

LOI Form

Organization Information

A Word version you can use to draft your request is available for download.

The rubric that will be used to score your LOI is available for download.

Project Name*

Please give your proposal a short, descriptive title. This is how your request will appear throughout the PCF grant portal.

Housing Navigation, Community Case Management & Healthcare Navigation Homeless Adults and Children

Amount Requested*

The minimum grant request for this process is \$50,000.

The maximum grant request for this process is \$325,000.

If you request the full \$325,000, your organization should be able to demonstrate a *significant* impact to be made from these funds.

Please be sure that your grant request is proportional to your annual operating budget. If you have any questions about how much funding to request, please contact Jocelyn Howard at jhoward@pinellascf.org.

\$315,900.00

Annual Operating Budget*

Please provide the amount of your annual operating budget, (expenditures only) for your entire organization.

\$6,696,567.00

Grant Start Date*

PCF expects to issue a contract to approved organizations in September 2023. If awarded with a contract issuance date of September 1, 2023, when would your organization begin to spend funds?

10/01/2023

Grant End Date*

PCF expects the grant period to be between 12 and 24 months for this process. Given this range, when would your organization expect to finish expending funds if awarded?

09/30/2024

Mission Statement*

Please write your organization's mission statement below. This should be no longer than one or two sentences.

To provide homeless and very low-income individuals and families, including Veterans, with housing, food, clothing and support services necessary to obtain self-sufficiency and improved quality of life.

Is your organization headquartered in Clearwater?

Why PCF asks this: Given that the City of Clearwater is the funding source for this grant program, PCF may prioritize organizations headquartered in Clearwater or those that have a strong presence in the City.

Yes

Programming Background*

Please describe the program that this grant would support.

Example

Peer Counseling Services Inc. offers after-school support groups for middle schoolers and high schoolers. Below, Peer Counseling Services Inc. would describe what its programming is, how its programming works, and who is served.

Why PCF asks this: PCF wants to learn about what your organization does and how it carries out its mission.

HEP offers low-barrier emergency housing and rapid-rehousing opportunities for individuals and families with children who are experiencing homelessness in Pinellas County. There are a total of 110 beds utilized in HEP's Adult and Family Shelter facility. Through Coordinated Entry System (CES) and Outreach Team referrals, HEP identifies and targets those with the highest service needs in Pinellas County, and offers low-barrier shelter and comprehensive overlay services, including case management, benefits assistance, meal services, workforce development, medical, mental health, substance abuse counseling, healthcare, dental and wellness services. There are no requirements for mandatory programming, sobriety, or compliance with mental health/substance abuse treatment. The average length of stay is 60 days.

This project involves numerous partnerships and collaborations to provide services on-site. These include but are not limited to Baycare and Morton Plant Mease, Advantage Mental Health, PERC, Caring Community Counseling, St. Petersburg College, and Clearwater Free Clinic, to name a few. We also employ a full-time Benefits Specialist available to assist participants in obtaining mainstream benefits to which they are entitled.

Funding will be used to add a full time Housing Navigator, full time Community Case Manager and a full time Community Healthcare Navigator to the program team.

History in Clearwater*

Please describe how long you've been providing services in the City of Clearwater, and the nature of such services.

Why PCF asks this: Given that the City of Clearwater is the funding source for this grant program, PCF may prioritize organizations headquartered in Clearwater or those that have a strong presence in the City.

Located in the North Greenwood area of Clearwater and founded in 1986, HEP is recognized as a leading provider of services to assist adults and children experiencing homelessness in Mid/North Pinellas County. Deeply rooted in our community, HEP's model of care builds on experience and the strengths of our many

community partners who specialize in addressing the root causes of homelessness and empowering those in our care to live life to its full potential. Our services are comprehensive and evidence-based and include the following: medical and mental health crisis intervention and stabilization services, dental and wellness, vision, workforce development, meal services and nutrition, substance abuse treatment and counseling, financial assistance and transportation.

In 2022, when we began to rebound from the COVID-19 Pandemic, HEP housed 686 adults and children, including 315 veterans, 318 seniors, and 103 children. 100 percent of families served secured permanent housing in the community upon discharge. HEP served 105,327 warm, nutritious meals, and 31 percent of homeless adults secured full-time employment after participating in HEP's Workforce Development Program. The HEP Dental and Wellness Clinic provided 6128 dental procedures valued at \$856,673. Behavioral health services, health education and outreach offered in the clinic was valued at \$5,934,420 savings to the healthcare system.

Outcomes*

Define one to two outcomes already being measured by your organization in relation to the programming this grant would support. This is not the outcome of this specific funding, but of the programming itself. **Outcomes are not the number of people you will serve, but how they or their situation will change.**

"Outcomes - are specific, measurable statements that let you know when you have reached your goals. Outcome statements describe specific changes in your knowledge, attitudes, skills, and behaviors you expect to occur as a result of your actions. Good outcome statements are specific, measurable, and realistic."

(W.K. Kellogg Foundation Logic Model Development Guide)

Example

80% of youth involved in peer counseling will show increased emotional intelligence after six months of participation.

Why PCF asks this: PCF considers measurable outcomes to be a cornerstone of effective social service programming. Tracking outcomes allows both an organization and its supporters to know how effective its programming is and helps an organization improve its programming over time.

- 80% of emergency housing guests will secure stable housing
- 80% of participants show increased understanding of the healthcare system and ability to manage their overall wellness

Measurements*

Explain what measurement tools you will use to evaluate the stated outcome(s) above. That is, how will your organization know it is achieving or not achieving the outcome(s) stated above? Stronger requests will use a validated tool or method of data collection.

Example

Peer Counseling Services administers the Schutte Self Report Emotional Intelligence Test before counseling begins, and in six-month intervals thereafter.

Why PCF asks this: PCF would like to know how the outcome(s) you've specified are measured, and if you used a validated tool that has been proven in usage outside your organization. If you've developed your own tool, please describe how it was made.

Housing Stability Tool is used to develop a realistic housing plan for participants based on their income, preferences and needs. It is developed by the case manager and participant and used throughout their stay at HEP.

The Flourishing Scale is a Harvard validated public health tool to assess client's self-perceived success in important life areas and provides an overall measure of wellbeing. (Administered at intake and at follow up intervals post interventions by HEP's wellness team.)

Grant Impact*

How would this grant help your organization and its clients achieve the outcomes stated above? That is, what would you be able to do with this funding that you otherwise could not?

Why PCF asks this: The intention of this grant is to fund organizations providing support for individuals and families in Clearwater with emergency housing and social services needs. How that support happens, and how this grant could help, differs from organization to organization. PCF would like to know specifically how this grant would help your organization and the clients you serve.

A housing navigator would increase successful housing placements. This position will be filled by a housing expert who will help participants find and maintain stable housing.

A community case manager would provide follow up social services once adults and families with children secure stable housing in the community.

A community healthcare navigator provide follow up wellness and healthcare access to adults and families with children once they are stabilized in the community.

These positions will work together to augment current services, thereby reducing recidivism and increasing our ability to track stability rates once participants are discharged from HEP.

Preliminary Budget Narrative*

Please write a brief breakdown of line items showing how your requested funds would be used. You may add context to the expenses if needed (for example, if salaries are requested, state how that position supports the programming described in your proposal). A more detailed, formal budget will be required if your request is moved forward in the funding process.

Small equipment purchases are permitted under this grant provided they are directly tied to service delivery. You may include those purchases in this narrative.

If your organization will be requesting indirect costs, please include this in your narrative. Note that the indirect cost rate for this grant is capped at 5% of the grant.

Why PCF asks this: PCF would like to gain a general understanding of the proposed programming costs for this grant.

Funds will be used to pay the salary and fringe benefits for three new positions in HEP's low-demand Emergency Shelter and Rapid Re-housing Program, which serves adults and families with children who are

experiencing homelessness in Pinellas County. This will fund a full time Community Case Manager whose role will be to case manage the clients in the program, linking them with needed services, and following up with them once they exit the program. The second full time position funded would be a Housing Navigator. This position would work with the community to develop relationships with landlords to provide needed housing for clients when they exit the program. The third position funded is the Health Care Navigator who would link clients to needed health care available in the area and follow up with these clients to ensure their health needs are met. The first year salary and fringe for the three positions total \$148,312 and the second year totals \$155,366.

Equipment for the three positions includes three cell phones, two laptop computers and one desk top computer totaling approximately \$6,153 with ongoing expenses of \$1,308 for year one and \$1,373 for year two.

Staff travel would be for the Community Case Manager and the Housing Navigator local travel estimated at \$1,638 for year one and \$1,750 for year two.

Reduction in Funding*

Due to limited funding, your request amount may not be fully awarded if it is moved forward in the grant process. How would reduced/partial funding impact your proposed program?

Why PCF asks this: The review committee that ultimately recommends proposals for funding may consider partial funding. PCF would like to know upfront what impact this would have on your proposal.

If funding request is partially funded, the positions could be reduced to part time. However, fewer people would be served.

File Attachment Summary

Applicant File Uploads

No files were uploaded