

Organization or Lead Applicant Name and Authorized Representative:
Lexington-Fayette Urban County Housing Authority (LHA)

Authorized Representative:
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Title of Proposed Project:
Lexington Housing Authority Security Deposit Assistance Program

Summary of Proposed Project:

Creating a safe place to call home requires a lot of different pieces coming together. Sometimes it is as simple as having help with the security deposit. The inability of households to have enough funds for a security deposit contributes to the problem of homelessness in Lexington. LHA is requesting funding for a Security Deposit Assistance Program of less than \$20,000 designed to provide applicants with deposit assistance if they have no other means of obtaining a deposit to secure rental housing. With the funds received, LHA will contribute up to \$700.00 per household for the initial deposit. The deposit will be made directly to the landlord upon receipt of a passed Housing Quality Standard (HQS) inspection, a signed lease and proof of move-in of the applicant. The funds will target homeless applicants referred to LHA through OneDoor Lex. **To qualify for the security deposit assistance, LHA will ensure that applicants meet the Very Low-Income Limits (50%) of MAI (Median Area Income).** Applicants must be able to obtain a legal lease from the landlord for a unit located within LHA's jurisdiction. Upon the move out of the participant, the landlord will be required to refund any of the deposit money that was not used for past due rents, fees, and tenant caused damages beyond normal wear and tear to LHA in order to continue the program.

5.0 EVALUATION

5.1 Program Proposal and Design – Scope of Work

A. Define the gap in service in the Lexington CoC that this project intends to solve/service:

All the Section 8 rental assistance in the world is useless if the participant cannot rent a place due to the lack of the security deposit. The gap between income and the cost of housing is simply too large for many of the LHA's Section 8 applicants. With the competitive rental market for low-income families, the high cost of living and the lack of affordable housing, low-income families are finding it more difficult to afford move-in costs, including security deposit. Most of LHA's participating landlords/homeowners and property management companies require a security deposit of an equal monthly rent amount before leasing a rental property to an applicant. LHA's clients are vulnerable and at-risk of homelessness, they struggle to come up with upfront leasing costs. As a result, many of our applicants are forced to continue to move in with relatives, sleep in cars, resort to overflowing shelters or live on the streets. The Security Deposit Assistance Program will provide a means for individuals and families moving from homelessness to secure more affordable and sustainable housing. **If approved, the security deposit assistance funds will only be used for those currently experiencing an episode of HUD homelessness.**

B. Describe how the project is a solution to the service gap:

LHA is a strong supporter of the Lexington/Fayette County's effort to end homelessness. The Security Deposit Assistance Program targets homeless individuals, families. Landlords will more likely be willing to lease to an applicant if they are guaranteed the security deposit. The Security Deposit Assistance Program will be a final step to ensure that the applicant's search for housing takes less time and is successful in their lease up. On a monthly average, LHA certifies twenty-

five (25) households for housing assistance and at least five (5) of those applicants are unsuccessful in their lease up due to the lack of upfront leasing fees.

C. Describe the general location and capacity of the project:

The general location for this project is LHA's Central Office located at 300 West New Circle Road, Lexington, KY 40505. LHA proposes to use grant funds to offer security deposit assistance to landlords renting to LHA's Section 8 applicants that are homeless or at-risk of homelessness. Depending on the amount of the grant awarded, LHA's goal would be to serve at least fifty (50) applicants during a twelve (12) month period.

D. Describe the operational processes to ensure positive outcomes:

LHA maintains several close partnerships with government agencies, local service providers, and community and faith-based organizations in the Lexington area that make referrals to LHA for housing assistance. If approved for this grant, LHA will designate a staff person for the initial intake. This person will serve as a liaison between the applicants, landlord and service provider to address the applicants' needs. LHA's finance department will be responsible for making the security deposit payments to the landlord. The grant funds will only be used for security deposit payments to the landlord. LHA will use current staffing and resources for administering the grant.

E. Describe the marketing efforts after the program has been established. Marketing tactics should aim to maintain and secure additional funding sources, continue public and provider support and update the community as well as keep the stakeholders advised on the projects overall progress:

LHA will notify landlords, service providers and applicants: on the LHA's website; at landlord meetings; during applicant briefings; and through partner agencies and community service providers of the availability of funds. LHA's finance department will provide a written quarterly update of the number of applicants served and give a financial accounting of any remaining funds.

5.2 Experience and Qualifications, Organizational Capacity

A. Describe the responding organization’s mission and how this project aligns with those goals:

The mission of the Lexington-Fayette Urban County Housing Authority (LHA) is to provide a “decent, safe and sanitary” housing at an affordable cost to low-income families. LHA is a Moving to Work (MTW) agency that provides affordable housing to over 1,000 Public Housing residents and over 3,000 Housing Choice Vouchers (HCV) participants. For many years, LHA has demonstrated a commitment to assist persons that are homeless or at-risk of being homeless through its Mainstream 5, Mainstream 811, Block Grant Program, Continuum of Care (CoC), VET and VASH programs. In order to optimize and provide more efficient services to participants, LHA has formed partnerships with local government agencies and other non-profit organizations to assist in making referrals and providing support/leverage services on behalf of participants.

B. Provide a general description of the organization’s experience in areas of homelessness and housing, including developing and/or implementing new projects:

LHA has experience in serving homeless applicants and participants through its Special Partner Vouchers, CoC Program, Mainstream 5, Mainstream 811, and Block Grant Programs. LHA has updated its Administrative Plan to give a preference to persons with disabilities who are transitioning out of an institution or other segregated setting, at serious risk of institutionalization, homeless or at-risk of becoming homeless. With our MTW plan for the next fiscal year, LHA will increase its Block Grant Program to include an additional forty-eight (48) vouchers. LHA received funding for 32 Veterans Affairs Supportive Housing (VASH)/Project Based Vouchers (PBV) that will be utilized at the Veterans Medical Center site that is currently under construction.

C. Provide specific examples of relevant projects completed including a description and resulting deliverables:

In 2015, at the request of HUD, LHA set aside seventy-five (75) Housing Choice Vouchers (HCV) to assist in serving homeless and very low-income veterans in Lexington/Fayette County. Due to barriers that the veterans encountered with upfront leasing costs, such as a security deposit, we were unable to house many of the applications that were referred due to the lack of the upfront leasing costs. We applied for and received a grant of \$8,000.00 through the Office of Homeless Prevention and Intervention for assistance with security deposits for the VASH and VET applicants. With those funds, LHA was successful in assisting 20 households with a security deposit for the period of March 2017 through March 2018. Also, in 2015, LHA received approval for a grant from HUD to hire for a position of a Housing Navigator to assist homeless veterans in locating and finding a unit, providing transportation, expediting the application and inspection process and finding available resources to assist veterans with upfront leasing costs to successfully house veterans.

D. Provide specific examples (at least 2) of existing partnerships and collaborations that will be leveraged to implement a successful project.

LHA has successful partnerships with the following agencies that provide supportive and leverage services to mutual applicants and participants; Hope Center, Canaan House, Serenity Place, Ferrell Square Oasis, Elm Tree Lane, Russell School, One Parent Scholar, New Beginnings of the Bluegrass, Greenhouse17, Bluegrass.org., AVOL and Mountain Comp Care. LHA receives referrals for the VASH program applicants from the Veterans Administration and referrals for its VET program from the Volunteers of America.

E. Describe program staffing as well as each staff member's role and/or function in the project:

Three HCV staff persons will be assigned to work with the referring agency and process the initial intake applications for the security deposit assistance.

F. Identify the team members or positions (if vacant or undetermined) that will work directly on the project and attach relevant resumes, CV/or position descriptions; and

Section 8 Management Specialists will review the request for the assistance and approve or deny the request for assistance and track expenditures.

A Finance Department staff person will make payment to the landlord and make the financial accounting requirements.

G. Identify the team leader to serve as a liaison with the OHPI as well as well as any other employees or contractors expected to support the project:

HCV Manager – Aldean Pleasant

Housing Specialist – Cindy Mayfield works with the CoC Program and VET Program

Housing Specialist – Lee Cameron works with the VASH Program

Housing Specialist – Francisco Lovko works with the Mainstream Programs and Bluegrass.org referrals

Accountant – Finance Department

Assistant HCV Manager – Tonya Christopher – will serve as a liaison with the OHPI.

5.3 Timeline

A.) LHA will begin assisting applicants with the security deposit upon receipt of funds and referrals of qualified applicants from partner agencies.

B.) LHA will need the OHPI and other partner agencies to assist with advertising the availability of funds.

5.4 Program Sustainability, Cost and Overall Program Budget

A. Describe the other private/public funding sources projected to be used for sustainability:

LHA will continue to provide housing assistance for qualified Section 8 participants and will only use the funds for security deposit assistance for qualified applicants.

B. Personnel – LHA will use current staffing and resources.

- C. Fringe Benefits** – LHA will not use Security Deposit Assistance Program funds for fringe benefits.
- D. Equipment** – LHA will not use Security Deposit Assistance Program funds for equipment.
- E. Travel** – LHA will not use Security Deposit Assistance Program funds for travel but will use current resources.
- F. Contractual** – LHA will not use Security Deposit Assistance Program funds for contractual services.
- G. Operating Expenses** – LHA will use current resources for operating expenses.
- H. Indirect Cost** - LHA will use current staffing and resources.

5.5 Program Outcomes and Performance Measures:

- A.) LHA will create a worksheet that will track the move-in date for each applicant, name of the landlord receiving assistance, date security deposit paid to landlord, and any future move-out dates.
- B.) LHA will also create a worksheet that tracks payments made and will keep a running balance. This will be provided to OHPI as requested.
- C.) LHA will measure the success of the program by monitoring the expected reduction of time that it takes to lease-up.