



Application Guidelines

Provided with Notice of Funding Availability

Program administered by

DELAWARE STATE HOUSING AUTHORITY
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<http://www.destatehousing.com>



May 2026

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If you need language assistance to understand this document and/or any other DSHA housing assistance program, please call 302-574-3656.

Si usted necesita asistencia en español para entender este documento, o algún otro programa de asistencia de vivienda de DSHA, por favor llame al 302-574-3656.

Introduction

A. Funding Partnership

The Delaware State Housing Authority (DSHA) and the Federal Home Loan Bank of Pittsburgh (FHLBank) have established a partnership to provide grants to selected nonprofit organizations to support initiatives in Delaware that lead to stable housing for individuals and families who are homeless or determined to be at-risk of homelessness. The name of this collaborative grant program is **Home4Good**.

B. Collaboration of Funding

DSHA and FHLBank have contributed a combined total of \$1.23 million to the Home4Good program:

- \$500,000 from DSHA; and
- \$730,000 from FHLBank.

C. Background Information

The [Delaware Continuum of Care](#) (CoC) is a membership body of organizations and individuals working to address homelessness in Delaware. It is a community-based collaborative that ensures a responsive, fair, and just approach to addressing homelessness, and strives to achieve housing for all. Service providers, state and local agencies, and grassroots organizations are all represented on the CoC. The full membership meets quarterly and elects a Board of Directors to manage the CoC. It governs on behalf of the Delaware CoC; leads the process by which the CoC sets strategic goals and priorities to address homelessness statewide; and ensures the administrative structure to accomplish its work.

DSHA worked to develop an Action Plan. This Plan identifies shared priorities and strategies to organize the CoC's work to end homelessness in Delaware. The priorities and criteria for Home4Good funding are informed by, and in support of, this Action Plan.

Housing Alliance Delaware (Housing Alliance DE) is the lead agency responsible for the local administration of Delaware's Homeless Management Information System (HMIS), known as Community Management Information System (CMIS). CMIS data is an integral tool in the CoC's effort to end homelessness in Delaware.

Application Submission Deadline and Important Dates

- **May 12, 2026** Home4Good2026 funding round opens.
- **May 14, 2026** Virtual Home4Good Stakeholder meeting
- **May 20, 2026** Technical Assistance Mandatory Meeting Day for New Rapid Re-Housing, New Homelessness Diversion, New Homelessness Prevention, New Re-Entry and **May 21, 2026** **New Innovation Applicants Only**
- **June 25, 2026** Home4Good applications due to DSHA by **4:00 p.m.** *
- **July 23, 2026** Ranking Committee reviews, scores and ranks applications.
- **September 30, 2026** Member Support Forms due to FHLB.
- **December 2026** DSHA and FHLB announce funding awards.

* Applications received after the posted deadline will be considered ineligible for funding.

Funding Availability and Eligible Activities

A. Established Funding Set-Asides

- | | |
|------------------------------------|-----------------|
| ➤ Homelessness Prevention | up to \$300,000 |
| ➤ Rapid Re-Housing (Kent & Sussex) | up to \$200,000 |
| ➤ Re-Entry | up to \$200,000 |
| ➤ Street Outreach | up to \$155,000 |
| ➤ Innovation | up to \$375,000 |

NOTE: There is no limit in the amount of funding requests; however, approved funding amounts may be different than the funding request depending on the total number of applications approved for funding, and an applicant's past performance history. Notwithstanding the foregoing, FHLBank and DSHA reserve the right to redistribute the allocations so that the total amount of awards will not exceed \$1,230,000.

B. Eligible Program Activities

1. Homelessness Prevention

Homelessness prevention assistance aims to help participants quickly achieve stability by providing them with rental assistance to keep their current housing, helping them identify and obtain new accommodations, and, if necessary, connecting them with services and financial assistance to help them return to permanent housing. To be eligible, individuals must be at imminent risk of homelessness, classified as homeless under other federal statutes, fleeing or attempting to flee domestic violence, or meet the criteria for being at risk of homelessness.

2. Rapid Re-Housing

Programs that assist households that meet the definition of "literally homeless" to solve the challenges of obtaining permanent housing in a rapid manner. Individuals and families are referred to Rapid Re-Housing provider agencies by Delaware's Centralized Intake system or a third-party agency.

3. Re-Entry

Re-Entry programs provide services that target individuals exiting correctional institutions by means of short-term direct client assistance for very low and low-income households. Eligible program participants are provided with case management services to assist with overcoming housing barriers, such as helping them identify immediate alternate housing arrangements and connecting them with services and financial assistance to help them return to permanent housing after incarceration.

4. Difference between Homelessness Prevention, Rapid Re-Housing, and Re-Entry

The main difference between Homelessness Prevention, Rapid Re-Housing, and Re-Entry programs is the point at which the intervention occurs as outlined below:

Activity	Current Housing Situation
Homelessness Prevention	At imminent risk of <u>losing</u> current housing and becoming homeless
Rapid Re-Housing	Literally homeless
Re-Entry	Exiting incarceration and at the “front door” of the shelter system seeking shelter or housing stability

5. Street Outreach

Street Outreach services are provided to those experiencing unsheltered homelessness, often in locations such as streets, parks, abandoned buildings, bus stations, campgrounds, and other similar settings. The aim of street outreach is to support the essential services and case management of people experiencing unsheltered homelessness and connect them to housing and supportive services.

6. Innovation

Programs that provide innovative solutions in addressing homelessness by making the delivery of services more efficient or effective, specifically:

- General Innovation
- HIV/AIDS Strategic Planning, and
- Shelter Connect Program

Overview of Eligible Applicants by Activity

Who is eligible to apply?

Activity	Eligible Applicants
Homelessness Prevention	501(c)(3) nonprofit organizations <u>currently</u> operating Homelessness Prevention programs with the assistance of Home4Good grant funding or other funding sources.
Rapid Re-Housing	501(c)(3) nonprofit organizations <u>currently</u> operating Rapid Re-Housing programs in Kent & Sussex Counties, with the assistance of Home4Good grant funding or other funding sources.
Re-Entry	501(c)(3) nonprofit organizations experienced with administering state and/or federal sources that provide direct client assistance through short-term rental assistance, utility, and security deposits for people exiting correctional institutions within twelve months post-release.
Street Outreach	501(c)(3) nonprofit organizations experienced with administering state and/or federal sources that provide street outreach services and crisis intervention for the immediate needs of the homeless in unsheltered locations.
Innovation	<p><u>General Innovation:</u> 501(c)(3) nonprofit organizations seeking to advance the COC Action Plan.</p> <p><u>HIV/AIDS Strategic Planning:</u> 501(c)(3) nonprofit organizations experienced with administering state and/or federal sources that provide case management and coordination of services to low-income individuals and families living with HIV/AIDS.</p> <p><u>Shelter Connect:</u> 501(c)(3) nonprofit organizations experienced with administering state and/or federal sources that provide emergency shelter access to street outreach providers. Experience with case management, and crisis intervention to address the immediate needs of the homeless statewide.</p>

Homelessness Prevention

The purpose of the Home4Good Homelessness Prevention grant is to support programs that assist individuals and families that are facing a financial crisis and are at imminent risk of losing their current housing and becoming homeless. All programs that were formerly applicable under Home4Good Diversion now qualify for Prevention support.

Eligible Applicants

- 501(c)(3) nonprofit organizations currently operating Homelessness Prevention programs with the assistance of Home4Good grant funding or other funding sources.
- Applicants not previously funded by H4G for Prevention activities are **required** to schedule a technical assistance meeting with DSHA prior to applying to discuss proposed program and eligibility.

Eligible Uses

Homelessness Prevention grant funds may be utilized as follows:

- Up to **20%** of the grant may be used for **program delivery**; and
- At least **80%** of the grant must be used for **direct-client assistance**.

Use	Definition
Program Delivery	<ul style="list-style-type: none">• Case Management Salaries/Benefits*• Indirect Administration Costs
Direct-Client Assistance**	<ul style="list-style-type: none">• Rental Assistance• Financial Assistance

**Only case management salaries/benefits associated with serving Home4Good clients are considered eligible.*

*** Please refer to the Home4Good Manual for a detailed description of all eligible expenses under Direct-Client Assistance*

General Information and Requirements

- The term for all Homelessness Prevention grants is **one** (1) year.
- To be considered eligible, Homelessness Prevention programs must be **distinct and separate** from other programs of the nonprofit applicant.
- Applicants must be able to demonstrate the ability to fund a dollar-for-dollar match of the Home4Good request amount.
- Applicants must be able to demonstrate that there is at least one (1) full-time case manager on staff whose time is dedicated to providing case management services for Homelessness Prevention clients.
- All direct-client assistance must be paid directly to the landlord, or utility company on behalf of the client. Any assistance paid directly to the client will not qualify as a reimbursement expense. Mortgage-related client expenses are not eligible.
- Prevention clients may receive assistance up to a 3-month period.
- Household income of individuals or families assisted by Home4Good Homelessness Prevention funding may not exceed 80% of the Area Median Income.
- Applicants are required to register with Housing Alliance DE and report in CMIS on households served.
- Applicants are required to propose a targeted geographic area; however, DSHA will make the final

determination as to which county or counties a Subgrantee may target with Home4Good funding.

Rapid Re-Housing

The purpose of the Home4Good Rapid Re-Housing program is to support and assist households that are literally homeless with Housing Identification, Financial and Rental Assistance for Rent and Move-In expenses and provide Case Management Supportive Services (the three core components of a Rapid Re-Housing program) to help them return to permanent housing. Households are referred to Rapid Re-Housing provider agencies. Rapid Re-Housing awards will only be awarded to organizations in Kent and Sussex Counties.

Eligible Applicants

- 501(c)(3) nonprofit organizations currently operating Rapid Re-Housing programs in Kent and Sussex Counties with the assistance of Home4Good grant funding or other funding sources.
- Applicants not previously funded by H4G for Rapid Re-Housing activities are **required** to schedule a technical assistance meeting with DSHA prior to applying to discuss proposed program and eligibility.

Eligible Uses

Rapid Re-Housing grant funds may be utilized as follows:

- Up to **20%** of the grant may be used for **program delivery**;
- At least **80%** of the grant must be used for **direct-client assistance**.

Use	Definition
Program Delivery	<ul style="list-style-type: none">• Case Management Salaries/Benefits*• Indirect Administration Costs
Direct-Client Assistance**	<ul style="list-style-type: none">• Rental Assistance• Financial Assistance

**Only case management salaries/benefits associated with serving Home4Good clients are considered eligible.*

*** Please refer to the Home4Good Manual for a detailed description of all eligible expenses under Direct-Client Assistance*

General Information and Requirements

- The term for all Rapid Re-Housing grants is one (1) year.
- To be considered eligible, Rapid Re-Housing programs must be **distinct and separate** from other programs of the nonprofit applicant.
- Applicants for the Rapid Re-Housing Program must be able to demonstrate the ability to fund a dollar-for-dollar match of the Home4Good request amount.
- Applicants must be able to demonstrate that there is at least one (1) full-time case manager on staff whose time is dedicated to providing case management services for Rapid Re-Housing clients. Additionally, applicants are required to document contact with Rapid Re-Housing clients at least once every thirty (30) days.
- All direct-client assistance must be paid directly to the landlord or utility company on behalf of the client. Any assistance paid directly to the client will not qualify as a reimbursement expense.
- Rapid Re-Housing clients may receive assistance up to a 24-month period. Existing and qualified

clients may return for additional assistance if they become unstable within a 24-month period of their move-in date. The return to the program must be well documented and case notes must be available for review.

- Household income of individuals or families assisted by Home4Good Rapid Re-Housing funding may not exceed 80% of the Area Median Income.
- Applicants are required to register with Housing Alliance DE and report in CMIS on households served.
- Applicants are required to propose a targeted geographic area; however, DSHA will make the final determination as to which county or counties a Subgrantee may target with Home4Good funding.

Re-Entry

The purpose of the Home4Good Re-Entry services is to target individuals exiting correctional institutions by providing direct client assistance through short-term assistance programs. Services for eligible program participants are provided case management services to assist with overcoming housing barriers.

Activities include providing guidance, connecting to resources, and assisting to identify housing options to formerly incarcerated people.

Eligible Applicants

- 501(c)(3) nonprofit organizations currently operating Homelessness Re-Entry programs with the assistance of Home4Good grant funding or other funding sources.
- Applicants not previously funded by H4G for Re-Entry activities are required to schedule a technical assistance meeting with DSHA prior to applying to discuss proposed program and eligibility.

Eligible Uses

Re-Entry grant funds may be utilized as follows:

- Up to **20%** of the grant may be used for **program delivery**; and
- At least **80%** of the grant must be used for **direct-client assistance**.

Use	Definition
Program Delivery	<ul style="list-style-type: none"> • Case Management Salaries/Benefits* • Indirect Administration Costs
Direct-Client Assistance**	<ul style="list-style-type: none"> • Rental Assistance • Financial Assistance

**Only case management salaries/benefits associated with serving Home4Good clients are considered eligible.*

*** Please refer to the Home4Good Manual for a detailed description of all eligible expenses under Direct-Client Assistance*

General Information and Requirements

- The term for all Re-Entry grants is **one** (1) year.
- To be considered eligible, the Re-Entry program must be **distinct and separate** from other programs of the nonprofit applicant.
- Applicants must be able to demonstrate the ability to fund a dollar-for-dollar match of the Home4Good request amount.

- Applicants must be able to demonstrate that there is at least one (1) full-time case manager on staff whose time is dedicated to providing case management services for Re-Entry clients. Additionally, applicants are required to contact Re-Entry clients at least once every thirty (30) days.
- All direct-client assistance must be paid directly to the landlord, or utility company on behalf of the client. Any assistance paid directly to the client will not qualify as a reimbursement expense.
- Re-Entry clients may receive assistance up to a 3-month period.
- Documentation of release or discharge from incarceration is required.
- Re-Entry clients are eligible up to 12 months post release.
- Household income of individuals or families assisted by Home4Good Re-Entry funding may not exceed 80% of the Area Median Income.
- Applicants are required to register with Housing Alliance DE and report in CMIS on households served.
- Applicants are required to propose a targeted geographic area; however, DSHA will make the final determination as to which county or counties a Subgrantee may target with Home4Good funding.

Street Outreach Applicants

The intention of Street Outreach services is to support individuals and families living unsheltered, meaning those who qualify under the definition of Literally Homeless. This includes providing emergency services for eligible program participants who may be found on the streets or in parks, abandoned buildings, bus stations, campgrounds, and/or in other such settings where people are living unsheltered.

Eligible Applicants

- 501(c)(3) nonprofit organizations experienced with administering state and/or federal sources that provide street outreach services and crisis intervention for the immediate needs of the homeless in unsheltered locations.
- Applicants not previously funded by H4G for Street Outreach activities are required to schedule a technical assistance meeting with DSHA prior to applying to discuss proposed program and eligibility.

Eligible Uses

Grant funds may be utilized as follows:

- Up to **100%** may be used for program-related salaries; and
- Applicants may choose to use up to 10% of grant funding for indirect costs such as rent, insurance, postage, etc.
- *For programs that wish to provide Direct Client Assistance, please contact DSHA for funding breakdown options*

Activities may include locating, identifying, and building relationships with people living unsheltered for the purpose of providing immediate support, intervention, and connections with homeless assistance programs and/or mainstream services and housing programs.

- Applicants must provide DSHA with a clear plan of implementation for their Street Outreach program, which needs to include, but is not limited to:
 - Service Plan strategy;
 - Staffing plan;

- Timeline for implementation and launch;
- Targeted geographic area; and
- Populations to be served.
- Applicants will be required to provide quarterly outcomes to DSHA that include, but are not limited to:
 - Strategy results;
 - Newly established partnerships and current partnerships utilizing program;
 - Populations served;
 - Program development; and
 - Geographic area served.

General Information and Requirements

- The term for Street Outreach grants is **one** (1) year.
- Applicants must be able to demonstrate adequate staffing capacity to successfully implement and operate proposed program.
- To be considered eligible, the Street Outreach program must be **distinct and separate** from other programs of the nonprofit applicant.
- Applicants must be able to demonstrate the ability to fund a dollar-for-dollar match of the Home4Good request amount.
- If applicable, household income of individuals or families assisted by Home4Good funding may **not exceed 80%** of the Area Median Income.
- Applicants are required to register with Housing Alliance DE and report in CMIS on households served.
- Applicants are required to propose a targeted geographic area; however, DSHA will make the final determination as to which county or counties a Subgrantee may target with Home4Good funds.

Innovation Applicants

The purpose of Home4Good Innovation grant is to support programs that provide innovative solutions in addressing homelessness making the delivery of services more efficient or effective.

Eligible Applicants

- 501(c)(3) nonprofit organizations experienced with administering state and/or federal sources that provide innovative solutions to address homelessness or are seeking to advance the CoC Action Plan.
- Applicants not previously funded by H4G for Innovation activities are required to schedule a technical assistance meeting with DSHA prior to applying to discuss proposed program and eligibility.

Eligible Uses

DSHA is seeking applications for the following uses; however, applicants with other innovative solutions that address homelessness may request a technical assistance meeting to discuss their proposed program and eligibility. The following sub-categories are offered under the Innovation category:

- General Innovation
- HIV/AIDS Strategic Planning
- Shelter Connect

General Innovation

In accordance with the Delaware Continuum of Care Action Plan, Home4Good aims to support unique programs that offer innovative solutions in addressing homelessness. Often, this results in support for programs that demonstrate new program approaches or innovative methods of making the delivery of services more efficient, accessible, or effective.

Eligible Applicants

- 501(c)(3) nonprofit organizations experienced with administering state and/or federal sources that provide innovative solutions to address homelessness.
- *For programs that wish to provide Direct Client Assistance, please contact DSHA for funding breakdown planning*

Eligible Uses

- General Innovation funds may be utilized in various ways, depending on the nature of the proposed program. DSHA supports prioritization of direct client assistance, however breakdowns of grant funding may differ based on the needs of the applicant's program.
- Applicants may consider the following points when applying under Home4Good Innovation:
 - Increased accessibility to affordable housing;
 - Reduction in the length of homelessness;
 - Reduction in returns to homelessness;
 - Reduction in first-time homelessness;
 - Reduction in recidivism rates;
 - Increasing access/coverage (thoroughness in reaching persons who are homeless);
 - Overall reduction in number of persons who experience homelessness;
 - Increasing job and income growth for persons who are homeless;
 - Increasing household stabilization; and
 - Other goals and objectives of your program.

HIV/AIDS Strategic Planning

These services under the HIV/AIDS Strategic Planning sub-category target individuals and families who are living with HIV/AIDS. Services are for eligible program participants who are medically diagnosed with HIV/AIDS and have an income at or below 80 percent of the area median income.

Eligible Applicants

- 501(c)(3) nonprofit organizations experienced with administering state and/or federal sources that provide case management and coordination of services to low-income individuals and families living with HIV/AIDS.

Eligible Uses

- Up to **100%** may be used for program-related salaries; and
- Applicants may choose to use up to 10% of grant funding for indirect costs such as rent, insurance, postage, etc.
- *For programs that wish to provide Direct Client Assistance, please contact DSHA for funding breakdown planning*

General Information and Requirements

- Activities should coordinate and deliver support services, alongside eliminating housing barriers to access and maintaining housing assistance. Programs should develop client-centered practices as a standard, similar to HOPWA program planning and operations.

- Applicants must provide DSHA with a clear plan of implementation for the proposed HIV/AIDS Strategy Assistance program, which needs to include, but is not limited to:
 - Service Plan strategy;
 - Staffing plan;
 - Timeline for implementation and launch;
 - Targeted geographic area; and
 - Populations to be served.
- Applicants will be required to provide quarterly outcomes to DSHA that include, but are not limited to:
 - Strategy results;
 - Newly established partnerships and current partnerships utilizing program;
 - Populations served;
 - Program development; and
 - Geographic area served

Shelter Connect Program

Shelter Connect is designed to support services that connect individuals and families experiencing unsheltered homelessness to emergency shelter resources, while offering case management and supportive pathways that lead to housing stability.

Eligible Applicants

- 501(c)(3) nonprofit organizations experienced with administering state and/or federal sources that provide emergency shelter access, essential social services, case management, and crisis intervention to address the immediate needs of the homeless in the State of Delaware.
- The term Emergency Shelter means “any facility with overnight sleeping accommodations, the primary purpose of which is to provide emergency services for the homeless in general or for specific populations of the homeless and which does not require occupants to sign leases or occupancy agreements”.

Eligible Uses

Shelter Connect funds may be utilized as follows:

- Up to **100%** may be used for program-related salaries and/or shelter operational costs.

Under Shelter Connect, the Emergency Shelter along with their Street Outreach provider will work in partnership to guide and assist with referrals and coordinated services within the program's capabilities. Shelter Connect Program activities aim to streamline the process for unsheltered individuals and families seeking shelter services with goals to:

- Increase shelter bed utilization
- Improve client stability and self-sufficiency
- Reduce barriers to homelessness, and
- Foster collaboration among service providers to ensure a comprehensive approach to address homelessness.

General Information and Requirements

- Emergency Shelters in the Shelter Connect Program will be required to:
 - Be staffed 24 hours, 7 days a week, throughout the year;
 - Sign a MOU with a Street Outreach (SO) provider of their choice;
 - Provide a minimum of 20% bed access to SO providers;

- Incorporate a Person-Centered assessment;
- Provide Crisis Intervention;
- Provide Case Management and Supportive Pathways;
- Provide documented referrals to critical services;
- Report in CMIS on households served, (with the exception of Victim Service Providers).
- Applicants must provide DSHA with a clear plan of implementation for the proposed Shelter Connect Program, which needs to include, but is not limited to:
 - Service Plan strategy;
 - Staffing plan;
 - MOU with Street Outreach provider
 - Timeline for implementation and launch;
 - Targeted geographic area; and
 - Populations to be served.
- Applicants will be required to provide quarterly outcomes to DSHA that include, but are not limited to:
 - Strategy results;
 - Newly established partnerships and current partnerships utilizing program;
 - Populations served;
 - Program development; and
 - Geographic area served.

General Information and Requirements

- The term for all Innovation grants is **one** (1) year.
- Applicants must be able to demonstrate adequate staffing capacity to successfully implement and operate proposed program.
- To be considered eligible, Innovation program must be **distinct and separate** from other programs of the nonprofit applicant.
- Applicants must be able to demonstrate the ability to fund a dollar-for-dollar match of the Home4Good request amount.
- If applicable, household income of individuals or families assisted by Home4Good funding may **not exceed 80%** of the Area Median Income.
- Applicants are required to register with Housing Alliance DE and report in CMIS on households served.
- Applicants are required to propose a targeted geographic area; however, DSHA will make the final determination as to which county or counties a Subgrantee may target with Home4Good funds.

FHLBank Pittsburgh Member Support Requirement

FHLBank will provide the opportunity for its Member Financial Institutions to offer support to Home4Good applications. FHLBank will coordinate and collect Member Support Forms on behalf of applicants. Applicants have no responsibilities to reach out to FHLBank members unless otherwise requested.

Application Documentation and Submission Process

Application Documentation

The following application documents may be accessed at the [DSHA website](#):

- Home4Good NOFA;
- Home4Good Application Guidelines; and
- Home4Good Grant Application and submission instructions.

Application Submission Process

The Home4Good application submission process is a paperless process. Applicants are required to submit their applications via e-mail to DSHA_comdev@delaware.gov. Detailed submission instructions can be found on the cover page of the application.

Ranking and Scoring

Review and Ranking Process

- DSHA will review and evaluate all completed and eligible applications for conformity to DSHA's guidelines and procedures. **Applications that do not meet minimum threshold requirements will not be scored.** Applications that do not meet a minimum score of 70, will not be considered for funding.
- Approximately thirty (30) days from the application deadline, an internal committee comprised of DSHA staff will review, evaluate, and rank all eligible applications. A list of the top-ranked applications along with recommended funding amounts will be forwarded to DSHA's Director and FHLBank Pittsburgh's Senior Director for final approval.
- The final allocation of awards is determined with regard to the average score of each application by review committee members, the number of qualified applicants, and the average amount of funding requested.
- Eligible applications will be scored and ranked based on the criteria detailed in the Scoring Categories listed below.

Scoring Categories

Applicants are responsible for determining and providing sufficient support documentation in the form of application exhibits. Application exhibit requirements can be found in the Home4Good Grant Application (Section 15). The information provided by applicants will be reviewed, scored, and ranked as follows:

1. Organizational Information

Maximum Score: 15 points

Related Application Exhibit: A

- IRS documentation demonstrating Section 501(c)(3) status.
- List of Board officers, including name, city and state of residence, occupation, and email address.
- Board resolution demonstrating approval to apply for the grant.
- Describe your organization's experience with the successful administration of *housing or similar-type programs* that serve low- and very low- income persons.
- Please provide at least two letters of support from partnering or collaborating organizations.

2. Demonstrated Need

Maximum Score: 15 points

Related Application Exhibit: B

- Please describe the current challenges faced by the proposed program's target communities. Please include, but not limited to:
 - Local data supporting the need for services
 - Other statistical data
 - Testimonial experience with serving the unhoused or at-risk populations in Delaware

3. Program Description

Maximum Score: 25 points

Related Application Exhibit: C

- Describe how the proposed or existing program operates **in detail**. The description should include services provided to clients from entry to exit of the program.
 - Please describe the intake procedures for client entry. What methods are used to determine household income and eligibility at assessment?
 - How will you engage clients in defining priorities? Describe how direct-client assistance is determined, including what types of client assistance are needed.
 - Describe the supporting documentation kept on file.
 - Describe case management services provided and how the program's services empower clients and stabilize their housing situation.
- Describe how the program is distinct and separate from other programs operated by the applicant.

4. Program Budget

Maximum Score: 20 points

Related Application Exhibit: D

- Describe your organization's financial control system and procedures. Include an explanation of how Home4Good funds will be monitored to ensure dollars are spent in a timely manner and how funds will be applied and tracked against eligible activities.
- Documentation of **committed** funding that supports the total program budget. Please provide at least two letters of commitment or equivalent documentation dated within the last twelve (12) months.
- Please provide a program budget. How are funds utilized to maximize client support?

5. Program Outcomes and Performance Measurements

Maximum Score: 25 points

Related Application Exhibit: E

Prevention, Rapid Re-Housing, Re-Entry, and Street Outreach Applications:

- Please describe the expected outcomes of funding this program. How will you sustain the program beyond the grant period?
- What processes are in place for tracking client outcomes? How will you measure progress towards goals during the grant period?
- Provide client documented outcomes that demonstrate how your program assisted in the stabilization or improvement of the housing situation or ability to obtain stable housing

Innovation (General Innovation, HIV/AIDS Strategic Planning, and Shelter Connect)

Applications:

- Please describe the expected outcomes of funding this program. How will you sustain the program beyond the grant period?
- What processes are in place for tracking client outcomes? How will you measure progress towards goals during the grant period?
- Please answer one of the two following questions, as best applies to your proposed project:
 - Staff based grant: What are the goals and objectives for the proposed project?
 - Client based grant: What are the expected client outcomes in the proposed program?

Grant Agreements

DSHA will provide approved applicants with a Grant Agreement that includes conditions that must be satisfied during the grant term. Conditions will include, but are not limited to:

- Grant term;
- Targeted population and geographic area;
- Targeted household income;
- Reporting requirements;
- Monitoring and Audit Expectations; and
- Draw requirements.

Grant recipients are required to execute the Grant Agreements within thirty (30) days of receiving grant approval.

Disbursement of Grant Funds

Applicants awarded Home4Good funding will be required to draw down grant funds **monthly** on a **reimbursement** basis.

Additional Notifications

- Notification of grant approval or denial will be provided to applicants from DSHA.
- Submission of acceptance of the application by DSHA does not constitute approval for funding.
- DSHA reserves the right to increase or decrease set-aside amounts depending on the applications received in a given round.
- DSHA may reject any application, should information become available that conflicts with information submitted with the application or if DSHA becomes aware of an organization's financial instability.
- DSHA reserves the right to increase or decrease an applicant's funding request.
- Applicants receiving Home4Good funding will be subject to desk monitoring and/or site visits which could include an on-site audit at the end of the grant term to determine if grant funds were used in accordance with the executed grant agreement.

Application and Technical Assistance

DSHA staff is available by phone to assist applicants with questions pertaining to the Home4Good program, program eligibility and the application process. Applicants may also schedule a conference call for more in-depth discussions.

For program questions and assistance with the application process please contact:

Zoe Rawheiser, Community Development Analyst II

Phone: 302-739-0204

E-mail: Zoe.Rawheiser@delaware.gov

Additional Resources for Applicants

As you prepare your application, DSHA suggests that you review the attached resources in the areas that you intend to apply. These resources can guide you in your program design to incorporate practices that have shown promise in improving the performance of homeless service delivery systems.

Homelessness Prevention

- Homelessness Prevention Creating Programs that Work, National Alliance to End Homelessness. http://b3cdn.net/naeh/e151d425e2742e3e3b_0rm6btoc6.pdf

Rapid Re-Housing

- NAEH Rapid Re-Housing, Creating Programs that Work – A guide to assist communities in Rapid Re-Housing implementation. <https://endhomelessness.org/resource/rapid-re-housing-toolkit/>
- NAEH Rapid Re-Housing Training – Five (5) short modules developed by the Center for Capacity Building that break down the basic elements of the intervention, including a module on landlord engagement.

Re-Entry Services

- Connecting People Returning from Incarceration with Housing and Homelessness Assistance [Reentry Housing Resource Tipsheet Final.pdf \(usich.gov\)](#)
- Homelessness and Prisoner Re-Entry [Homelessness and Prisoner Re-Entry - Volunteers of America \(voa.org\)](#)