

Before Starting the Project Application

To ensure that the Project Application is completed accurately, ALL project applicants should review the following information BEFORE beginning the application.

Things to Remember:

- Additional training resources can be found on the HUD Exchange at <https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources>.
- Program policy questions and problems related to completing the application in e-snaps may be directed to HUD the HUD Exchange Ask A Question.
- Project applicants are required to have a Data Universal Numbering System (DUNS) number and an active registration in the Central Contractor Registration (CCR)/System for Award Management (SAM) in order to apply for funding under the Fiscal Year (FY) 2018 Continuum of Care (CoC) Program Competition. For more information see FY 2018 CoC Program Competition NOFA.
- To ensure that applications are considered for funding, applicants should read all sections of the FY 2018 CoC Program NOFA and the FY 2018 General Section NOFA.
- Detailed instructions can be found on the left menu within e-snaps. They contain more comprehensive instructions and so should be used in tandem with onscreen text and the hide/show instructions found on each individual screen.
- New projects may only be submitted as either Reallocated or Permanent Supportive Housing Bonus Projects. These funding methods are determined in collaboration with local CoC and it is critical that applicants indicate the correct funding method. Project applicants must communicate with their CoC to make sure that the CoC submissions reflect the same funding method.
- Before completing the project application, all project applicants must complete or update (as applicable) the Project Applicant Profile in e-snaps.
- HUD reserves the right to reduce or reject any new project that fails to adhere to (24 CFR part 578 and application requirements set forth in FY 2018 CoC Program Competition NOFA.

1A. SF-424 Application Type

1. Type of Submission:

2. Type of Application: New Project Application

If Revision, select appropriate letter(s):

If "Other", specify:

3. Date Received: 09/17/2018

4. Applicant Identifier:

5a. Federal Entity Identifier:

6. Date Received by State:

7. State Application Identifier:

1B. SF-424 Legal Applicant

8. Applicant

a. Legal Name: Center Against Sexual and Family Violence

b. Employer/Taxpayer Identification Number (EIN/TIN): 74-1945924

	c. Organizational DUNS:	956326813	PLUS 4:	
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d. Address

Street 1: 580 Giles

Street 2:

City: El Paso

County: El Paso

State: Texas

Country: United States

Zip / Postal Code: 79915

e. Organizational Unit (optional)

Department Name: Center Against Sexual and Family Violence

Division Name:

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

Prefix: Mr.

First Name: Robert

Middle Name:

Last Name: Shamy

Suffix:

Title: Director of Administration

Organizational Affiliation: Center Against Sexual and Family Violence

Telephone Number: (915) 593-1000

Extension: 401
Fax Number: (915) 593-0012
Email: rshamy@casfv.org

1C. SF-424 Application Details

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

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

11. Catalog of Federal Domestic Assistance Title: CoC Program

CFDA Number: 14.267

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

Title: Continuum of Care Homeless Assistance Competition

13. Competition Identification Number:

Title:

1D. SF-424 Congressional District(s)

14. Area(s) affected by the project (state(s) only): Texas
(for multiple selections hold CTRL key)

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

16. Congressional District(s):

a. Applicant: TX-016, TX-023

b. Project: TX-016, TX-023

(for multiple selections hold CTRL key)

17. Proposed Project

a. Start Date: 06/01/2019

b. End Date: 05/31/2020

18. Estimated Funding (\$)

a. Federal:

b. Applicant:

c. State:

d. Local:

e. Other:

f. Program Income:

g. Total:

1E. SF-424 Compliance

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

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

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

If "YES," provide an explanation:

1F. SF-424 Declaration

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

I AGREE:

21. Authorized Representative

Prefix: Ms.

First Name: Stephanie

Middle Name:

Last Name: Karr

Suffix:

Title: Executive Director

Telephone Number: (915) 593-1000
(Format: 123-456-7890)

Fax Number: (915) 593-0012
(Format: 123-456-7890)

Email: skarr@casfv.org

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

Date Signed: 09/17/2018

1G. HUD 2880

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

Applicant/Recipient Information

1. Applicant/Recipient Name, Address, and Phone

Agency Legal Name: Center Against Sexual and Family Violence

Prefix: Ms.

First Name: Stephanie

Middle Name:

Last Name: Karr

Suffix:

Title: Executive Director

Organizational Affiliation: Center Against Sexual and Family Violence

Telephone Number: (915) 593-1000

Extension: 403

Email: skarr@casfv.org

City: El Paso

County: El Paso

State: Texas

Country: United States

Zip/Postal Code: 79915

2. Employer ID Number (EIN): 74-1945924

3. HUD Program: Continuum of Care Program

4. Amount of HUD Assistance Requested/Received: \$42,000.00

(Requested amounts will be automatically entered within applications)

5. State the name and location (street address, City and State) of the project or activity.

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

Part I Threshold Determinations

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

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9. No

Certification

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

I certify that this information is true and complete.

I AGREE:

Name / Title of Authorized Official: Stephanie Karr, Executive Director

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

Date Signed: 09/17/2018

1H. HUD 50070

HUD 50070 Certification for a Drug Free Workplace

Applicant Name: Center Against Sexual and Family Violence

Program/Activity Receiving Federal Grant Funding: CoC Program

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

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

2. Sites for Work Performance.

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

I hereby certify that all the information stated herein, as well as any information provided in

X

the accompaniment herewith, is true and accurate.



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

Authorized Representative

Prefix: Ms.

First Name: Stephanie

Middle Name

Last Name: Karr

Suffix:

Title: Executive Director

Telephone Number: (915) 593-1000
(Format: 123-456-7890)

Fax Number: (915) 593-0012
(Format: 123-456-7890)

Email: skarr@casfv.org

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

Date Signed: 09/17/2018

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

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

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

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

Statement for Loan Guarantees and Loan Insurance

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

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

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

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

X

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

Applicant's Organization: Center Against Sexual and Family Violence

Name / Title of Authorized Official: Stephanie Karr, Executive Director

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

Date Signed: 09/17/2018

1J. SF-LLL

DISCLOSURE OF LOBBYING ACTIVITIES

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

Approved by OMB0348-0046

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

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

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

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

Legal Name: Center Against Sexual and Family Violence

Street 1: 580 Giles

Street 2:

City: El Paso

County: El Paso

State: Texas

Country: United States

Zip / Postal Code: 79915

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

I certify that this information is true and complete.

X

Authorized Representative

Prefix: Ms.

First Name: Stephanie

Middle Name:

Last Name: Karr

Suffix:

Title: Executive Director

Telephone Number: (915) 593-1000
(Format: 123-456-7890)

Fax Number: (915) 593-0012
(Format: 123-456-7890)

Email: skarr@casfv.org

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

Date Signed: 09/17/2018

2A. Project Subrecipients

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

Total Expected Sub-Awards:

Organization	Type	Sub-Award Amount
This list contains no items		

2B. Experience of Applicant, Subrecipient(s), and Other Partners

1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations.

CASFV has been working with victims of domestic violence for over 40 years and added victims of sexual assault to our cadre of case management 6 years ago. CASFV has operated an Emergency Shelter for victims of domestic violence for 38 years. In those 40 years, CASFV provided Rapid Re-Housing for 3 years under a Texas ESGP grant and for 1 year through a City of El Paso CoC grant. CASFV has over 30 years in implementing state and federal grants. CASFV has well-established accounting procedures that meet AICPA requirements for not-for-profit organizations and applicable OMB Circulars. It also has excellent client and service record keeping policies and procedures to ensure that all programmatic grant requirements are met.

CASFV has been working with victims of domestic violence for over 40 years and added victims of sexual assault to our cadre of case management 6 years ago. CASFV has operated an Emergency Shelter for victims of domestic violence for 38 years. In those 40 years, CASFV provided Rapid Re-Housing for 3 years under a Texas ESGP grant and for 1 year through a City of El Paso HHSP grant. CASFV has also operated a CoC funded TH program since 2006, which as of this year has transformed into a Joint Combo TH RRH program. CASFV has over 30 years in implementing state and federal grants. It has excellent client and service record-keeping policies and procedures to ensure that all programmatic grant requirements are met. CASFV has had no findings or concerns, has drawn funds in accordance with recommended schedules, and has met contract goals.

2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local, and private sector funds.

CASFV will utilize private and local funds to leverage against the project. We will utilize in-kind and private donations as a match for the project.

CASFV has vast experience in leveraging funding from a wide variety of sources over the years, i.e. CDBG (1990-2018), ESG state and local (2005-2018), HHSP (2009-2017), United Way (2009-2018). CASFV has also leveraged support from private foundations such as the El Paso Community Foundation, the Hightower Fund, Stern Fund and many more. CASFV also has its own private foundation and its assets are available as need to CASFV programs.

3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and

external coordination and an adequate financial accounting system.

CASFV has 84 employees of which 54 are full time and 40 are part time. CASFV has a management team of 10 directors and associate directors who manage the agency all led by the Executive Director. CASFV also has a board of 24 business and community leaders. CASFV has an annual budget of \$4.2 million made up of local, state and federal dollars and including 30% from private sources. The Center Against Sexual and Family Violence (CASFV) was incorporated in 1977. It has evolved over the past 40 years to become the largest provider of domestic violence and sexual assault services on the US/Mexico border. Its services for survivors of domestic violence or sexual assault include emergency shelter, lodging, advocacy, counseling, therapy, legal assistance, employment assistance, housing assistance, transitional living, and hospital accompaniment.

CASFV has 84 employees of which 54 are full time and 40 are part time. CASFV has a management team of 10 directors and associate directors who manage the agency all led by the Executive Director. CASFV also has a board of 24 business and community leaders. CASFV has an annual budget of \$4.2 million made up of local, state and federal dollars and including 30% from private sources. CASFV has well-established accounting procedures that meet AICPA requirements for not-for-profit organizations and applicable OMB Circulars. It also has excellent client and service record keeping policies and procedures to ensure that all programmatic grant requirements are met.

4a. Are there any unresolved monitoring or audit findings for any HUD grants(including ESG) operated by the applicant or potential subrecipients (if any)? No

3A. Project Detail

1a. CoC Number and Name: TX-603 - El Paso City & County CoC

1b. CoC Collaborative Applicant Name: El Paso Coalition for the Homeless

2. Project Name: Coordinated Entry

3. Project Status: Standard

4. Component Type: SSO

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

6. Is this new project application requesting to transition from eligible renewal project(s) that were awarded to the same recipient and fully eliminated through reallocation in the FY 2018 CoC Program Competition? (Section II.B.2. and Section III.C.3.q. of the FY 2018 NOFA). No

3B. Project Description

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

If awarded this CE Project, CASFV will implement policies, procedures, and practices that will enable the CoC’s Coordinated Entry Project to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking. CASFV has been working with the El Paso Coalition for the Homeless and a membership-based task force since 2013 in designing and operating a Coordinated Entry System. Once funded CASFV will hire a Coordinated Care Liaison who will work closely with the El Paso Continuum of Care Coordinated Assessment Oversight Committee to implement policies, procedures and practices that:

- Equip the CoC to better meet the needs of survivors of domestic violence, dating violence and sexual assault;
 - Meet the specific needs of survivors of domestic violence or sexual assault who are homeless;
 - Develop a model for building a quality assessment process, including screening questions around domestic and sexual violence that do not re-traumatize the individual or family, inform the victim up-front about how the information will be used, and allow them the option to refuse to answer questions or choose not to disclose personal information;
 - Ensure that individuals and families presenting to the homeless and victim services system have full and complete access to the housing and service resources available through both systems;
 - Establish client-driven, trauma-informed and culturally-relevant assessment and screening tools, as well as referral policies and procedures, to ensure that the coordinated entry process addresses the physical and emotional safety, and privacy and confidentiality needs of participants;
- It is imperative that coordinated entry processes be designed to prevent further trauma and to provide households with control over the process and referrals.
- oTrauma-informed practices that are sensitive to the lived experience of all people presenting for services will be incorporated into every aspect of the coordinated entry process.
 - Provide training to all coordinated entry staff on the complex dynamics of domestic violence, privacy and confidentiality, and safety planning, including how to handle emergency situations at an access point(s), whether a physical or virtual location; and
 - Outreach with the different shelters to educate and register clients in need of domestic violence or sexual assault support services.

2. For each primary project location or structure in the project, enter the number of days from the execution of the grant agreement that each of the following milestones will occur as related to CoC Program funds requested in this project application. If a milestone is not applicable, leave the associated fields blank. If the project has only one location or structure, or no structures, complete only column A. If multiple structures, complete one column for each structure.

Note: To expend funds within statutorily required deadlines, project applicants must be able to begin assistance within 12 months of conditional award. The one exception is for applicants who are conditionally awarded sponsor-based and project-based rental assistance. These conditional award recipients will have 24 months to execute a grant agreement; however, HUD encourages all recipients conditionally awarded funds to begin assistance within 12 months. The estimated schedule should reflect these statutorily required deadlines.

Project Milestones	Days from Execution of Grant Agreement	Days from Execution of Grant Agreement	Days from Execution of Grant Agreement	Days from Execution of Grant Agreement
	A	B	C	D
New project staff hired, or other project expenses begin?	30			
Participant enrollment in project begins?	60			
Participants begin to occupy leased units or structure(s), and supportive services begin?	0			
Leased or rental assistance units or structure, and supportive services near 100% capacity?	0			
Closing on purchase of land, structure(s), or execution of structure lease?	0			
Rehabilitation started?	0			
Rehabilitation completed?	0			
New construction started?	0			
New construction completed?	0			

*** 3. Please identify the project's specific population focus.
(Select ALL that apply)**

Chronic Homeless	<input type="checkbox"/>	Domestic Violence	<input checked="" type="checkbox"/>
Veterans	<input type="checkbox"/>	Substance Abuse	<input type="checkbox"/>
Youth (under 25)	<input type="checkbox"/>	Mental Illness	<input type="checkbox"/>
Families	<input type="checkbox"/>	HIV/AIDS	<input type="checkbox"/>
		Other (Click 'Save' to update)	<input type="checkbox"/>

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

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

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

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

El Paso County serves as the Coordinated Entry operator; CASFV will work closely with El Paso County as they develop a county wide advertisement strategy. CASFV will also conduct several outreach strategies. The El Paso CoC's Coordinated Entry process includes both a hotline (the City's 2-1-1 system) as well as multiple access points strategically located across the geographic area. To ensure victims are directed to CASFV's CE process, we will coordinate with the 2-1-1 system, which serves as an entry point to the Coordinated Entry process, to redirect calls for support that involve homeless victims of domestic violence directly to the CASFV Coordinated Care Liaison. Similarly, those presenting at an access point as a victim of domestic or sexual violence will be redirected to the CASFV Coordinated Care Liaison. The CE process will ensure safety and that the victim receives a warm hand-off including a phone call, transportation, or other transition to the Coordinated Care Liaison. Along with the County, CASFV will work with multiple entities, including the El Paso Police Department, hospitals and other institutions to promote throughout the community assuring that those that are victims of domestic violence with the highest barriers are aware of the system. CASFV will also work with existing shelters to ensure that anyone presenting as a victim of domestic violence is immediately referred to, and captured by, the CASFV Coordinated Entry. The project liaison will also check in with all of the local shelters to see if they have any residents who are victims of domestic or sexual violence. Then the liaison will conduct an assessment and make referrals for support services related to their victimization and housing. Finally, CASFV will continue to coordinate with the local CoC and other partners to advise them of the coordinated care project. To promote safety and ensure confidential access to the coordinated entry process along with safe and secure referrals to appropriate housing and services.

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

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

As clients contact the County CA System team, either through the four County facilities or the County CA System Hotline, clients are screened using the VISPDAT tool. After the evaluation is complete, the HMIS-based CA System provides a list of providers which meet the specific needs of the client based on the screening tool. Information on those specific shelters and services, which provide the best fit, are given to the client including contact information and directions to the recommended facility. Since CASFV is not an HMIS participant, the referral will be made via telephone directly to the CASFV Coordinated Care Liaison. The CC Liaison will conduct an additional assessment related to domestic violence and coordinate services.

Upon contacting the CASFV CE System, victims are assessed using the VISPDAT tool, consistent with the assessment tool used by the CoC's CE process. After the evaluation is complete, a list of housing and service resources available throughout the geographic area, for which they are eligible and tailored to their unique circumstances and needs, is presented to the client. Using referral criteria established for the El Paso CoC, based on system design, program capacity, resource limitations, and placement and geography considerations, the client is then referred to the intervention of their choice. Safety of all individuals and families seeking assistance is of utmost concern and protocols will be followed to ensure secure referrals to appropriate housing and services. The CASFV infrastructure includes multiple interventions for housing, including RRH and housing vouchers, as well as emergency shelter and transitional programming when needed. Programming within the CASFV umbrella will be utilized to the extent available to ensure safety of the victim. For referrals to programs outside of the CASFV network, CASFV will work with the El Paso CoC's CE process to ensure that referrals and appropriate warm hand-offs are accomplished.

4f. If the coordinated entry process includes differences in the access, entry, assessment, or referral for certain populations, are those differences limited only to the following five groups: Chronically Homeless, Individuals, Families, Youth, and Persons At Risk of Homelessness? No

3C. Project Expansion Information

1. Will the project use an existing homeless facility or incorporate activities provided by an existing project? No

6A. Funding Request

1. Will it be feasible for the project to be under grant agreement by September 30, 2020? Yes

2. What type of CoC funding is this project applying for in the 2018 CoC Competition? DV Bonus

Only RRH, SSO and JOINT component types can apply for this funding

3. Does this project propose to allocate funds according to an indirect cost rate? No

4. Select a grant term: 1 Year

*** 5. Select the costs for which funding is being requested:**

Supportive Services

6F. Supportive Services Budget

Instructions:

Enter the quantity and total budget request for each supportive services cost. The request entered should be equivalent to the cost of one year of the relevant supportive service.

Eligible Costs: The system populates a list of eligible supportive services for which funds can be requested. The costs listed are the only costs allowed under 24 CFR 578.53.

Quantity AND Description: This is a required field. A quantity AND description must be entered for each requested cost. Enter the quantity in detail (e.g. 1 FTE Case Manager Salary + benefits, or child care for 15 children) for each supportive service activity for which funding is being requested. Please note that simply stating "1FTE" is NOT providing "Quantity AND Detail" and limits HUD's understanding of what is being requested. Failure to enter adequate 'Quantity AND Detail' may result in conditions being placed on an award and a delay of grant funding.

Annual Assistance Requested: This is a required field. For each grant year, enter the amount of funds requested for each activity. The amount entered must only be the amount that is DIRECTLY related to providing supportive services to homeless participants.

Total Annual Assistance Requested: This field is automatically calculated based on the sum of the annual assistance requests entered for each activity.

Grant Term: This field is populated based on the grant term selected on Screen "6A. Funding Request" and will be read only.

Total Request for Grant Term: This field is automatically calculated based on the total amount requested for each eligible cost multiplied by the grant term.

All total fields will be calculated once the required field has been completed and saved.

Additional Resources can be found at the HUD Exchange:
<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources>

A quantity AND description must be entered for each requested cost.

Eligible Costs	Quantity AND Description (max 400 characters)	Annual Assistance Requested
1. Assessment of Service Needs		
2. Assistance with Moving Costs		
3. Case Management	Coordinated Care Liaison salary and benefits	\$37,584
4. Child Care		
5. Education Services		
6. Employment Assistance		
7. Food		
8. Housing/Counseling Services		
9. Legal Services		
10. Life Skills		
11. Mental Health Services		
12. Outpatient Health Services		
13. Outreach Services		

14. Substance Abuse Treatment Services		
15. Transportation	Mileage for CC Liaison to travel to EP County and emergency shelters to conduct case management and assessments. Cost \$.45 a mile x 75 miles a week x 52 weeks. Plus, \$652 in bus tokens for clients to access DV services	\$2,427
16. Utility Deposits		
17. Operating Costs		
Total Annual Assistance Requested		\$40,011
Grant Term		1 Year
Total Request for Grant Term		\$40,011

Click the 'Save' button to automatically calculate totals.

6I. Sources of Match

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

Summary for Match

Total Value of Cash Commitments:	\$0
Total Value of In-Kind Commitments:	\$10,500
Total Value of All Commitments:	\$10,500

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

Before grant execution, services to be provided by a third party must be documented by a memorandum of understanding (MOU) between the recipient or subrecipient and the third party that will provide the services.

Match	Type	Source	Contributor	Date of Commitment	Value of Commitments
Yes	In-Kind	Private	Cost of CASFV off...	09/18/2018	\$10,500

Sources of Match Detail

- 1. Will this commitment be used towards match ?** Yes
- 2. Type of commitment:** In-Kind
- 3. Type of source:** Private
- 4. Name the source of the commitment:** Cost of CASFV office space, phone, supervision
(Be as specific as possible and include the office or grant program as applicable) Liaison and data entry clerk support for the CE Homeless
- 5. Date of Written Commitment:** 09/18/2018
- 6. Value of Written Commitment:** \$10,500

Before grant execution, services to be provided by a third party must be documented by a memorandum of understanding (MOU) between the recipient or subrecipient and the third party that will provide the services.

6J. Summary Budget

The following information summarizes the funding request for the total term of the project. However, administrative costs can be entered in 8. Admin field below.

Eligible Costs	Annual Assistance Requested (Applicant)	Grant Term (Applicant)	Total Assistance Requested for Grant Term (Applicant)
1a. Acquisition			\$0
1b. Rehabilitation			\$0
1c. New Construction			\$0
2a. Leased Units	\$0	1 Year	\$0
2b. Leased Structures	\$0	1 Year	\$0
3. Rental Assistance	\$0	1 Year	\$0
4. Supportive Services	\$40,011	1 Year	\$40,011
5. Operating	\$0	1 Year	\$0
6. HMIS	\$0	1 Year	\$0
7. Sub-total Costs Requested			\$40,011
8. Admin (Up to 10%)			\$1,989
9. Total Assistance Plus Admin Requested			\$42,000
10. Cash Match			\$0
11. In-Kind Match			\$10,500
12. Total Match			\$10,500
13. Total Budget			\$52,500

Click the 'Save' button to automatically calculate totals.

7A. Attachment(s)

Document Type	Required?	Document Description	Date Attached
1) Subrecipient Nonprofit Documentation	No		
2) Other Attachment(s)	No		
3) Other Attachment(s)	No		

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

7A. In-Kind MOU Attachment

Document Type	Required?	Document Description	Date Attached
In-Kind Match MOU	No		

Attachment Details

Document Description:

7D. Certification

A. For all projects:

Fair Housing and Equal Opportunity

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

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

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

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

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

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

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

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

If persons of any particular race, color, religion, sex, age, national origin, familial status, or disability who may qualify for assistance are unlikely to be reached, it will establish additional procedures to ensure that interested persons can obtain information concerning the assistance.

It will comply with the reasonable modification and accommodation requirements and, as appropriate, the accessibility requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973, as amended.

Additional for Rental Assistance Projects:

If applicant has established a preference for targeted populations of disabled persons pursuant to 24 CFR part 578 or 24 CFR 582.330(a), it will comply with this section's nondiscrimination requirements within the designated population.

B. For non-Rental Assistance Projects Only.

15-Year Operation Rule.

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

1-Year Operation Rule.

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

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

Name of Authorized Certifying Official: Stephanie Karr

Date: 09/17/2018

Title: Executive Director

Applicant Organization: Center Against Sexual and Family Violence

PHA Number (For PHA Applicants Only):

I certify that I have been duly authorized by the applicant to submit this Applicant Certification and to ensure compliance. I am aware that any false, fictitious, or fraudulent

X

**statements or claims may subject me to
criminal, civil, or administrative penalties .
(U.S. Code, Title 218, Section 1001).**

8B. Submission Summary

Applicant must click the submit button once all forms have a status of Complete.

Applicant must click the submit button once all forms have a status of Complete.

Page	Last Updated
1A. SF-424 Application Type	No Input Required
1B. SF-424 Legal Applicant	No Input Required
1C. SF-424 Application Details	No Input Required

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1D. SF-424 Congressional District(s)	09/10/2018
1E. SF-424 Compliance	08/30/2018
1F. SF-424 Declaration	08/30/2018
1G. HUD 2880	08/30/2018
1H. HUD 50070	08/30/2018
1I. Cert. Lobbying	08/30/2018
1J. SF-LLL	08/30/2018
2A. Subrecipients	No Input Required
2B. Experience	09/10/2018
3A. Project Detail	08/30/2018
3B. Description	09/10/2018
3C. Expansion	08/30/2018
6A. Funding Request	08/30/2018
6F. Supp Srvcs Budget	09/05/2018
6I. Match	09/10/2018
6J. Summary Budget	No Input Required
7A. Attachment(s)	No Input Required
7A. In-Kind MOU Attachment	No Input Required
7D. Certification	09/05/2018