



# FY2024 Missouri Housing Innovation Program Application Training

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# Agenda

- I. General Information
- II. Program Overview
- III. Application Guidance
- IV. Applicant Requirements
- V. Grant Administration
- VI. Application Submission
- VII. Timeline



# Program Overview

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# Program Overview

## Missouri Housing Innovation Program

### Missouri Housing Innovation Program

Established in 2018

Increase equal access to housing opportunities, promote success in permanent housing for the hardest to house individuals & families and provide HMIS support for Missouri Continua

Consolidation of three previous MHDC grant programs

# MoHIP Grant Types

**Coordinated  
Entry System**

**HMIS**

# MoHIP Components - CES

## Coordinated Entry System (CES)

- Purpose
  - To assist in the operation of a Continuum of Care's CES
- Eligible Recipients
  - CoC recognized CES "access points"
- Eligible uses
  - Staff salary/benefits
  - Equipment (hardware & software)
  - Supplies
  - Mileage for staff travel associated with CES activities
  - Software Licenses

# MoHIP Components - HMIS

## HMIS

- Eligible Recipients
  - CoC designated HMIS Lead Agencies
- Purpose
- Eligible Uses
  - Staff salary/benefits
  - Travel expenses
  - Report & Programming fees

# Notice of Funding Availability (NOFA)

- FY2024 amount available: \$810,000
- Application deadline: **October 6, 2023, 5:00 p.m. CDT**
- Applications are to be submitted through the MHDC Online Grant Interface: <https://www.grantinterface.com/Home/Logon?urlkey=mhdc>
- Instructions on how to log on are located on the MHDC website
  - <https://mhdc.com/programs/community-programs/missouri-housing-innovation-program-mohip/>
- Application period will close and be unavailable for submission after the deadline



# Notice of Funding Availability (NOFA)

Allocation Areas
Balance of State CoC
Joplin CoC
Kansas City CoC
Springfield CoC
St. Charles CoC
St. Joseph CoC
St. Louis Region: St. Louis City and County CoCs

# Funding Cap

Grant Component	Maximum Request Per Applicant
Coordinated Entry	\$100,000
HMIS	\$100,000
<b>Total Combined Request:</b>	<b>\$200,000</b>

# Application Guidance

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# Application Materials

Located on MHDC's website:

<https://mhdc.com/about-us/nofa-approvals/mohip-program/>

- Notice of Funding Availability
- Application Guidance

Located on MHDC's website- MoHIP Homepage:

<https://mhdc.com/programs/community-programs/missouri-housing-innovation-program-mohip/>

- Link to the MHDC Online Grant Interface
- MHDC Online Grant Interface Log On Instructions

Application located on the MHDC Online Grant Interface:

- <https://www.grantinterface.com/Home/Logon?urlkey=mhdc>

# Basic Agency Information

- Agency Information
  - Provide the full legal name for the agency
  - Provide the complete address
- Agency Contacts
  - List contact information for a grant contact
  - List the agency's Executive Director information

# Proposal Information

- Applicant Type

- If you are the CoC designated HMIS lead, you will select HMIS Lead Agency
- If you are a Coordinated Entry access point, you will select Coordinated Entry Point
- If you are applying for both Coordinated Entry and HMIS funding, you will select Coordinated Entry Point and HMIS Lead

- Requests by Grant Type

- Enter total amounts being requested by grant type
- If not requesting funds in a grant type, please enter '0'

# Proposal Information

- Coordinated Entry
  - Explain how your organization participates with your CoC's Coordinated Entry System
- Need and Data Explanation
  - Demonstrate the need for MoHIP funding using data
  - Explain the need for MoHIP funding with quantifiable data
    - This can be done by presenting local, state, national or internal data regarding homeless populations and/or the effectiveness of the use of MoHIP funding in the context of ending homelessness

# Attachments

- Board of Directors

- A complete list of organization's current board or governing members

- Sources and Uses

- MoHIP budget- revenue uses and sources of that funding

- Letters of Support

- Two letters that demonstrate the support of the MoHIP program



# Attachments Continued

- Certificate of Good Standing
  - Current within 60 days of application due date
- 501 (c)(3) Verification
- Audit/Financials
  - Only include the independent auditor's report, not the entire audit

# Grant Components

- Budget and Detail

- Should match the amounts reflected in the Proposal Information section

- Narrative

- Fully address each item specified in the question in a clear and concise manor

# Applicant Requirements

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# Continuum of Care Participation

- Applicants assessed for involvement in CoC
  - Support from CoC; considered a member in good standing
  - Representation at full meetings
  - Point-In-Time Count
  - Participation within CES
- Grantees required to attend at least 75% of CoC meetings

# Coordinated Entry System Participation

- Consistent, uniform assessment and referral process for diversion, prevention, shelter, RRH, PSH, and/or other housing-related services
  - Processes/documents are same for all homeless service providers in the community
  - Reduces duplication of services
  - Clients referred to programs for which they are eligible
  - Maximizes efficiency and effectiveness

# Grant Administration

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# Grant Administration

- Requirements of MoHIP Grantees

- Quarterly Back-Up Submission
- 25 percent Back-Up deadline
- 75 percent Back-Up deadline
- Recordkeeping Requirements
  - Financial Documentation
- Monitoring
- Close Out

# Grant Administration

## ■ Financial Processes

- Funding Period: January 1, 2024 - December 31, 2024
- 25% of the total grant award amount will be advanced at the start of the grant year
- Any advance of funds must be backed up before additional funds will be disbursed to a grantee



# Application Submission

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# Application Submission

- MoHIP Application

- Located at:

- <https://www.grantinterface.com/Home/Logon?urlkey=mhdc>

- Deadline: **Friday, October 6, 2023, 5:00 p.m. CDT**

# Timeline

# Timeline

Event	Date
Application Deadline	October 6, 2023, 5:00 p.m.
Staff Recommendations	November 2023
Award Notifications	November 2023
Funded Training	November 2023
Funding Period Begins	January 1, 2024
Funding Period Ends	December 31, 2024
Grant Close Out Deadline	January 31, 2025

\*Timeline subject to change

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