

**2024 Universal Request for Proposals
YHDP PROJECT BUDGET**

Agency Name

Project Name

Type of Project

Leased Units for RRH or PSH
funding is based on FMR and is used for first/last, security deposits (up to 2x rent), short-long term rental assistance; agency must hold the primary lease; should have funding request under operating as well

Eligible Costs:	Quantity & Description	Annual Amount
0 bedroom @ \$1,449		
1 bedroom @ \$1,562		
2 bedroom @ \$1,851		
3 bedroom @ \$2,367		
4 bedroom @ \$2,888		
Sub-Total for Leasing		\$ -

Rental Assistance for RRH or PSH
funding is based on FMR and is used for first/last, security deposits (up to 2x rent), utilities, damages (as allowable), short-long term rental assistance

Eligible Costs:	Quantity & Description	Annual Amount
0 bedroom @ \$1,449	_ units x 12 months	\$ -
1 bedroom @ \$1,562	_ units x 12 months	\$ -
2 bedroom @ \$1,851	_ units x 12 months	\$ -
3 bedroom @ \$2,367	_ units x 12 months	\$ -
4 bedroom @ \$2,888	_ units x 12 months	\$ -
Subtotal for RA		\$ -

Supportive Services
for Youth Hub, TH, Host Homes, PSH, RRH

Eligible Costs:	Quantity & Description	Annual Amount
1. Assessment of Service Needs		\$ -
2. Assistance with Moving Costs		\$ -
3. Case Management		\$ -
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		\$ -
16. Utility Deposits		\$ -
17. Operating Costs (Youth Hub and Host Homes only)		\$ -
Subtotal for Supportive Services		\$ -

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Operating for Site-Based TH or PSH: Facility Costs		
Eligible Costs:	Quantity & Description	Annual Amount
1. Maintenance/Repair		\$ -
2. Property Taxes and Insurance		\$ -
3. Replacement Reserve		\$ -
4. Building Security		\$ -
5. Electricity, Gas and Water		\$ -
6. Furniture		\$ -
7. Equipment		\$ -
Subtotal for Operating		\$ -

Subtotal of Program Costs	\$ -
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Admin (Max 10% of Program Cost)		
Eligible Costs:	Quantity & Description	Annual Amount
10% of Program Costs		\$ -

Total Amount Requested	\$ -
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Type of Project
Youth Hub (component: Street Outreach)
Host Homes (component: SSO)
Transitional Housing
Permanent housing - Rapid Rehousing
Permanent Housing - Permanent Supportive Housing

Adult Household Member MUST have a documented disability that interferes in achieving housing stability

Supportive Services for Youth Hub, TH, Host Homes, PSH, RRH	What Can Be Included in the Budget Line Item (For more information see https://www.ecfr.gov/current/title-24/subtitle-B/chapter-V/subchapter-C/part-578#578.53)
1. Assessment of Service Needs	Salaries, fringe, related costs to conduct an annual assessment of service needs
2. Assistance with Moving Costs	Reasonable moving costs to include truck rental and/or hiring moving company; security deposits of up to two times the monthly rent; paying for damages to a rental unit for up to two times the monthly rent; housing start-up expenses up to \$300 per participant; reasonable cost of internet service
3. Case Management	Salaries, fringe, related costs associated with assessing, arranging, coordinating, and monitoring services for program participants
4. Child Care	Costs of operating licensed child care or providing child care vouchers
5. Education Services	Costs of improving knowledge and basic educational skills (e.g., GED, ESL, literacy, tutoring, books, testing, salaries, etc.)
6. Employment Assistance	Costs of operating employment assistance and job training programs (e.g., assessment, specialized training, counseling, stipends)
7. Food	Costs of providing meals or groceries
8. Housing/Counseling Services	Purchase participant cell phone and pay for ongoing service (cost must be reasonable and housing related); payment of rental arrears (up to 6 months); salaries, fringe, related costs to help locate, obtain, and retain suitable housing; may include tenant counseling, securing utilities, mediation, credit counseling, payment of rental application fees
9. Legal Services	Fees for licensed legal assistance related to matters that interfere with a person's ability to obtain and retain housing; may include child support, guardianship, emancipation, DV issues, appealing benefit decisions, landlord tenant disputes, etc.; pay legal fees for participant
10. Life Skills	Costs of household cleaning supplies; salaries, fringe, related costs of teaching critical life management skills; may include financial literacy, households management, nutrition, using public transportation, parenting training, etc.
11. Mental Health Services	Costs of direct outpatient treatment by licensed professionals
12. Outpatient Health Services	Costs of direct outpatient treatment by licensed medical professionals
13. Outreach Services	Salaries, fringe, related costs to engage persons for the purpose of providing immediate support and intervention, including initial assessment, crisis counseling, providing basic needs, providing referrals, etc.
14. Substance Abuse Treatment Services	Costs of intake and assessment, outpatient treatment, counseling, etc.
15. Transportation	Costs of bus passes for participants, mileage allowance for service providers, leasing a van to transport participants and related costs for that van, car repairs or maintenance for participants, pay gas mileage for participant personal vehicle for trips for eligible services; cost of participant care insurance, registration, and past driving fines
16. Utility Deposits	Costs of utility deposits; payment of utility arrears of up to 6 months; payment of monthly utility expenses up to 3 months
17. Operating Costs - Youth Hub and Host Homes Only	Hub: Salaries, fringe, materials, supplies, related costs in directly providing supportive services to participants Host Homes: Payments of up to \$500 monthly per host home for necessary financial support

Operating Site-Based TH or PSH; PSH - Leasing	What Can Be Included in the Budget Line Item (For more information see https://www.ecfr.gov/current/title-24/subtitle-B/chapter-V/subchapter-C/part-578#578.55)
1. Maintenance/Repair	Reasonable costs of maintaining housing

2. Property Taxes and Insurance	Property taxes and insurance for that structure
3. Replacement Reserve	Allowable payments to a reserve for replacement of major systems of the housing
4. Building Security	Building security for the structure if allowable
5. Electricity, Gas and Water	Utilities costs necessary to operate the structure
6. Furniture	Purchase or lease of furniture for the structure
7. Equipment	Purchase or lease of equipment for the structure