

Dear Mr. Lanter,

2/14/17

New Life Homeless Day Center requests a \$20,000 grant approval from the Homeless Prevention and Intervention Board for financial support to the Day Center's successful Rental Deposit Assistance (RDA) Program to homeless clients. Participating RDA clients are from the existing Day Center client base and from request made by other Lexington homeless non-profits. Homelessness status is verified by the referring non-profit. The entire requested \$20,000 grant will be used as direct funding to the RDA Program and no overhead expense will be charged to the grant. NLDC is a day center for homeless clients and has approximately 150 participants daily who attend and receive services. The Day Center's mission is to provide a better daytime environment for clients to escape harsh weather, help clients to become permanently housed, make the community safer for neighbors, and help reduce associated homelessness costs to the City such as medical, police, and incarceration.

The RDA Program works to provide free rental deposits and first month rent (when latter is required as a lease condition) to eligible clients who currently sleep directly on the street or in emergency night shelters. Eligibility for RDA is procedurally controlled by NLDC and is determined by two key criteria: (1) Current status as homeless and (2) Income sufficient to pay subsequent ongoing rent and utilities as verified through check stub or other formal documentation. RDA's Mission Success is summarized below:

The RDA Program has helped 126 clients off the street into housing since it commenced April 2016. Of the 126 people housed in the first 9 months of implementation, 71 were homeless clients, 23 homeless veterans, and 32 homeless children. The average cost of assisting an individual into housing, thus far, is \$222/person. Our systematic monitoring process revealed there are 7 of the 126 originally housed (6%) who are relapsed and no longer housed. We monitor ongoing participation of those who received RDA by phoning their landlords or case worker of each individual on a quarterly basis.

This proposed \$20,000 grant will support approximately ~90 additional homeless clients in the future getting them off the street into housing. RDA funding thus far has been from both City and private donations. The City has provided \$10,000 for RDA and private funding has provided \$19,000 in matching funds (\$16,000 from Lexington-Bluegrass Association of Realtors and \$3,000 from individuals).

Please let me know if there are additional questions.

Steve Polston

Steve Polston,
Founder and Board Chair
New Life Day Center
224 Martin Luther King Blvd.
Lexington, KY 40507



Rental Deposit Assistance Procedure

1. Grant Eligibility Requirements

- Must be homeless as defined below**
- Must have verifiable income (Award letter, pay stub, etc....)
- Can afford to pay on-going rent and expenses associate with an apartment (Rent not to exceed 50% of monthly income)
- Be a client of New Life Day Center or received a referral from other homeless agency-VA, Catholic Charities, Hope Center, etc...

2. Application Process

- If an applicant meets the listed eligibility requirements they must...
- Fill out RDA application on-site at NLDC
 - Client is responsible to find apartment on their own, NLDC staff will assist when necessary
 - Applicant must wait a minimum of 5 days before approval is granted

3. Once Approved

- RDA will pay for 1 Rental Deposit
 - Deposit Check will ONLY be written to the landlord.
 - Receipt for the deposit must be returned to NLDC within 5 days of deposit.
 - Copy of the signed lease WITH landlord AND clients contact information is required.
 - Be willing to answer on-going quarterly calls from NLDC staff checking on housing status.
- *RDA will pay first month's rent if **deposit + additional months' rent** are due at signing*

4. Tracking and Follow-Up

- Records are kept both by hand and electronically.
- Each client is assigned a folder which contains their application, income verification, lease agreement and contact info, deposit receipt, and any other pertinent information.
- Electronic files are also kept in spreadsheet form charting each client's case information.
- Bank account records are kept separately from NLDC general account, and managed by outside entity.
- Client will receive a quarterly follow-up call, to track whether or not client is still housed, if client can't be reached, the landlord is then contacted.

****Homeless-Inadequate regular nighttime residence (IE) sleeping on the street, nighttime shelter, car, or any other unstable/non-permanent housing situations.**

Marketing

- Applicants generally hear about RDA through word of mouth marketing, agency referrals, and social media postings. No paid advertisements are used.
- Funding goal is to leverage public money with private money, and remain at a 50/50 ratio. Current RDA stands at a ratio of 2-1, private to public.