%	38%	67%	43%	80%
	Franklin County Residents	94%	100%	84%	100%	84%	100%



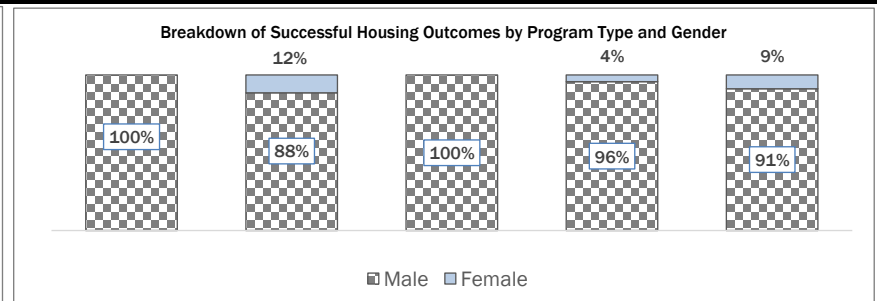
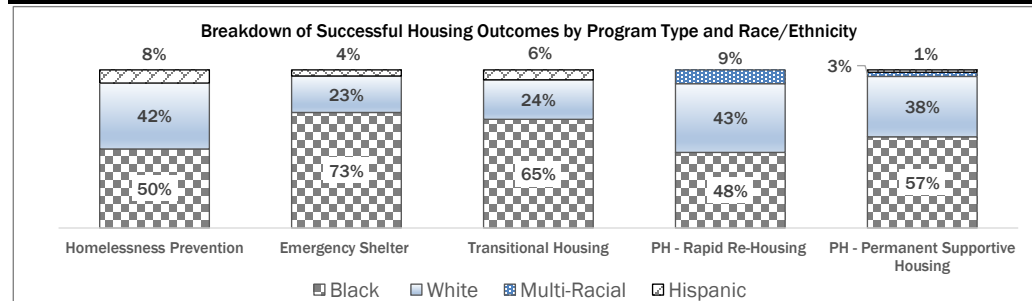
The system-wide number of pregnant women served increased by 3% (FY23 154) compared to the same reporting period of the prior fiscal year. 18% more (FY23 45) pregnant women were served by homelessness prevention projects. The number served by emergency shelters increased 4% (FY23 67) and rapid re-housing remained flat (FY23 43) when compared to the same reporting period of the prior fiscal year. The rate of Black/African American women served system-wide is substantially disproportionate compared to the Franklin County population and to the Franklin County population in poverty. From an outcomes perspective, the homelessness system has no substantial impact on these pregnant women.

¹ Successful outcomes measure for Street Outreach.

² Average Length of Shelter Stay (Days) is measured for Emergency Shelter. Average Length of Participation (Days) is measured for Street Outreach, PH - Rapid Re-Housing and Homelessness Prevention. Housing Stability (Months) is measured for PH - Permanent Supportive Housing and Transitional Housing.

System and Program Indicator Report

Special Populations Served: 7/1/2023 - 9/30/2023		Veterans Served by Program Type					
Veterans (All Adults)	Totals	Homelessness Prevention	Street Outreach	Emergency Shelter	Transitional Housing	PH - Rapid Re-Housing	PH - Permanent Supportive Housing ³
Unaccompanied Youth (18 -24)	8	1	0	0	0	5	2
Single Adults (25+)	833	56	10	133	25	225	522
Parenting Youth Households 18-24	1	0	0	0	0	0	1
Parenting Households (25+)	49	7	0	4	0	5	33
Total Households Served (#)	888	64	10	137	25	235	558
Total Households Entered	111	24	6	90	2	61	6
Total Households Exited	114	13	3	74	25	41	24
Successful Housing Outcomes (#) ¹	N/A	12	1	26	17	23	538
Successful Housing Outcomes (%) ¹	N/A	92%	33%	36%	68%	56%	99%
Average Length of Shelter Stay (Days) ²	N/A	179	118	56	5	260	62
Average Length of Participation (Days) ²							
Housing Stability (Months) ²							
	DEMOGRAPHICS						
	Race/Ethnicity - Black (HoH)	67%	50%	57%	52%	58%	57%
	Race/Ethnicity - White (HoH)	27%	40%	35%	40%	36%	38%
	Race/Ethnicity - Multi-racial (HoH)	3%	10%	4%	0%	3%	3%
	Race/Ethnicity - Hispanic (HoH)	3%	0%	3%	4%	3%	1%
	Race/Ethnicity - Other (HoH)	0%	0%	1%	4%	0%	1%
	Gender - Male (HoH) ⁴	79%	90%	91%	100%	94%	91%
	Gender - Female (HoH) ⁴	21%	10%	9%	0%	6%	9%
	Gender - Other (HoH) ⁴	0%	0%	0%	0%	0%	1%
	Self Reported Disability	52%	90%	75%	56%	55%	86%
Franklin County Residents	97%	100%	74%	84%	80%	93%	



The system-wide number of veterans served increased 7% when compared to the same reporting period of the prior fiscal year (FY23 828). The number of veterans receiving homelessness prevention services increased by 36% (FY23 47), the number of veterans in emergency shelter increased by 12% (FY23 122) and the number in transitional housing decreased by 46% (FY23 46). The VOA GPD Transitional Housing program closed as of 9/30/23, decreasing the capacity of veterans programming by 40. The number of veterans served in rapid re-housing increased by 16% (FY23 203) and the number in permanent supportive housing decreased by 2% (FY23 571) when compared to prior fiscal year. The rate of Black/African American veterans served system-wide is substantially disproportionate compared to the Franklin County veteran population. From an outcomes perspective, the homelessness system has no substantial impact on these veterans.

¹ Successful outcomes measure for Street Outreach.

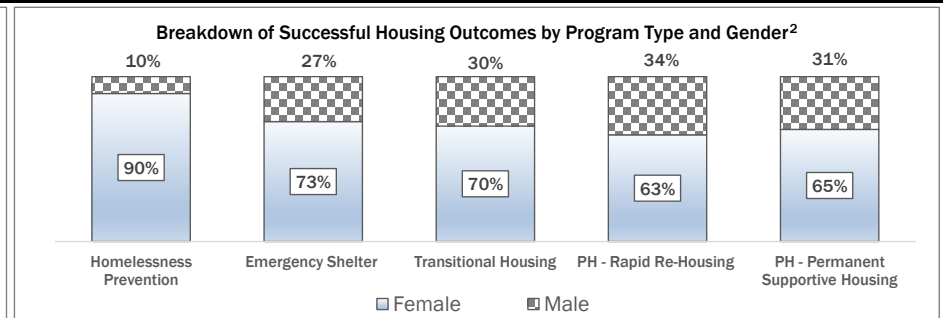
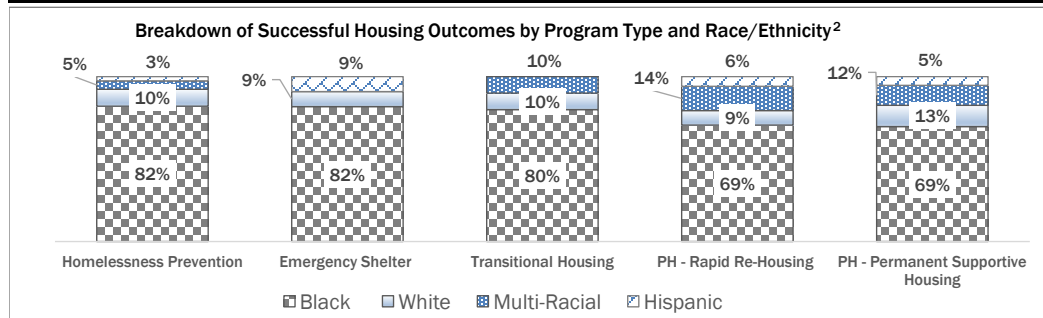
² Average Length of Shelter Stay (Days) is measured for Emergency Shelter. Average Length of Participation (Days) is measured for Street Outreach, PH - Rapid Re-Housing and Homelessness Prevention. Housing Stability (Months) is measured for PH - Permanent Supportive Housing and Transitional Housing.

³ VASH vouchers are included under the PH - Permanent Supportive Housing category.

⁴ Due to rounding, percentages do not add up to 100%.

System and Program Indicator Report

Special Populations Served: 7/1/2023 - 9/30/2023		Transition Age Youth Served by Program Type					
Transition Age Youth ¹	Totals	Homelessness Prevention	Street Outreach	Emergency Shelter	Transitional Housing	PH - Rapid Re-Housing	PH - Permanent Supportive Housing ³
Unaccompanied Youth under 18	113	0	0	109	4	0	0
Unaccompanied Youth 18-24	273	16	9	62	42	101	94
Parenting Youth Households Under 18	0	0	0	0	0	0	0
Parenting Youth Households 18-24	253	82	0	26	21	120	44
Total Pregnant Women Served	56	21	3	16	3	17	4
Total Households Served	635	98	9	196	67	221	138
Total Households Entered	233	27	6	163	6	61	13
Total Households Exited	228	43	1	158	12	46	5
Successful Housing Outcomes (#) ²	N/A	39	0	11	10	35	134
Successful Housing Outcomes (%) ²	N/A	91%	0%	20%	83%	76%	97%
Average Length of Shelter Stay (Days) ³	N/A	180	10	50	10	291	26
Average Length of Participation (Days) ³							
Housing Stability (Months) ³							
	DEMOGRAPHICS						
	Race/Ethnicity - Black (HoH) ⁴	74%	56%	63%	79%	74%	68%
	Race/Ethnicity - White (HoH) ⁴	9%	22%	19%	7%	11%	14%
	Race/Ethnicity - Multi-racial (HoH) ⁴	11%	11%	4%	7%	8%	12%
	Race/Ethnicity - Hispanic (HoH) ⁴	5%	11%	12%	6%	7%	5%
	Race/Ethnicity - Other (HoH) ⁴	0%	0%	1%	0%	0%	1%
	Gender - Female (HoH) ⁴	93%	67%	61%	67%	76%	64%
	Gender - Male (HoH) ⁴	7%	33%	38%	30%	22%	30%
	Gender - Other (HoH) ⁴	0%	0%	2%	3%	1%	5%
	Self Reported Disability	26%	89%	59%	82%	51%	92%
	Franklin County Residents	93%	100%	93%	85%	90%	97%



The number of transition age youth served increased by 4% (FY23 613) when compared to the same reporting period of the prior fiscal year. The number of youth served by homelessness prevention decreased by 18% (FY23 120), the number of youth served in PSH increased by 21% (FY23 114), and youth in rapid re-housing increased by 36% (FY23 163). The number of youth served in emergency shelters decreased by 6% (FY23 208) and transitional housing increased by 3% (FY23 65). The number of pregnant youth served systemwide decreased by 15% (FY23 66). The rate of Black/African American youth and female youth served system-wide is substantially disproportionate compared to the Franklin County population and to the Franklin County population in poverty. From an outcomes perspective, the homelessness system has no substantial impact on these youth. In addition, the high rate of homeless Black/African American underage and young adult girls shows a system failure that must be addressed with urgency.

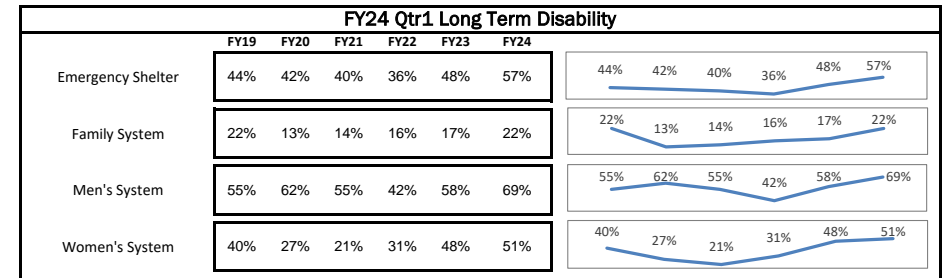
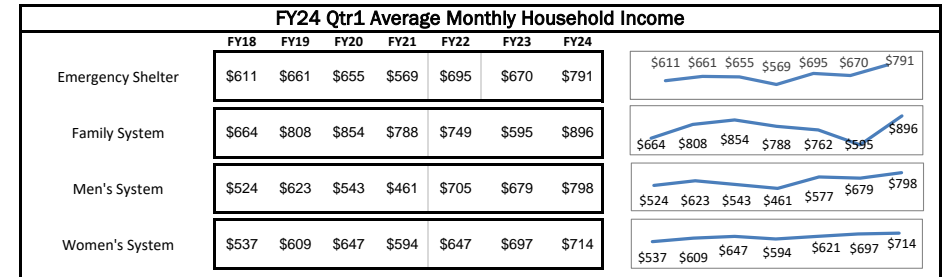
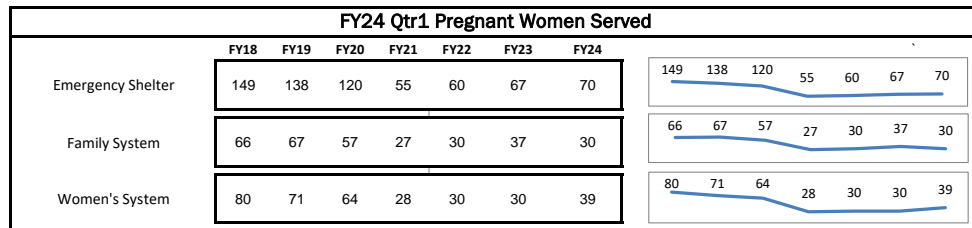
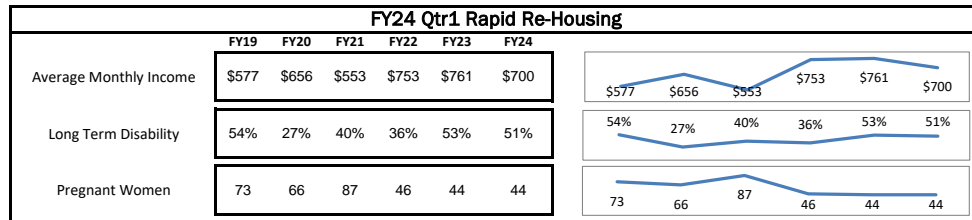
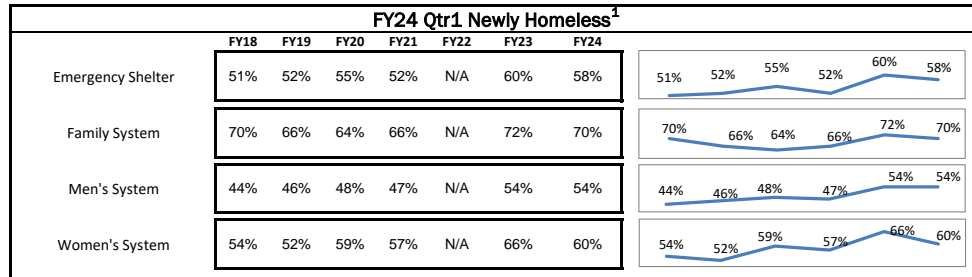
¹ Includes unaccompanied and pregnant/parenting youth where all adult members are between 18 - 24 years of age and unaccompanied/parenting youth under 18.

² Successful outcomes measure for Street Outreach. Unaccompanied youth served by Huckleberry House were excluded from Emergency Shelter successful housing outcomes.

³ Average Length of Shelter Stay (Days) measured for Emergency Shelter. Unaccompanied youth served by Huckleberry House were excluded from Emergency Shelter Average Length of Stay calculation. Average Length of Participation (Days) measured for Street Outreach, PH - Rapid Re-Housing and Homelessness Prevention. Housing Stability (Months) measured for PH - Permanent Supportive Housing and Transitional Housing.

⁴ Due to rounding, percentages do not add up to 100%

Emergency Shelter and Rapid Re-housing Trends Appendix : 7/1/2023 - 9/30/2023



¹ Did not access a homeless program in the past two years. FY22 data not available due to system migration.

² Exited successfully but returned to shelter within 180 days of successful exit.



Community Shelter Board leads a coordinated, community effort to make sure everyone has a place to call home in Columbus and Franklin County, Ohio.

CSB was founded in 1986 on the vision that no one should be homeless in our community, for even one night. As the system leader for the prevention of and response to homelessness in Central Ohio, CSB funds and coordinates care across 17 partner agencies providing outreach, homelessness prevention, emergency shelter, and housing programs to help low-income families and single adults facing homelessness in Franklin County regain housing stability. Over the past 10 years alone, CSB's system of care has housed more than 35,000 people.

CSB is funded by the City of Columbus, the Franklin County Board of Commissioners, the U.S. Department of Housing and Urban Development, the State of Ohio, United Way of Central Ohio, The Columbus Foundation, Nationwide Foundation, American Electric Power Foundation, and many other public and private investors.

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