Atlanta Continuum of Care

Introduction

Partners for HOME ("PfH"), on behalf of the Atlanta Continuum of Care (CoC), releases this Right at Home Prevention Pilot grant application to identify a nonprofit provider to deliver homelessness prevention services, including financial assistance and supportive services, to households at imminent risk of homelessness in the City of Atlanta. PfH is a nonprofit organization that serves as the Collaborative Applicant for the Atlanta Continuum of Care (CoC) — a Housing and Urban Development (HUD) program that promotes community-wide commitment to the goal of ending homelessness and provides funding for efforts by nonprofit providers and state and local governments to quickly rehouse people impacted by homelessness. Its mission is to coordinate a comprehensive crisis response system to end homelessness in the City of Atlanta. *Partners for HOME does not discriminate based on race, color, religion, gender, sexual orientation, national origin, age, or disabilities in hiring practices or service provision.*

Project Overview

Right at Home Prevention Pilot:

This opportunity seeks an experienced nonprofit provider(s) to implement targeted homelessness prevention services for households at imminent risk of homelessness. The selected provider will deliver flexible financial assistance and supportive services designed to help households remain stably housed. The provider will conduct prevention assessments, provide problem-solving support, and issue financial assistance quickly to address urgent housing needs. Supportive services must be client-led, strength-based, and trauma-informed, with Housing Stability Plans developed for each participant. Participants may also be referred to legal services when housing-related legal issues are identified. The selected provider must coordinate with the Right at Home legal services provider to ensure continuity of care. The selected provider must also participate in a randomized controlled trial (RCT) conducted with the University of Notre Dame's Wilson Sheehan Lab for Economic Opportunities (LEO), which includes random assignment of clients to treatment and control groups and adherence to research protocols.

Anticipated Award

Respondents are requested to submit a budget proposal to serve up to 500 households annually.

General Information

This section will be reviewed by internal and external reviewers.

This **Prevention Pilot Program** funding opportunity is part of the Atlanta CoC homeless response plan. The following documents will be uploaded as part of the application:

- FY25 organizational budget
- Two years of audited financials _or_ internal financial statements to include a State of Financial Position (Balance Sheet), Statement of Activities(Profit & Loss)
- Financial Policies and Procedures (organizations funded by PfH in the past 12 months do not need to submit)
- Data Quality Submission report for the period of Oct 1 - Dec 31, 2025

* 1. **Organization and Contact Information**. Provide the information below for the application's point of contact.

Name of Organization	
Organization Tax ID (EIN)	
Organization Founding Year	
Application Contact Name	
Application Contact Email	

Threshold Section

2. **Prevention Experience**: Does your organization have experience providing homelessness prevention services, including financial assistance and case management? This experience is required to qualify for this grant.

- ◯ Yes
- ◯ No

* 3. **Conflicts of Interest**. Does your agency have any conflicts of interest to disclose? If yes, please detail it here. If no, please enter N/A.

4. **HMIS**: Will your organization use the homeless management information system ClientTrack for this project?

- ◯ We currently use ClientTrack and will use it for this project.
- ◯ We do not currently use ClientTrack but will use it for this project.
- ◯ We do not currently use ClientTrack and will not use it for this project.

5. **Research Study**: Is your organization willing to participate in the University of Notre Dame's Wilson Sheehan Lab for Economic Opportunities (LEO) research study associated with this program?

○ Yes

○ No

Experience Section (30 points total)

* 6. **Length of Experience**. How long has the organization provided homeless services in the below CoCs?

Atlanta CoC	
Balance of State	
Cobb CoC	
DeKalb CoC	
Fulton CoC	
Other CoC (Please share name and years)	

7. **Subpopulation Experience**. Please check all subpopulations your agency has experience with:

☐ Domestic Violence

☐ Youth

☐ LGBTQ+

☐ Veterans

☐ Families

☐ Chronic

* 8. **Team Contacts**. List the <u>name</u> and <u>title</u> of staff contacts in the following areas:

Administration (person responsible for organization management)

Finance (person responsible for grants management and submitting expenses)

Programs (person responsible for leading and managing project implementation)

Performance (person responsible for monitoring HMIS data, project outcomes and submitting performance reports)

* 9. **Housing First.** Give a specific example of how your agency incorporates Housing First when working with clients. If your agency does not currently incorporate Housing First with clients, how will you incorporate this practice model in the proposed project? (1,000 character limit)

* 10. **Cultural and Linguistic Competencies.** Give a specific example of how your agency incorporates cultural and linguistic competencies when working with clients. If your agency does not currently incorporate cultural and linguistic competencies with clients, how will you incorporate this practice model in the proposed project? (1,000 character limit)

* 11. **Trauma-Informed Care.** Give a specific example of how your agency incorporates trauma-informed care when working with clients. If your agency does not currently incorporate trauma-informed care competencies with clients, how will you incorporate this practice model in the proposed project? (1,000 character limit)

* 12. **Representation.** Give a specific example of how Black and Indigenous People of Color (BIPOC) inform decision-making of the organization. (1,000 character limit)

* 13. **Representation.** What percentage of agency's Board, Leadership and Program Staff identify as a BIPOC?

Board

[   ]

Staff Leadership

[   ]

Program Staff

[   ]

* 14. **Lived Expertise.** Give a specific example of how persons with lived expertise (PLE) inform decision-making of the organization. (1,000 character limit)

[   ]

* 15. **Lived Expertise.** What percentage of the agency's Board, Leadership and Program Staff identify as PLE?

Board

[   ]

Staff Leadership

[   ]

Program Staff

[   ]

* 16. **Financial Management**. Describe your organization's ability to manage grant funds. Include <u>software</u> used to aid in isolating grant expenses and revenues as well as procedures for reporting financial updates to funders. (1,000 character limit)

[   ]

* 17. **Grant Management**. Has the Atlanta CoC previously funded your organization for a similar project?

☐ Yes. Please answer questions 18 and 19 and write N/A for 20.

☐ No. Please answer question 20.

18. **Grant Management**. If the Atlanta CoC **has previously** funded your organization for a similar project, please indicate the average number of days your financial draw submissions were late. **This may be verified.**

- ○ 0 - 5 days late on average
- ○ 6 - 15 days late on average
- ○ 16 - 30 days late on average
- ○ 31+ days on average

19. **Grant Management**. Explain any circumstances that contributed to late submissions and what steps have been taken to improve timeliness.

20. **Grant Management**. If the Atlanta CoC **has not** previously funded your organization for a similar project, please describe the processes, internal controls, or staff capacity you will use to ensure draw submissions are completed accurately and submitted on time.

* 21. **Grant Management**. Has your organization previously lost funding from the Atlanta CoC? Please share details that led to the loss of funds. Also, detail if you have not lost funding. **This may be verified**.

* 22. **Grant References.** Provide contact information for two funders who have awarded your agency a grant of a similar size to the amount you are requesting in this application These references cannot be the Atlanta CoC. . **This may be verified**.

Grantor 1 Name

Grantor 1 Point of Contact

Point of Contact 1 Email

Point of Contact 1 Phone

Amount of Grant 1

Purpose of Grant 1

Grantor 2 Name

Grantor 2 Point of Contact

Point of Contact 2 Email

Point of Contact 2 Phone

Amount of Grant 2

Purpose of Grant 2

This section references project components from the Atlanta CoC's Data Quality Plan. This section will be reviewed by internal and external reviewers.

Project Section (35 points total)

* 23. **Number Served**. How many households does your agency plan to serve through this program? Up to 500 households may be served annually across multiple providers. Please indicate the number of households your agency proposes to serve, up to a maximum of 500 households.

[   ]

* 24. **Homelessness Prevention.** Describe the agency's plan for implementing the program components listed below. Please provide a detailed explanation with examples of how your agency will:

1. Targeted homelessness prevention: Use a prevention assessment that targets prioritized risk factors for homelessness in Atlanta.

[   ]

2. Problem solving: Approach clients' situations with flexibility, creativity, and determination to solve problems.

[   ]

3. Flexible financial assistance: Provide financial assistance calibrated to solve problems and paid directly to the relevant third party to maximize speed.

[   ]

4. Fast to act: Provide financial assistance to participants within 72 hours of program enrollment, with the ability to cut an emergency check on behalf of a client within the same business day.

[   ]

5. Supportive services: Provide client-led, strength-based, and trauma-informed supportive services to address individual needs and support long-term stability in housing.

6. Connection to legal assistance: Identify housing-related legal concerns, refer clients to legal services, and coordinate with legal provider staff to ensure continuity of care in service delivery.

7. Coordinated Entry participation: Receive referrals through Atlanta's Coordinated Entry System (CES) and follow the eligibility determination process established for this program in CES.

25. **Project Ramp Up**. How long will it take the agency to ramp up for this project after grant execution (e.g. hire and train staff, provide coverage for current staff, etc.)

○ 1-30 days

○ 31-60 days

○ 61-90 days

* 26. **Project Outcomes.** Describe the organization's internal processes for reaching the below project outcomes. Please provide a detailed explanation with examples of how your agency will reach the following goals:

1. Ensure the average financial assistance provided to participants does not exceed 10% above the established maximum.

2. Ensure required documentation for financial assistance is uploaded to HMIS within three days of program enrollment.

3. Develop individual Housing Stability Plans and upload them to HMIS within three days of program enrollment.

4. Ensure 90% of participants receive financial assistance within three days of enrollment.

5. Ensure 90% of participants exit to a permanent housing destination.

6. Ensure 85% of participants remain stably housed after six months.

* 27. **Project Ramp Up**. Provide a <u>detailed timeline</u> of how the agency will ramp up after grant execution. Include details about filling vacant staff roles, training of new staff and staff coverage during the ramp up period.

* 28. **Data Quality**. Does your agency have a Homelessness Prevention Data Quality Report with clients enrolled for the period of Oct 1 - Dec 31, 2025?

☐ Yes. Please upload report in question 29 to be scored.

☐ No. Please answer question 30.

29. Upload your Homelessness Prevention Data Quality Report for the period of Oct 1 - Dec 31, 2025. **Name this document "Prevention Data Quality Report."**

Upload this document in PDF format. Maximum file size is 16MB.

[Choose File] [Choose File]   No file chosen

30. **Data Quality**. If your organization **_does not have_** a Homelessness Prevention Data Quality Report for the period of Oct 1 - Dec 31, 2025, explain how you will adhere to the following Atlanta CoC Data Quality Plan components. (250 character limit)

Having an error rate of less than 5% for data elements.

Enrolling clients into project within 48 operating hours.

Please attach the following financial documents as part of your application. This section will be reviewed internally by the Partners for HOME Finance team.

Financial Review Section (35 points total)

* 31. Upload your Board-approved, current fiscal year organization budget. **Name this document "Organization Budget."**

Upload this document in PDF format. Maximum file size is 16MB.

Choose File   Choose File   No file chosen

32. Upload the two most recent years of audited financials. **Name this document "Audited Financials."** If an audit was **<u>not completed within the last two years</u>**, please provide the most recent financial statements, including a Statement of Financial Position and a Statement of Activities.

Upload this document in PDF format. Maximum file size is 16MB.

Choose File   Choose File   No file chosen

33. If Question 31 **was not answered**, upload internal financial statements to include a Balance Sheet and Profit & Loss Statement if you do not have audited financials or a Statement of Financial Position and Statement of Activities. **Name this document "Internal Financials."**

Upload this document in PDF format. Maximum file size is 16MB.

Choose File   Choose File   No file chosen

* 34. Upload your financial policies and procedures manual. **Name this document "Financial Policies and Procedures."**

Upload this document in PDF format. Maximum file size is 16MB.

Choose File   Choose File   No file chosen

* 35. Please upload your **Homelessness Prevention** project budget using the budget template. The budget will serve as your agency's cost proposal.

Upload this document in PDF format. Maximum file size is 16MB.

Choose File   Choose File   No file chosen