**NHC Preliminary Proposal**

**Permanent Housing Project for the Chronically Homeless**

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| **Project Name:** |  |
| **Applicant Organization Name:** |  |
| **Project Sponsor Name:** |  |
| Contact Information | |
| **First and Last Names** |  |
| **Job Title** |  |
| **Telephone Number** |  |
| **E-mail Address** |  |
| **Fax number** |  |

**Deadlines / Logistics:**

Any interested agency must complete an NHC Preliminary Proposal by Monday, December 3, 2012**, 5:00 PM** **(CST)**, by submitting it via e-mail to [Erin.Matheny@selu.edu](mailto:Erin.Matheny@selu.edu),

**Questions / Comments:**

Contact [Erin.Matheny@selu.edu](mailto:Erin.Matheny@selu.edu) or 985-549-5373.

I. Project Summary Budget

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| Proposed SHP Activities | **a. SHP Dollars**  **Request** | **b. Cash Match** | **g. Totals**  **(Col. a + Col. b)** |
| 1. **Real Property Leasing** |  |  |  |
| 1. **Real Property Rental Assistance** |  |  |  |
| 1. **Supportive Services** |  |  |  |
| 1. **Operations** |  |  |  |
| 1. **SHP Request**   **(Subtotal lines 1 through 3)** |  | **Total**  **Cash Match** | **Total Budget (Total SHP Request + Total Cash Match)** |
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| 1. **Administrative Costs**   **(Up to 7% of line 4)** |  |
| 1. **Total SHP Request**   **(Total lines 5 and 6)** |  |  |  |

**II. General Project Narrative Information**

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| 1. Describe your agency’s experience and past performance in providing housing placement, direct financial assistance and supportive stabilization services to chronically homeless persons with disabilities. |
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| (2) Describe the type, scale, and general location of the proposed housing, and how it will meet the needs of the participants. Include how the housing will be readily accessible to community amenities. |
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| (3) Describe the type, scale, and location of the proposed supportive services, and how they will meet the needs of the participants. Include the mode of transportation to those services. |
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| 1. Describe your agency’s capacity to provide direct assistance payments to property management, as this is a reimbursement-based project. |
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| 1. Describe where your agency will obtain the two-to-one ratio of SHP requested dollars to non-SHP dollars, including the statute 25% cash match dollars for operations, supportive services and rental assistance (leasing does not require 25% cash match). Note: special consideration will be given to project applications that leverage one or more of the following - CDBG-R, TCAP, HUD-VASH, or any other HUD-managed American Recovery and Reinvestment Act (ARRA) funds. |
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| 1. Describe the specific plan for ensuring that clients will have access to mainstream health, social service, and employment program benefits for which they are eligible. |
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| 1. Describe how participants are helped to obtain and remain in permanent housing. |
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| 1. Describe how participants are assisted to both increase their incomes and live independently using mainstream housing and service programs. |
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| 1. Demonstrate how your project will have a staff person designated to ensure that children are enrolled in school and connected to the appropriate services within the community, including early childhood programs such as Head Start, Part C of the Individuals with Disabilities Education Act, and McKinney-Vento education services. |
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