

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: August 15, 2017 [X] Consent [ ] Regular
[ ] Ordinance [ ] Public Hearing
Department
Submitted By: Community Services
Submitted For: Division of Human and Veteran Services

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) ratify the signature of Commissioner Bernard on the 2017 U.S. Department of Health and Human Services (HHS) Youth Street Outreach Program Grant Application...
B) delegate signature authority to the County Administrator, or designee, to sign HHS Youth Street Outreach Program grant agreements, amendments and any other required forms...

Summary: Federal funding is available for a three (3) year Youth Street Outreach Program that will assist in executing a coordinated community approach to assist unaccompanied homeless youth by engaging and linking youth to services. The grant will fund a Youth Outreach Team that will target unaccompanied youth between the ages of 16-24 years old, with a goal of identifying and linking 150 youth to housing and/or services...

Background and Justification: During the 2017 Palm Beach County Point In Time (PIT) count, 1,608 individuals were counted as homeless and 99 of those were youth ages 18-24. Recent data collected through the Homeless Management Information System (HMIS) indicates 275 youth 24 and under who are parents and 100 unaccompanied youth made contact with the Adult Homeless Navigation System within the last nine months...

Attachments:

- 1. Grant Application with Walkthrough Memo
2. Letters of Support

Recommended By: [Signature]
Department Director Date

Approved By: [Signature]
Assistant County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures					
Operating Costs		447,677	447,677	447,677	
External Revenue		(200,000)	(200,000)	(200,000)	
Program Income					
In-Kind Match (County)		(225,455)	(225,455)	(225,455)	
<b>NET FISCAL IMPACT</b>		<b>22,222</b>	<b>22,222</b>	<b>22,222</b>	

# ADDITIONAL FTE POSITIONS (Cumulative)					
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**Is Item Included In Current Budget:** Yes \_\_\_\_\_ No X

Budget Account No.:

Fund 0001 Dept. 148 Unit Var Obj. Var Program Code Var Program Period: Var

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

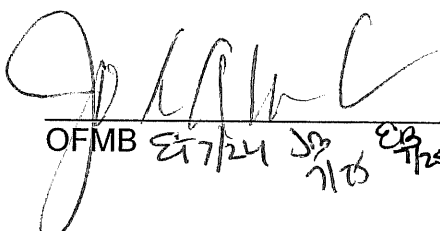
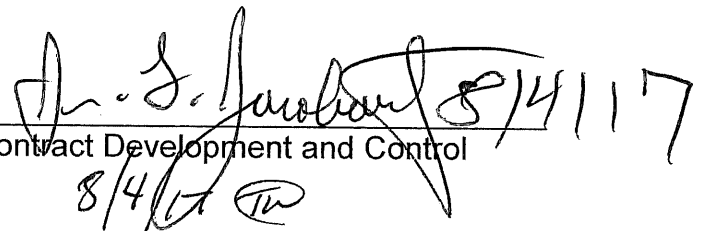
Funding source is U.S. Department of Health and Human Services. Budget will be amended upon receipt of grant award.

**C. Departmental Fiscal Review:**

  
Julie Dowe, Director of Finance and Support Services

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Development and Control Comments:**

 OFMB <u>2/7/24</u> <u>JP</u> <u>EB</u> <u>7/15</u> <u>7/25</u>	 Contract Development and Control <u>8/4/17</u>
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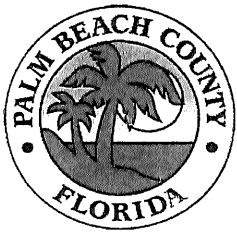
**B. Legal Sufficiency:**

  
Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
Department Director

**This summary is not to be used as a basis for payment.**



MEMORANDUM

TO: Paulette Burdick, Mayor
Board of County Commissioners
THRU: Verdenia C. Baker, County Administrator
Board of County Commissioners
THRU: Nancy L. Bolton, Assistant County Administrator
Board of County Commissioners
FROM: James Green, Director
Community Services Department
DATE: June 29, 2017
RE: 2017 U.S Department of Health and Human Services (HHS) Youth Street Outreach Program Grant Application

Pursuant to Section 309 of the Administrative Code, your signature is needed on the 2017 U.S. Department of Health and Human Services Youth Street Outreach Program Grant application. The proposed grant period is September 30, 2017, through August 31, 2020. The application totals \$447,677.

Estimated funding and in-kind contributions for Palm Beach County are as follows:

Table with 2 columns: Contribution Type and Amount. Rows include Federal (\$200,000), Palm Beach County Required Cash Match (\$22,222), Local In-kind Match (\$225,455), and TOTAL (\$447,677).

Federal funding is available for a three (3) year Youth Street Outreach Program that will assist in executing a coordinated community approach to assist homeless youth by engaging and linking youth to services. The Division of Human and Veteran Services, serving as the lead agency is collaborating with the PBC Department of Youth Services, Families First of Palm Beach County, Homeless Coalition of PBC, Inc., Florida Department of Health and Gulfstream Goodwill Industries, Inc. The Youth Outreach Team will target unaccompanied youth between the ages of 16-24, with a goal of identifying and linking 150 youth to housing and/or services. A cash match of \$22,222 is required. An additional cash match of \$17,000 may be needed depending on the location of the Drop-In Center. This will be determined prior to submission to the BCC.

The Grant Request for Application was released on May 22, 2017 with instructions to return it by July 11, 2017 before 12 p.m. The application must be submitted through grants.gov. Electronic submissions can be jeopardized when completed too close to the final submission date. The emergency signature process is being utilized because there is not sufficient time to submit the application through the regular BCC agenda process. Staff will submit this item ratifying the Mayor's signature at the next available BCC Commission meeting.

If additional information is needed, please contact Wendy Tippett, at (561) 355-4775.

Approved by:

James Green
Assistant Department Director
Verdenia C. Baker
Assistant County Attorney

OFMB
Nancy L. Bolton
Assistant County Administrator

Attachment: 2017 HHS Youth Street Outreach Program Grant Application (2)

Community Services Department
810 Datura Street
West Palm Beach, FL 33401
(561) 355-4700
FAX: (561) 355-3863
www.pbcgov.com

Palm Beach County Board of County Commissioners

- Paulette Burdick, Mayor
Melissa McKinlay, Vice Mayor
Hal R. Valeche
Dave Kerner
Steven L. Abrams
Mary Lou Berger
Mack Bernard

County Administrator

Verdenia C. Baker



An Equal Opportunity Affirmative Action Employer

## Grant Application Package

<b>Opportunity Title:</b>	Street Outreach Program
<b>Offering Agency:</b>	Administration for Children & Families - ACYF/FYSB
<b>CFDA Number:</b>	93.557
<b>CFDA Description:</b>	Education and Prevention Grants to Reduce Sexual Abuse
<b>Opportunity Number:</b>	HHS-2017-ACF-ACYF-YO-1241
<b>Competition ID:</b>	HHS-2017-ACF-ACYF-YO-1241
<b>Opportunity Open Date:</b>	05/12/2017
<b>Opportunity Close Date:</b>	07/11/2017
<b>Agency Contact:</b>	Oluwatoyin Akintoye Oluwatoyin.Akintoye@acf.hhs.gov

**This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.**

**Application Filing Name:**

### Select Forms to Complete

#### Mandatory

- [Application for Federal Assistance \(SF-424\)](#)

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- [Grants.gov Lobbying Form](#)

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- [Other Attachments Form](#)

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- [Budget Information for Non-Construction Programs \(SF-424A\)](#)

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- [Assurances for Non-Construction Programs \(SF-424B\)](#)

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- [Project/Performance Site Location\(s\)](#)

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- [Project Narrative Attachment Form](#)

#### Optional

- [Disclosure of Lobbying Activities \(SF-LLL\)](#)

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- [Protection of Human Subjects](#)

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- [Key Contacts](#)

### Instructions

[Show Instructions >>](#)

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here. If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

**Application for Federal Assistance SF-424**

**\* 1. Type of Submission:**

- Preapplication
- Application
- Changed/Corrected Application

**\* 2. Type of Application:**

- New
- Continuation
- Revision

**\* If Revision, select appropriate letter(s):**

**\* Other (Specify):**

**\* 3. Date Received:**

Completed by Grants.gov upon submission.

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:**

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

County of, Palm Beach

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

596000785

**\* c. Organizational DUNS:**

0784704810000

**d. Address:**

**\* Street1:**

301 N Olive Ave FRNT

**Street2:**

**\* City:**

West Palm Beach

**County/Parish:**

**\* State:**

FL: Florida

**Province:**

**\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

33401-4703

**e. Organizational Unit:**

**Department Name:**

Community Services

**Division Name:**

Human Services

**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:**

Ms

**\* First Name:**

Wendy

**Middle Name:**

**\* Last Name:**

Tippett

**Suffix:**

**Title:**

Director of Human and Veteran Services

**Organizational Affiliation:**

County of, Palm Beach

**\* Telephone Number:**

561-355-4772

**Fax Number:**

561-656-7305

**\* Email:**

wtippett@pbcgov.org

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Administration for Children & Families - ACYF/FYSB

**11. Catalog of Federal Domestic Assistance Number:**

93.557

CFDA Title:

Education and Prevention Grants to Reduce Sexual Abuse of Runaway, Homeless and Street Youth

**\* 12. Funding Opportunity Number:**

HHS-2017-ACF-ACYF-YO-1241

\* Title:

Street Outreach Program

**13. Competition Identification Number:**

HHS-2017-ACF-ACYF-YO-1241

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Street Outreach Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.





**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="200,000.00"/>
* b. Applicant	<input type="text" value="22,222.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="225,455.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="447,677.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes  No

If "Yes", provide explanation and attach





**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

ATTEST:  
Sharon R. Bock  
Clerk and Comptroller  
By: \_\_\_\_\_  
Deputy Clerk

*Mack Bernard*  
Mack Bernard, Commissioner  
District 7

Approved As To Form  
And Legal Sufficiency  
By: *[Signature]*  
Assistant County Attorney

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Form with fields for: \* APPLICANT'S ORGANIZATION (County of, Palm Beach), \* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE (Prefix: Mr., First Name: Mack, Middle Name: , Last Name: Bernard, Suffix: , Title: Commissioner), \* SIGNATURE (Completed on submission to Grants.gov), \* DATE (Completed on submission to Grants.gov)

Mack Bernard, Commissioner District 7

Approved As To Form And Legal Sufficiency BY: Helene Cathey Assistant County Attorney

ATTEST: Sharon R. Bock Clerk and Comptroller By: Deputy Clerk



**Other Attachment File(s)**

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\* Mandatory Other Attachment Filename:

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To add more "Other Attachment" attachments, please use the attachment buttons below.

**BUDGET INFORMATION - Non-Construction Programs**

OMB Number: 4040-0006  
Expiration Date: 01/31/2019

**SECTION A - BUDGET SUMMARY**

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Project Administration	93.550	\$	\$	\$ 200,000.00	\$	\$ 200,000.00
2. Project Match-Applicant	93.550				22,222.00	22,222.00
3. Project In-Kind					225,455.00	225,455.00
4.						
<b>5. Totals</b>		\$	\$	\$ 200,000.00	\$ 247,677.00	\$ 447,677.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Project Administration	(2) Project Match-Applicant	(3) Project In-Kind	(4)	
<b>a. Personnel</b>	\$ 120,000.00	\$ 22,222.00	\$ 59,800.00		\$ 202,022.00
<b>b. Fringe Benefits</b>	30,000.00	0.00	20,505.00		50,505.00
<b>c. Travel</b>	5,300.00				5,300.00
<b>d. Equipment</b>	9,000.00		12,300.00		21,300.00
<b>e. Supplies</b>	4,000.00		75,600.00		79,600.00
<b>f. Contractual</b>	31,700.00		6,000.00		37,700.00
<b>g. Construction</b>					
<b>h. Other</b>					
<b>i. Total Direct Charges (sum of 6a-6h)</b>	200,000.00	22,222.00	174,205.00		\$ 396,427.00
<b>j. Indirect Charges</b>			51,250.00		\$ 51,250.00
<b>k. TOTALS (sum of 6i and 6j)</b>	\$ 200,000.00	\$ 22,222.00	\$ 225,455.00		\$ 447,677.00
<b>7. Program Income</b>					

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SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS	
8. Project Administration	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	
9. Project Match- Applicant	22,222.00	<input type="text"/>	<input type="text"/>	22,222.00	
10. Project In-Kind	225,455.00	<input type="text"/>	<input type="text"/>	225,455.00	
11. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>12. TOTAL (sum of lines 8-11)</b>	\$ <span style="text-align: right;">247,677.00</span>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <span style="text-align: right;">247,677.00</span>	
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
14. Non-Federal	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>15. TOTAL (sum of lines 13 and 14)</b>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b)First	(c) Second	(d) Third	(e) Fourth	
16. Project Administration	\$ <span style="text-align: right;">200,000.00</span>	\$ <span style="text-align: right;">200,000.00</span>	\$ <span style="text-align: right;">200,000.00</span>	\$ <span style="text-align: right;">200,000.00</span>	
17. Project Match- Applicant	22,222.00	23,310.00	24,475.00	25,699.00	
18. Project In-Kind	225,455.00	225,455.00	225,455.00	225,455.00	
19. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>20. TOTAL (sum of lines 16 - 19)</b>	\$ <span style="text-align: right;">447,677.00</span>	\$ <span style="text-align: right;">448,765.00</span>	\$ <span style="text-align: right;">449,930.00</span>	\$ <span style="text-align: right;">451,154.00</span>	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges: <input type="text"/>		22. Indirect Charges: <input type="text" value="11.448% indirect charge"/>			
23. Remarks: <input type="text"/>					

**ABSTRACT**

**PROJECT TITLE:**

Project GEAR up!

**APPLICANT NAME:**

Palm Beach County

**ADDRESS:**

810 Datura St. Suite 350  
West Palm Beach, FL 33401

**CONTACT PHONE:**

(O): 561-355-4775

(F): 561-242-6814

**EMAIL ADDRESS:**

wtippett@pbcgov.org

**WEBSITE**

[www.pbcgov.com/communityservices/programs/humanservices/hha.htm](http://www.pbcgov.com/communityservices/programs/humanservices/hha.htm)

Project GEAR Up! Aims to Grow, Empower, Advocate, Reunify and House Youth. This project proposes Palm Beach County (PBC) Continuum of Care (CoC) as the applicant. PBC serves as the lead applicant of the COC for Palm Beach County. PBC oversees the coordination of funding and services for homeless individuals and families. PBC CoC coordinates a community response through a system of homeless providers. This system has been fashioned in response to HUD's priorities of using coordinated entry and assessment to prioritize services with a goal of ending homelessness by providing housing solutions.

The proposed project will utilize the strengths of the applicant as the lead of the CoC with financial capacity, leadership role in the homeless services delivery system and the experience of the current street outreach program. The project is designed to use the TAY-VI-SPDAT assessment tool at program entry to guide delivery of services for youth ages 16-22. In addition, Palm Beach County serving as the HMIS lead, will provide oversight of the HMIS database and financial oversight of the project. The project will provide youth with services including outreach, drop-in center, gateway services and case management to assist youth in transitioning to housing.

## **GEAR Up! Street Outreach Program**

### **Objectives, Outcomes and Need for Assistance**

1.1 The service area for the Street Outreach Program is Palm Beach County, Florida. Palm Beach County, with a population of 1.4 million people extends over 2,386 square miles. The applicant, Palm Beach County Division of Human and Veteran Services (Continuum of Care Lead Agency), currently has one street outreach team that travels throughout the county to engage people experiencing homelessness in parks, abandoned buildings and wooded areas. In 2016, the street outreach team made contact and assessed 186 individuals, placed 55 into emergency shelter and 32 into Rapid Re-Housing beds. The increase in the number of homeless in Palm Beach County continues to climb with the most recent Point in Time County indicating an 11.5% increase in the number of persons on the streets (2017 PIT count = 1,608 persons).

The county's coordinated entry system for the homeless serves individuals and families through two access points- the Senator Philip B. Lewis Center Homeless Assessment Center (Lewis Center) and Street Outreach. Street Outreach is a critical part of the homeless service delivery system which links the homeless to housing and critical services. Street Outreach is particularly important to assist those who will not enter shelter for a variety of reasons or access housing programs to end their homelessness. The outreach team engages those hardest to serve, are fearful of the larger systems and who may not ever seek to enter a system to end their homelessness. As a result, Palm Beach County has organized the county's homeless providers who provide outreach services to work in a coordinated fashion thus increasing the ability to provide comprehensive services throughout the county and engage those who are hardest to reach. Palm Beach County Human and Veteran Services also added an additional Outreach Team to enhance and strengthen coordinated efforts.

During the 2017 Palm Beach County PIT count, 1,608 individuals were counted as homeless and 99 of those were youth ages 18-24. More importantly, the recent data collected through the Homeless Management Information System (HMIS) indicates that 275 parenting youth and 100 unaccompanied youth made contact with the Adult Homeless Navigation System within the last nine months. These numbers represent a 73% increase in the number of youth experiencing homelessness in Palm Beach County.

The Continuum of Care and Human and Veteran Services for Palm Beach County are acutely aware of the continued need for services targeted specifically for youth ages 16 to 22. The increase occurrence in sex trafficking and prostitution is up 54% according to the Human Trafficking Coalition of Palm Beach County and the State of Florida ranks number three in the nation for trafficking activity reported to the National Human Trafficking Hotline. It is estimated that about 2,100 persons in Palm Beach County are being commercially sexually exploited and of that number, 82% are female ([www.1HTC.org](http://www.1HTC.org)). This number does not include the number of youth that are trafficked online. Palm Beach County is particularly vulnerable as persons in drug recovery are easily manipulated by traffickers in the county, particularly Delray Beach, which has the largest recovery community in the country. Perhaps most troubling is the 1,220 plus unregulated half-way houses in the community to which there is no accountability for providing quality care and often discharge residents with no notice if payment isn't received. This fact alone has driven up local crime, including sex trafficking particularly for those under the age of 22.

LGBTQ youth who are homeless in Palm Beach County also face various risk factors while on the streets. The 2014 South Florida LGBTQ Community Assessment Study, conducted

by Our Fund<sup>1</sup>, surveyed South Florida residents in Palm Beach County, Broward County, and Miami-Dade County. The research revealed, “The most significant issue related to LGBTQ youth in all three counties was suicide and or suicide attempts. Other issues related to family, society acceptance, bullying, drug and alcohol abuse and homelessness were in the top responses. It should be noted that the lack of family and society acceptance is one key source of suicide attempts among LGBTQ youth in the nation.”

According to the 2015 Palm Beach County Youth Risk Behavior Survey<sup>2</sup>:

- 57.2% of LGBTQ youth surveyed reported feeling sad or hopeless almost every day, for two weeks or more in a row, in the last 12 months.
- 33.5% of LGBTQ youth surveyed reported having attempted suicide one or more times during the past 12 months.
- 43.1% of LGBTQ youth surveyed reported having seriously considered attempting suicide in the last 12 months, compared to only 15.5% of all youth surveyed who reported having considered attempting suicide.
- 25.1% of LGBTQ youth surveyed reported having been bullied electronically.
- 26.6% of LGBTQ youth surveyed reported having been bullied at school, while 19.2% of LGBTQ youth surveyed reported not feeling safe at school.

**1.2** In response to the growing crisis around addiction, mental health, physical health and risk taking behaviors, Palm Beach County Human and Veteran Services developed an ACT (Assertive Community Treatment) Outreach Team set to launch in August 2017. The ACT team

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<sup>1</sup> Our Fund, <http://our-fund.org/resources/2014-CA-REPORT011815.pdf>, 2014

<sup>2</sup> 2015 High School YRBS Palm Beach County, <http://www.floridahealth.gov/statistics-and-data/survey-data/youth-risk-behavior-survey/>



consists of a Mental Health Specialist, a Substance Abuse Specialist, a Registered Nurse, a Social Worker, an Employment Specialist and Peer Counselors. The ACT team will operate throughout local parks and places known to attract sexual predators and runaways. However, as the needs are assessed for the youth, whether unaccompanied or parenting, it has become abundantly clear that Palm Beach County is in desperate need of a Youth Focused Outreach Team that knows the populations unique needs and characteristics, are trained in Positive Youth Development and Trauma Informed Care and have the ability to engage youth where they are at. The ACT team will interact with the Youth Outreach Team as required to provide crisis stabilization and harm reduction services. Multiple strategies will be used to engage the youth and include:

1. **Community mapping:** This will be done with the current outreach teams, the youth service providers, youth who have experienced homelessness, Child Welfare agencies and the Palm Beach County School District. Mapping will not only identify where the largest population of homeless youth is in Palm Beach County but also identify businesses, public places and transit locations where information can be disseminated regarding outreach targeted at youth.
2. **Creating Safe Spaces:** It is essential for youth to have a safe and supportive environment to allow for relationship building and where youth can begin to work on self-identified needs. There are three such safe spaces or drop in centers being developed and one center in existence. The need for multiple centers is due to the geographic size of Palm Beach County. Within each center, community collaborative partners and staff will be able to address needs such as food, clothing, housing, education, reunification, employment, health and mental health issues, safety issues,

etc. Providing basic needs, ensuring a viable safety plan is in place and creating an environment that is accepting and respectful is essential to the success of the project.

- 3. Develop Community Partnerships and Culturally Competent Staff:** Success with the youth population or the homeless population in general requires partnerships with community agencies and community members. The Homeless and Housing Alliance (HHA), is a member organization of over 85 community agencies. The HHA governs the Continuum of Care as well as funds that support the Continuum of Care members such as Emergency Food and Shelter grants, Emergency Solutions Grant and the State Homeless Grants. The HHA has fully embraced the priority to end Youth Homelessness including the recently awarded 100 Youth in 100 Days campaign, the HHS Transitional Housing for Youth Grant and the Street Outreach Grant. Partners throughout the community are reaching out to other organizations and systems that have not typically been a part of the homeless system but are involved with youth in our community. Systems and organizations recruited include LBGTQ providers, Juvenile Justice providers, Faith-Based Community, the Disability providers and system, and the Youth Leadership Governing Council for Palm Beach County. Cultural Responsiveness is a must for all staff serving populations in South Florida. Culture is a strong part of people's lives. It influences their views, their values, their humor their hopes, their loyalties and their fears. It is essential that staff have an understanding of cultural perspectives if they are to successfully build a relationship with adverse populations. Staff must also be aware of their own bias around cultures. Understanding personal bias and cultural differences can help the team overcome and

prevent racial and ethnic divisions and promote a just and equitable program for youth and the community at-large.

4. **Provide Reunification Services and Housing:** The decision to reunify youth with their family will be the decision of the youth. It is imperative that each youth is heard and that their experiences are taken under advisement before reunification is even attempted. It is important to note that the Youth Teams do not believe that reunification only means reuniting a family under one roof. Reunification may only include the youth and family engaging in activities to rebuild trust and a familial bond. If reunification is desired by the youth, mental health and family counselors from partner agencies will be a part of the reunification process. As previously mentioned, Palm Beach County Division of Human and Veteran Services was awarded one of five national awards to launch the “100 Days 100 Youth” campaign. Within this campaign housing dollars have been identified specifically for homeless youth. Building on the Rapid Re-Housing model currently in use, youth will be appointed a case manager provided for by partner agencies and Palm Beach County will provide the resources for appropriate housing for youth. If a homeless youth is suffering from chronic substance abuse, physical disability, mental disability or HIV/AIDS, the youth will be placed on the prioritization list for Permanent Supportive Housing.
5. **Expand Awareness of Youth Homelessness:** Youth who are homeless, at-risk of sexual exploitation or being sexually trafficked, must be reached not only through outreach but through the use of posters placed in convenience stores, pharmacies, and bus stops; palm size cards will also be placed at places that youth can easily pick

them up, public service announcements will air on TV and radio stations, and brochures will be disseminated during speaking engagements, HHA meetings, at health clinics and emergency rooms as well as the drop in centers.

**1.3** The Youth Focused Outreach Team (YFOT) will target and make contact with a minimum of 150 unduplicated homeless youth between the ages of 16 to 22 annually (roughly 1/3<sup>rd</sup> of homeless youth in Palm Beach County). The YFOT's work will focus on the development of relationships between the team and young people. The initial outreach goal is two-fold: 1) Engage and develop trust with a caring adult 2) Educate and Prevent sexual exploitation and abuse of youth on the streets. The overall goal of the program is to increase homeless youth's sense of well-being and self-sufficiency, connect and build permanent relationships with family members, schools, community and social networks and prevent or reduce sexual exploitation and human trafficking among the youth homeless population.

The following Programmatic outcomes are expected:

1. Reduce risks of homelessness and sexual exploitation by engaging a minimum of 150 youth throughout Palm Beach County.
2. Decrease barriers to services by developing three Drop-In Centers and increasing exposure for the fourth drop-in center (currently in operation) for youth therefore allowing a minimum of 150 youth to be served annually.
3. Increase protective factors for homeless youth as demonstrated by a decreasing risk score on the TAY-VI SPDAT from program entrance to program exit.
4. Decrease homelessness among youth by making housing available to 100 youth.

## **Approach**

### **I. Provide Preventive Services that Enhance Protective Factors:**

2.1 See attached Work Plan and Timeframe Chart (2 pgs. Page 26 & 27)

### **II. Provide for the Delivery of a Comprehensive Youth-Centered Service Model delivered in a Manner Consistent with the Section I, Project Requirements:**

2.2 Street Outreach for Youth will consist of a full-time team of three outreach workers. This team will be a partnership between Families First of Palm Beach County and Palm Beach County Youth Services who utilize Trauma Informed Care and Positive Youth Development and the Division of Human and Veteran Services who specialize in Homeless Outreach and Coordination of Homeless Services. Street youth are mistrusting and are typically not serviced by mainstream service organizations. The Youth Outreach Team will seek out youth based on the mapping process mentioned in 1.2. as we know that youth who are homeless, being sexually trafficked or prostituted will not seek out programs to assist them and must develop trust before services will be accepted. A tailored approach will be used as targeted youth have a wide range of needs and issues and it is essential that the outreach team be responsive to the presented needs. Flexibility is key as youth should feel they can reach out to their outreach worker if they feel unsafe and youth do not operate on a 9 to 5 schedule. Another essential element in outreach is the strong partnership and collaborations built with other service providers. Youth may be more comfortable interacting and connecting with the LBGTQ organizations than with the typical youth serving organizations. Cultural sensitivity is also important as some cultures will only trust other persons from the same culture. Partnerships also differ based on unaccompanied youth or parenting youth. The Street Outreach Workers will focus on relationship and trust building, and provide basic supplies to youth including support, supplies and referrals. The use

of youth drop-in centers will provide a safe space and provide the youth access to collaborative partners such as employment counselors, housing finders, social workers, internet and phone. Youth who are homeless, at-risk of sexual exploitation or being sexually trafficked, must be reached not only through outreach but through the use of posters placed in convenience stores, pharmacies, and bus stops; palm size cards will also be placed at places that youth can easily pick them up, public service announcements will air on TV and radio stations, and brochures will be disseminated during speaking engagements, HHA meetings, at health clinics and emergency rooms as well as the drop in centers.

**2.3** Gateway services will be offered to the youth through the Drop-In Centers. Referrals for essential services will be given during the course of street outreach but gateway services, housing, employment, education and mainstream benefits will be offered, or linked through the drop-in centers. The drop in center staff will accompany the youth to appointment if requested by the youth to ensure linkage is made. Education of services is essential to the youth population as often times they are not aware of what is out there to assist them in their quest to end their homelessness or victimization.

**2.4** The proposed screening and assessment tool to be used during the engagement process is the Transition Age Youth Vulnerability Index Service Prioritization Decision Assistance Tool (TAY-VI- SPDAT) The tool is similar to the VI-SPDAT used for adults and families to prioritize services in the homeless coordinated entry system. The TAY-VI-SPDAT is a streamlined triage tool designed specifically for youth aged 24 or younger and was developed by OrgCode Consulting. It includes 28 questions that can be answered in yes/ no form to determine to the youth's level of acuity to prioritize services. There are 4 sections in the assessment which explore areas of history of housing and homelessness, risks, socialization and daily functioning

and wellness. The questions regarding risk examine areas of potential abuse/ trauma and victimization. The full assessment is attached.

**2.5** A function of the outreach team after establishing a trusting relationship with the youth will be to develop a safety plan with each individual youth. The hope is that the TAY-VI-SPDAT will be used in conjunction with the safety plan so outreach staff have a complete picture or assessment of what is needed. The safety plans may need to be updated daily as the youth gradually progress from street to housing, the ultimate safety plan.

**2.6** Each outreach worker will carry cards and brochures with information about the emergency shelter system and how the youth can contact staff through a phone number 24 hours a day/7 days a week. Additionally, they will be provided with information regarding a text program so youth can text to a number and get a response. This program is in response to the comfort level youth have with texting on phones rather than calling. A call in option will also be available if they do feel more comfortable with calling. Also the card will include the number for the Runaway and Homeless Youth National Hotline. In addition, the Senator Philip D. Lewis Center, Palm Beach County's Emergency Shelter and Coordinated Entry Entrance, is available 24/7 and priority will be given to housing youth who call their outreach worker for immediate placement. The Outreach Worker will also be able to house temporarily in local hotels if youth are apprehensive about entering the adult shelter system.

**2.7** The project will provide comprehensive services including access to housing, medical care and connections to adults designed to assist youth in leaving the streets and making healthy choices. Services will be available through the drop in center that will be developed with this project. All interactions that the outreach team and drop in staff have with the youth will be

housing focused to encourage youth to access housing services and to help youth achieve the goals they identify for themselves.

**2.8** Palm Beach County Human and Veteran Services serve as the lead for the Continuum of Care and is well connected with Systems Providers and shares the HMIS system among several youth providers and systems. The outreach team will go to places where youth keep themselves hidden, such as parks, cars, abandoned buildings, bus and train stations, parking lots, and public storage lockers. The Outreach Team will draw upon the 15 member cross-sector team that has been developed for the 100 Youth 100 Day Challenge. This team consists of many systems including education, child welfare, behavioral health, disabilities, housing providers and homeless agencies. In addition, the team will network with informal community contacts such as community leaders, faith-based organizations and sanitation workers. A coordinated prioritization list will ensure that the team and the systems are aware of the need and the prioritization of homeless youth. Referral will be made throughout the systems of care. Referrals will be tracked in the HMIS system as well as linkages. Case Managers will also utilize case management files to track youth progress, case plans and linkages to other main stream systems.

**2.9** Follow up care for youth who receive shelter services will be done by the Street outreach team until assigned to specific case managers. Currently, the street outreach team meets with shelter staff on a regular basis to review the prioritization list to discuss clients moving from the streets into shelter and housing programs. This same meeting will also be attended by the Outreach Team for youth. The shelter staff will meet weekly with the outreach team for purposes of placement into shelter and to discuss any youth who will be leaving the shelter either to housing or to the streets. This will ensure that outreach staff will aware if a youth returns to the



street so that they can find them and continue to engage with them. Housing case managers will also provide updates on progress through team meetings and also report any youth who has left housing without a destination.

**2.10** This project proposes the development of a youth drop in center (one of four). Drop-in centers assist in centralizing intake and assessment for youth. The drop-in centers will be located in four geographic areas throughout Palm Beach County. One Center is operational and run by a local youth organization. The Drop-In Centers will provide a safe space for youth and also serves as temporary respite from being outdoors, allows the youth to connect through the internet and phones, provides a place to connect with other youth and a place to access services and meet basic needs such as laundry, showers, lockers to keep their belongings safe and regular hot meals. Staff would be stationed at the center for youth to meet with to continue work on their safety plan and harm reduction goals. Also, if youth have not already met with an outreach worker, but came directly to the center, they would be able to have a TAY-VI-SPDAT completed so that they could be assessed and placed on the prioritization list for housing. Other research informed approaches such as trauma informed care and case management would be used in the center to derive the best service plan possible with and for each youth.

The services provided at the drop in center would use the principles of a positive youth development model. Staff are trained so that their interactions with youth would include healthy messages to youth about their bodies, behaviors, interpersonal relationships and interactions. The drop in center would be a designed space specifically to allow for spaces where youth can study, use the internet, phones and also provide spaces for recreation and socialization. Tutors would be available to provide support in increasing literacy competency. Classes would also offer work readiness programs and social skills. Finally, youth would have opportunities to serve others that

come into the drop in center and connect with service opportunities in the community to develop a sense of connection with their community and build self-esteem. Housing plans, safety plans and reunification plans will also be developed at the drop in centers with all youth.

**III. Establish and/or Strengthen Program Administration Requirements with Integration of Comprehensive Services to Address the Needs of the Homeless Youth Population:**

2.11 The Palm Beach county outreach team currently follows established safety protocols when conducting outreach. These protocols will also apply to the youth outreach team. Current protocols include traveling together in groups of two, carrying cell phones and checking in with a supervisor so that their travel plan for the day is known. The team is trained to assess areas and situations for safety before approaching individuals on the street. They first become familiar with an area by vehicle and assess for safety and then engage individuals. Working as a team ensures they are not alone and don't become a victim while conducting outreach. Outreach workers also wear shirts which identifies who they are. They always introduce themselves to those they are interacting with and aim to know everyone they interact with on a first name basis. This allows for easy introductions to new individuals. Another safety measure protocol is to limit the belongings they carry with them so if they need to leave quickly they can and are not targeted for items they are carrying. Staff keep their cell phone on them, not in a separate bag and carry basic supplies like a pen, clipboard with an assessment and a badge. Staff are also trained in basic de-escalation techniques in the case when community members become angry or aggressive. Finally, staff is trained to have situational awareness at all times through observation and getting to know the "gatekeepers" of the community. These gatekeepers are community members who know the neighborhood and the members of the community. Drop in center workers will also receive training in safety protocols.

**2.12** All employees, contractors, volunteers and consultants who have regular and unsupervised private contact with youth will receive a level 2 background check. This expense has been built into the budget. A tracking system of background checks will be maintained to ensure the background checks are updated every 2 years.

**2.13** Currently, the Emergency Shelters have emergency preparedness plans which have been used for sheltering individuals during hurricanes. In 2016, the plans were activated to ensure that no one experiencing homelessness remained on the streets and that the emergency shelters were evacuated to Red Cross shelters in schools. The plans are reviewed on an annual basis and updated as needed. The plan was updated after hurricane Matthew in 2016. The plans detail evacuation routes, security, food, medical supplies and notification of youths' families. These plans are approved by the Palm Beach County Emergency Operation Center.

**2.14** Palm Beach County does not require licensure of shelters. All staff that work in shelters specifically for youth are trained in the Core Competencies of Youth Worker's.

**2.15** Staff will be trained at the start of the project and then on a quarterly basis thereafter. The Continuum of Care has a training calendar for all employees of homeless service providers. These trainings are offered for free or low cost and are held in central locations. Additional training for youth workers will be added to ensure professional development for staff working with youth. Trainings for Outreach staff and youth staff include trauma informed care; positive youth development; harm reduction; Mental Health First Aid; Cultural Competency; Solution Focused Training; and training on the TAY-VI-SPDAT.

**2.16** Palm Beach County Human and Veteran Services serves as the HMIS lead for the Continuum of Care. There are two staff that manage the HMIS system and are responsible for training to new users. At the start of the program, outreach workers will be trained specifically

on how to enter data to enroll clients into a street outreach program and track outreach contacts in HMIS. The current vendor utilized for the HMIS system is ClientTrack. It is set up to track outreach contacts that are conducted in Palm Beach County. The HMIS staff builds programs and tracking around Housing and Urban Developments HUD published HMIS Data Standards.

### **Program Performance Evaluation Plan**

**3.1**All performance evaluation will be conducted through the use of the HMIS system using the RHY program performance standards. The HMIS system, Client Track is set up to capture the necessary data for the use of RHY standards. HMIS data reports will be run weekly and reviewed with staff for data quality and outcomes. Data entered into HMIS will be reviewed by Quality Assurance Staff and shared with Supervisors and frontline staff. Supervisors and front line staff will be educated on the required outcomes and on a weekly basis will be presented with current performance in report format. The report is reviewed in a meeting setting looking at specific client level data to ensure the consistency of data entry across all HMIS users. This model is currently being used in other PBC homeless programs and has proven effective both for data quality and tracking of performance measures. Outcome goals will be set for each quarter and tracked. The report data will be measured against the outcome goals. To ensure continual quality improvement processes, program activities will be adjusted as needed if outcomes are not being met. Since the youth outreach program is part of a larger system of homeless services, adjustments to other parts of the system may need to happen to ensure outcomes of the youth outreach program.

**3.2** The HMIS system supports the Division's performance management. Program level-HMIS data reports are customizable and any data that is collected and entered can be used to build

customized reports. The outreach staff will enter an outreach contact on the day a youth is engaged. Each client has their own custom profile which includes enrollment into programs they have participated in, services which reflect the specific services they have received from each of these programs. Staff enter the data into HMIS using laptops or tablets in the field to ensure accuracy and quick data entry. Once a week a custom report is run which includes client's ID #, their entry date into the program, how many outreach contacts that they have had and their possible entry into a shelter bed in the system or housing bed including Rapid Re-Housing or Permanent Supportive Housing.

**3.3 Data entry and data quality** is always a potential obstacle which is why it is monitored frequently by Palm Beach County's Quality Assurance Manager and the HMIS System Manager. Data quality, including ensuring that all data points are collected, is crucial to determining outcomes and measuring progress in program outcomes. Individual programs are monitored and findings reported to the agency to ensure data integrity. By December 2017 all homeless data by program and agency will be listed in public dashboards on the Continuum of Care website.

**3.4 Logic Model** – See attached Logic Model (2pgs)

#### **4.1 Organizational Capacity**

DHVS has served as the CoC Lead Agency since 2006. The Lead Agency's first efforts related to preventing and ending homelessness began in 2007 during the development of the Ten Year Plan to End Homelessness (Ten Year Plan). During the development of the action steps for the Ten Year Plan, homeless youth were identified as a sub-population with limited resources and access to homeless services. In response, DHVS began collaborating with existing agencies serving youth and strengthening relationships with Child Welfare, Public School and the Juvenile Justice Systems. DHVS has taken the lead to facilitate system meetings related to

preventing and ending youth homelessness, identifying and collaborating for future funding resources.

The CoC is governed by an Executive Committee that includes representation from youth programs and child welfare. The Executive Committee is responsible for ratifying funding decisions and addressing concerns identified by CoC Committees.

The CoC began operation of a Homeless Resource Center (HRC) which serves as the entry point for homeless services for individuals and families including youth. To accomplish this goal, the CoC worked to educate the CoC and the community on the benefits of a central point of access, fostering collaboration among systems, provided in-depth training on the benefits and implications of prioritization, and closed side doors which was important in establishing consistent data collection. The goal accomplished a shift from a, “first come first serve” system of silos to a prioritized coordinated entry system. The CoC adopted SPDAT (Service Prioritization Decision Assistance Tool) as the prioritization tool and established system Standards of Care. Communication and transparency were imperative during this transition to address service delivery barriers. Standards were established using cross system subject matter experts including LGBTQ and youth providers ensuring there were no barriers to youth and met fair housing standards. The CoC engaged and partnered non-HUD funded non-profit agencies and faith-based organizations in the coordinated entry process to ensure a full and comprehensive coordinated system. To strengthen the coordinated system, the CoC coordinated Outreach efforts with multiple cross-system outreach efforts including veterans, behavioral health, healthcare, SOAR and PATH. The coordinated entry system has provided comprehensive performance data to better respond to gaps in services, funding limitations, and the affordable housing shortage. Examples of gaps identified included unaccompanied youth, parenting youth,

LGBTQ, and youth exiting foster care. The CoC convened a Youth Workgroup to address the gaps in conjunction with Child Welfare, Non-Profit Organizations, Faith Based Organizations and McKinney Vento School Liaisons. Recommendations made included establishing a youth drop in center, youth specific coordinated entry and the development of additional housing options.

In 2016, the CoC called together a group together to write a HUD youth demonstration grant. This was the first step that the system took as a whole to begin to implement youth coordinated entry and housing options. Palm Beach County was one of 80 agencies that met the threshold for the grant. As a result of this effort, HUD provided Technical Assistance to the CoC to continue the effort of developing housing for youth.

Palm Beach County is one 1 of 5 communities nationally that was announced in June 2017 to be accepted into the 100-day challenge. The challenge will accelerate efforts to end youth homelessness and will be a community effort to house 100 youth in 100 days and will focus on youth who are at risk of sex trafficking or are currently involved in sex trafficking trade. The challenge is made possible by funding through the Department of Housing and Urban Development and private philanthropic partners. Rapid Results Institute and HomeBase will offer technical support to Palm Beach County for the challenge.

The CoC has also prioritized youth in the 2016 HUD NOFA process and was awarded a new project for Rapid Re-Housing. The new project will start in August of 2017 and will place 12 youth into Rapid Rehousing apartments.

**4.2** The partnering relationship with coordinated systems of care service providers is well established and strong in Palm Beach County. The Continuum of Care has regularly monthly

meetings that often have over 80 agencies in attendance. The regular meeting is a time for service providers to update each other on agency resources. Each meeting allows for a time of networking and problem solving which allows for agencies to connect for specific needs of their clients. Subcommittee meetings occur monthly and provides opportunities for agencies to work together for the common goal of ending homelessness and providing needed services to clients.

**4.3 See attached letters of support and collaboration**

4.4 The street outreach team will continue to operate after the three years of federal funding.

Private funding is continually sought to support programs for youth. There is a growing collaboration and focus on serving youth in Palm Beach County. The 100-day challenge and the planning process for the project to start in August of 2017 has assisted in gaining speed and momentum for collaboration and funding for youth programs. Additionally, Palm Beach County is rolling out Collective Impact around Homelessness in August 2017 and the three target populations are Youth, Veterans and Chronic Homeless. Funding through a variety of sources will be directed to the Collective Impact agenda including outreach and housing for youth.



**Budget and Budget Justifications**

5.1 For the full budget, please see **SF 424A Section B- Budget Categories**

**Line Item Budget:**

Category	Project Admin.	Cash match	Project Match	Funding Sources for Cash and Project Match
	(HHS)	(Applicant)		
Personnel	\$120,000	\$22,222	\$59,800	Palm Beach County Board of County Commissioners (BCC)
Fringe Benefits	\$30,000	\$0	\$20,505	Palm Beach County Board of County Commissioners (BCC)
Travel	\$5,300	\$0	\$0	N/A
Equipment	\$9,000	\$0	\$12,300	BCC, Families First, Palm Beach County Homeless Coalition
Supplies	\$4,000	\$0	\$75,600	BCC, PBC Homeless Coalition, PBC Health Department, Goodwill Industries
Contractual	\$31,700	\$0	\$6,000	State of Florida Dept. of Children and Families, PBC Homeless Coalition, Goodwill Industries
Indirect Charges	\$0	\$0	\$51,250	BCC
<b>TOTAL:</b>	<b>\$200,000</b>	<b>\$22,222</b>	<b>\$225,455</b>	<b>Budget Total = \$447,677</b>
Budget Total			\$447,677	

The following budget narrative is specific to the **Federal Share of Project Costs** for the project, totaling **\$200,000**

***Personnel*** –

Street Outreach Lead 1.0 FTE to be hired - \$40,000

Street Outreach Worker 1.0 FTE to be hired -\$40,000

Street Outreach Worker 1.0 FTE to be hired - \$40,000

***Fringe Benefits:*** fringe rate is 25%. - \$30,000

**Travel:** Travel for this project will be for Youth Outreach staff to attend training in Washington, DC per grant requirements - \$5,300

**Equipment:** The equipment needed for this project includes one (1) 7 passenger van - \$7,200 (includes maintenance) for transportation of youth to shelters and housing facilities and reimbursement of 3 cellular phones for Street Outreach Workers at \$50 per month or \$1,800 annually.

**Supplies:** Include office supplies, sexual transmission precautionary item and food gift cards for engagement purposes. - \$4,000

**Contractual:** The rental of one (1) 2,500 sq. ft. facility that will serve as a Homeless Youth Drop-In Center. 12 month operating costs for Center \$31,700

The following budget narrative is specific to the **Project Match** and **Non-Federal Share of Project Costs** totaling **\$247,677.00**.

**Personnel:**

One FTE Security Guard for Youth Drop-In Center - \$40,000

10% of HMIS Coordinator, Wally Lugo - \$5,000

50% of On-Call Social Worker, Randall Graham - \$25,000

20% Supervisor, Daniel Ramos - \$12,022

**Fringe:**

25% benefits for above personnel - \$20,505

**Equipment:** Furniture for Youth Drop-In Center (\$6,000); Computers \$4,500 (3 x \$1500);  
Toiletries for Youth (\$1,800) = Total \$12,300

**Supplies:** Bus Tickets/Airfare for Youth = \$10,000; Rapid Re-Housing Placement funds  
\$60,000; Educational Supplies \$3,600; Printer \$2,000 = Total \$75,600

**Contractual:** Training for Staff / Peer Counselors \$6000

**Indirect Charges:** 11.448% of total budget for Administration and Fiscal Oversight of Grant =  
\$51,250 These funds will also cover the cost of required background checks for all staff.

**5.2** The Youth Outreach Team and staff will use the HMIS System established and operating under the Lead Continuum of Care Agency, Palm Beach County Division of Human and Veteran Services. There is no cost for HMIS software or training being requested from this grant as it will be provided as a grant match.

**5.3** The Youth Street Outreach Team will consist of three full-time professional **personnel**. Each member of the team specializes in a specific area unique to Homeless Youth. The specialties include Positive Youth Development; Trauma Informed Care; and general Social Work specializing in homelessness. It is imperative to the success of the program to meet the youth where they are and begin to address the issues that have caused homelessness, the trauma that has been occurred prior to and since the youth entered homelessness, and begin to work towards what will lead the youth from homelessness to stability. The cost of three Outreach Staff is \$120,000 (\$40,000 annually per staff member) and the **fringe benefits** are 25%, resulting in a cost of \$30,000. **Travel** has been slated for \$5,300 and will allow two staff people to travel to Washington D.C. to attend the RHY National Grantee Training Conference.

**Equipment** is budgeted for \$9,000 and includes one 7 passenger van to transport Outreach Workers to locations frequented by homeless youth. In addition, the van will serve as the method in which youth will be transported to shelter, mainstream services, health appointments, etc. The cost of the van is \$7,200 annually and includes yearly maintenance. Also in the equipment line item is \$1,800 for cellular phones (3) monthly stipend of \$50. Cellular phones will allow for the youth to contact the Outreach Workers and vice versa thus building trust and allowing for the Outreach Workers to make linkages in the field. The **Supply** line item, \$4,000, and includes food vouchers for youth engagement, sexual precautionary items and office supplies. The **Contractual** line is for the operating cost of the Youth Drop-In Center. The Youth Drop-In Center is a necessity for Street Outreach as it provides a safe space for youth to congregate and also receive a variety of services that will be available at the location. The monthly cost for operations is \$2,641.66.

**5.4 Annual Operating Budget – See Annual Budget & Funding Worksheet**

**5.5 Oversight of federal funds will be ensured through established County policy and procedures.** Palm Beach County Continuum of Care staff are guided by a written grant Administration policy and procedure manual (PPM) which establishes guidelines for grant applications, agreements, reporting and related fiscal functions for funds received from various sources including federal, state and local government.

All sub recipients that receive funding are monitored fiscally and programmatically at a minimum of once a year. Each sub recipient is assigned a fiscal and programmatic manager by the County Division of Human and Veteran Services that oversees contract compliance. Additionally, the county has a written Accounting Policy and Procedure Manual (PPM) that

provides guidelines for the appropriate and consistent management of all financial transactions which is in accordance with GAAP.

The County has a written procurement and payment PPM that establishes guidelines related to procurement and payment processing for sub recipients. Reimbursement requests are entered by sub recipients and then are reviewed by programmatic and fiscal staff for cost allow ability and contract compliance based on funding requirements and approved electronically. All sub recipient line item budget details and reimbursement requests are processed via the county's electronic system called Services and Activities Management Information System (SAMIS).

**Workplan and Time Frame September 2017- August 2019**

Strategy: A street outreach team will engage youth and link to services and a youth drop in center

Outcomes:

1. Decrease risks of homelessness and sexual exploitation by engaging a minimum of 150 youth throughout Palm Beach County.
2. Decrease barriers to services by developing three youth drop in centers and increasing exposure for the fourth drop in center for youth therefore allowing a minimum of 150 youth to be served annually.
3. Decrease youth homelessness by making housing available to 100 youth through the 100 Youth 100 Days Campaign.
4. Increase protective factors for runaway and homeless youth as demonstrated by a decreasing risk score on the TAY-VI SPDAT from program entrance to program exit.

Activities	Timeframe	Benchmarks	Responsible Party
Youth Drop in Center	September 2017- November 2017	Train staff: <ul style="list-style-type: none"> <li>• Positive Youth Development model</li> <li>• HMIS data entry standards</li> <li>• Safety Protocols</li> <li>• Trauma Informed Care</li> <li>• Cultural Competency</li> </ul> Develop Skill class Curriculum  Promote Opening of Drop In Center	Program Supervisor
Youth Drop in Center Programming	December 2017- August 2019	Weekly classes for literacy, work readiness and social skills Counseling and support services Referral and linkage to resources Housing and / or reunification services Monthly Service Opportunities for youth	Drop In center staff
Street Outreach Program	September 2017- October 2017	Hire Staff  Train Staff: <ul style="list-style-type: none"> <li>• HMIS data entry standards</li> <li>• Safety Protocols</li> <li>• Positive Youth Development Model</li> <li>• Trauma informed Care</li> <li>• Assessment Tools (TAY-VI-SPDAT)</li> </ul>	Program Supervisor

		Purchase Hygiene and Food Kits Lease Vehicle for outreach team Promote Outreach Team in community	
Street Outreach Team	December 2017- August 2019	Identify outreach locations in Palm Beach County where youth congregate Conduct outreach and engagement and assessment Link youth to gateway services	Street Outreach Team
Analyze Data and Performance Measures	September 2017- August 2019	Establish Data entry standards and outreach, drop in Center programs in HMIS Review Data weekly Staff data performance weekly	HMIS Staff Program Supervisor Street Outreach Team

Project GEAR Up! Logic Model

Identified Problem	Program Inputs	Program Outputs	Program Activities	Outcome Measures
<p>Youth are homeless and subject to sexual exploitation, trauma and sexual trafficking.</p>	<ul style="list-style-type: none"> <li>• Youth</li> <li>• Trauma Informed Program and Administration staff</li> <li>• Funding Community partners and providers</li> <li>• Drop in Center Facilities</li> </ul>	<p># of youth engaged by Outreach contact</p> <p># of youth assessed with TAY-VI SPDAT</p> <p># of youth served by Drop-in Center #of youth served by Shelter</p> <p># of youth served by Education</p> <p># of youth served by Employment</p> <p># of youth served by Housing -Average duration of engagement</p>	<p>-Develop a street presence through street outreach and engagement to develop relationships with youth.</p> <p>-Refer and link youth to drop in center and community services. -</p> <p>-Develop street presence and credibility.</p> <p>-Develop first name relationships with youth on streets</p> <p>-Provide referrals and intensive outreach support where needed by client (food, papers, housing, group activities, etc).</p>	<p>-Youth will gain knowledge of resources and services available to them through the Street Outreach Program and community partners.</p> <p>-Youth will develop healthy relationships with SOP Staff.</p> <p>-Youth will increase interest and gain motivation in actively participating in drop in center programming.</p> <p>-Youth will set personal goals, aimed at increasing self-sufficiency.</p> <p>-Youth will develop soft skills to aid in self-sufficiency such as communication, conflict resolution, healthy coping skills, and setting personal boundaries</p> <p>-Youth will create networks of support</p>

Logic Model



	<ul style="list-style-type: none"> <li>• Technology – HMIS and texting program</li> <li>• Hygiene and Food packs</li> </ul>	<p>Outreach Team street engagement</p>	<p>-Conduct positive youth development activities at youth - Drop in Center including places to study, recreate, socialize</p> <p>-Classes in work readiness and social skills</p> <p>-Service opportunities in community and at drop in center</p> <p>Shelter Youth in Emergency Shelter</p> <p>-House youth in Rapid Re Housing beds</p>	
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Logic Model

### ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

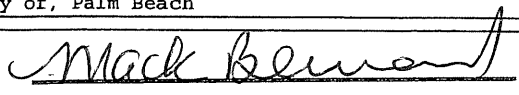
As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

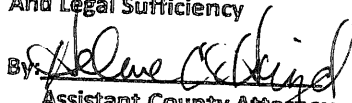
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL  Completed on submission to Grants.gov	TITLE  Commissioner
APPLICANT ORGANIZATION  County of, Palm Beach	DATE SUBMITTED  Completed on submission to Grants.gov

Standard Form 424B (Rev. 7-97) Back

  
Mack Bernard, Commissioner  
District 7

Approved As To Form  
And Legal Sufficiency

By:   
Assistant County Attorney

ATTEST:  
Sharon R. Bock  
Clerk and Comptroller

By: \_\_\_\_\_  
Deputy Clerk

### Project/Performance Site Location(s)

**Project/Performance Site Primary Location**  I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name:

DUNS Number:

\* Street1:

Street2:

\* City:  County:

\* State:

Province:

\* Country:

\* ZIP / Postal Code:  \* Project/ Performance Site Congressional District:

**Project/Performance Site Location 1**  I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name:

DUNS Number:

\* Street1:

Street2:

\* City:  County:

\* State:

Province:

\* Country:

\* ZIP / Postal Code:  \* Project/ Performance Site Congressional District:

**Additional Location(s)**

## Project Narrative File(s)

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\* Mandatory Project Narrative File Filename:

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To add more Project Narrative File attachments, please use the attachment buttons below.

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# DISCLOSURE OF LOBBYING ACTIVITIES

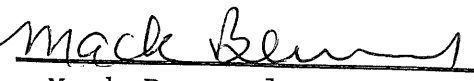
Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB  
4040-0013

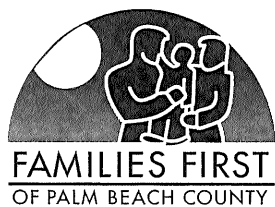
<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: <input type="text" value="Palm Beach County Board of County Commissioners"/> * Street 1: <input type="text" value="301 N Olive St"/> Street 2: <input type="text"/> * City: <input type="text" value="West Palm Beach"/> State: <input type="text" value="FL: Florida"/> Zip: <input type="text" value="33401"/> Congressional District, if known: <input type="text" value="FL: 022"/>		
<b>5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:</b> <div style="border: 1px solid black; height: 50px;"></div>		
<b>6. * Federal Department/Agency:</b> <input type="text" value="Department of Health and Human Services"/>	<b>7. * Federal Program Name/Description:</b> <input type="text" value="Education and Prevention Grants to Reduce Sexual Abuse of Runaway, Homeless and Street Youth"/> CFDA Number, if applicable: <input type="text" value="93.557"/>	
<b>8. Federal Action Number, if known:</b> <input type="text"/>	<b>9. Award Amount, if known:</b> \$ <input type="text"/>	
<b>10. a. Name and Address of Lobbying Registrant:</b> Prefix <input type="text"/> * First Name <input type="text" value="Omar"/> Middle Name <input type="text"/> * Last Name <input type="text" value="Franco"/> Suffix <input type="text"/> * Street 1: <input type="text" value="1275 K St. NW Suite 850"/> Street 2: <input type="text"/> * City: <input type="text" value="Washington"/> State: <input type="text" value="DC: District of Columbia"/> Zip: <input type="text" value="20005"/>		
<b>b. Individual Performing Services (including address if different from No. 10a)</b> Prefix <input type="text"/> * First Name <input type="text" value="Omar"/> Middle Name <input type="text"/> * Last Name <input type="text" value="Franco"/> Suffix <input type="text"/> * Street 1: <input type="text" value="1275 K St. NW Suite 850"/> Street 2: <input type="text"/> * City: <input type="text" value="Washington"/> State: <input type="text" value="DC: District of Columbia"/> Zip: <input type="text" value="20005"/>		
<b>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</b>		
* Signature: <input type="text" value="Completed on submission to Grants.gov"/> * Name: Prefix <input type="text"/> * First Name <input type="text" value="Mack"/> Middle Name <input type="text"/> * Last Name <input type="text" value="Bernard"/> Suffix <input type="text"/> Title: <input type="text" value="Palm Beach County PBC"/> Telephone No.: <input type="text" value="561-355-2207"/> Date: <input type="text" value="Completed on submission to Grants.gov"/>		
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

Attest:  
 Sharon R. Bock  
 Clerk and Comptroller  
 By: \_\_\_\_\_  
 Deputy Clerk

Approved As To Form  
 And Legal Sufficiency  
 By: Wendy C. King  
 Assistant County Attorney

  
 Mack Bernard  
 Commissioner, District 7

<u>Catergory</u>	<u>Project Admin.</u> (HHS)	<u>Cash Match</u> (Applicant)	<u>Project Match</u>	<u>Funding Sources for Cash and Project Match</u>
Personnel	\$120,000	\$22,222	\$59,800	Palm Beach County Board of County Commissioners (BCC)
Fringe Benefits	\$30,000	\$0	\$20,505	BCC
Travel	\$5,300	\$0	\$0	N/A
Equipment	\$9,000	\$0	\$12,300	BCC, Families First, Palm Beach County Homeless Coalition
Supplies	\$4,000	\$0	\$75,600	BCC, PBC Homeless Coalition, PBC Health Department, Goodwill Industries
Contractual	\$31,700	\$0	\$6,000	State of Florida Dept. of Children and Families, PBC Homeless Coalition, Goodwill Industries
Indirect Charges	\$0	\$0	\$51,250	BCC
<b>TOTAL:</b>	<b>\$200,000</b>	<b>\$22,222</b>	<b>\$225,455</b>	<b>Budget Total \$447,677</b>



July 10, 2017

3333 Forest Hill Boulevard  
Second Floor  
West Palm Beach, FL 33406  
(561) 721-2887 Office  
(561) 721-2893 Fax

www.FamiliesFirstPBC.org

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Ms. Wendy Tippett, Director  
Palm Beach County Division of Human & Veteran Services  
810 Datura Street  
West Palm Beach, FL 33401

Dear Wendy,

On behalf of Families First of Palm Beach County, our Board of Directors and Leadership are very excited about the opportunity to support, partner, and collaborate with the Division of Human & Veteran Services as the lead applicant for the *Street Outreach Program* grant. As an agency that has been providing outreach services and trauma informed care since 1990, we endorse these services that are much needed in the County.

Families First is committed to provide street outreach specializing in trauma-informed care which will include the following:

- Assessing for risk of youth for victimization, runaway youth, victims of sexual trafficking as well as those at risk for sexual trafficking
- Development of safety plans
- Providing crisis management and stabilization services
- Crisis management based upon priority of needs
- Specialized services focused on the social emotional wellness incorporating mental health and developmental needs of youth
- Work as an integral partner with the outreach team

Thank you again for the opportunity to partner with Palm Beach County and please feel free to contact me for further assistance at 561-318-4221 or [jswindler@familiesfirstpbc.org](mailto:jswindler@familiesfirstpbc.org).

Sincerely yours,

Julie Swindler, LCSW  
Chief Executive Officer

Stronger Families - Stronger Communities



Families First of Palm Beach County is a 501(c)3 organization and registered with the state of Florida #CH4252. "A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL FREE (800) 435-7352 WITHIN THE STATE. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL OR RECOMMENDATION BY THE STATE."







# ADOPT-A-FAMILY

*of the Palm Beaches, Inc.*

July 10, 2017

Wendy Tippett, Director  
Palm Beach County Division of Human Services  
810 Datura Street  
West Palm Beach, FL 33401

Dear Wendy,

We are proud to support Palm Beach County's Division of Human and Veteran Services' application for the Street Outreach Program grant. Adopt-A-Family of the Palm Beaches regularly collaborates with Palm Beach County and our mission of assisting homeless families with children provides our agency with an opportunity to assist homeless youth with children.

The services we provide to families experiencing homelessness, including youth, are listed below.

- Rapid Re-Housing for families with a head of household under the age of 25
- Emergency shelter/hotel placement for families
- Permanent supportive housing for families experiencing homelessness and living with a disability
- Homeless prevention services
- Afterschool program for elementary school-aged children
- Diversion services to families with children

We are proud to partner with other providers in this endeavor. Please feel free to contact me if you should have any questions.

Sincerely,

Matthew Constantine  
Chief Executive Officer  
Adopt-A-Family of the Palm Beaches, Inc.



*Leaders in helping families help themselves.*

1712 Second Avenue North, Lake Worth, FL 33460-3210  
Phone: (561) 253-1361 Fax: (561) 253-1370  
[www.adoptafamilypbcc.org](http://www.adoptafamilypbcc.org)





**THE SCHOOL DISTRICT OF  
PALM BEACH COUNTY, FL**

**JUNE Z. EASSA, Ed.S.  
DIRECTOR**

**DEPARTMENT OF SAFE SCHOOLS  
C/O LINCOLN ELEMENTARY SCHOOL  
1160 AVENUE N, ROOM 268  
RIVIERA BEACH, FL 33404**

PHONE: 561-494-1569 / FAX: 561-494-1470  
[WWW.PALMBEACHSCHOOLS.ORG/SIS](http://WWW.PALMBEACHSCHOOLS.ORG/SIS)

July 10, 2017

Palm Beach County Department of Human and Veteran Services  
Attention: Wendy Tippett, Director  
810 Datura Street  
West Palm Beach, FL 33401

Dear Ms. Tippett

It is my pleasure to provide a letter of support and a scope of work for the submission of the 2017 HHS Youth Street Outreach Grant. The School District of Palm Beach County, looks forward to our partnership with Palm Beach County and the Continuum of Care to provide the following services for youth in our community that are homeless, at risk of sexual exploitation or a victim of human trafficking.

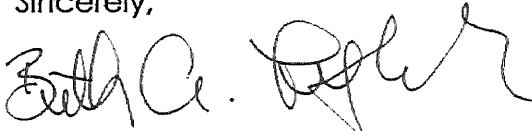
The McKinney-Vento Program (MVP) is designed to provide additional layers of support and services to students experiencing homelessness in grades PreK-12 with the overarching goal of positively impacting overall student success and achievement while ensuring compliance with all aspects of McKinney-Vento federal law. However, for 2017-2018 school year, a special emphasis is being placed on the needs of 11th and 12th grade unaccompanied homeless youth (UHY), and young adults looking to be re-engaged with the educational system. One MVP Case Manager Kelli Kuzniar who is a Licensed Clinical Social Worker has been purposefully assigned to provide the substantial guidance and support needed by the UHY and young adult population who have neither parental support nor the stability of a consistent home. An assessment will be facilitated to evaluate student goals both personally and educationally. Also considered will be the student's journey that led to their non stable living situation, and their current social/emotional needs utilizing a Trauma Sensitive/Trauma Informed approach.

A comprehensive plan of support will be created in conjunction with the student and will be based on their individual needs, and will include the case manager, school guidance and staff, and community supports. The case manager will not only assist these students with navigating the daily high school experience with all that entails, but will also focus on planning for future endeavors such as college, vocational

training, military service, or employment, and related applications, financial aid documents, scholarship applications, etc. The Case Manager will assist students in gaining needed documentation such as State ID, Birth Certificates, entitlement benefits (Food Stamps, Medicaid, TANF, etc.

In a nutshell, Ms. Kuzniar will organize and deliver a continuum of outreach, academic enrichment, advocacy, and enrollment supports to the targeted student population throughout the school year in an effort to see them develop the skills necessary for them to launch successfully into the next post-secondary phase of their life.

Sincerely,



Beth A. Lefler, Specialist, Homeless Liaison  
School District of Palm Beach County  
Department of Safe Schools  
(561) 494-1547



1715 Tiffany Drive East  
West Palm Beach, FL 33407  
Tel: 561.848.7200  
Fax: 561.848.0346  
TDD: 561.848.3806  
www.gulfstreamgoodwill.com

July 10, 2017

Palm Beach County Department of Human and Veteran Services  
Attention: Wendy Tippett, Director  
810 Datura Street  
West Palm Beach, FL 33401

Dear Ms. Tippett,

It is my pleasure to provide a letter of support and a scope of work for the submission of the 2017 HHS Youth Street Outreach Grant. Gulfstream Goodwill Industries (GGI) looks forward to our partnership with Palm Beach County and the Continuum of Care to provide the following services for youth in our community that are homeless, at risk of sexual exploitation or a victim of human trafficking. We appreciate your efforts in bringing much needed services to the vulnerable youth in our community.

GGI is the administrative agency for the Senator Philip D. Lewis Homeless Resource Center (Lewis Center), Palm Beach County's central point of entrance for homeless individuals to receive services. In that role, GGI will manage the Youth Acuity list assuring that the most vulnerable youth are prioritized for available services. Meetings with providers of youth services will be held at the Lewis Center to coordinate housing placement for youth. We will employ a Dedicated Youth Outreach worker. Rooms will be set aside for 8 youth (4 in the male dorm and 4 in the female dorm) at the Lewis Center. \$10,000 will be set aside in the Traveler's Aid program to help youth reconnect with family when appropriate.

In addition GGI will be happy to provide job placement services through our Job Connections. These would include job readiness training including motivation, conflict resolution, time management, organizational skills and resume development. Staff would assist individuals to locate employment leads and learn interviewing skills.

Depending on the individual goals and circumstances of the youth, they may participate in our Good Leaders program where they receive individual and group mentoring; learn how to navigate public transportation through supervised transportation trips; and plan and participate in a Service Learning Project. This important program empowers youth, builds independence and self-esteem, and equips youth with the skills needed in life to pursue post-secondary education and seek and retain employment.

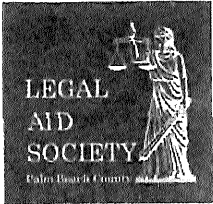
We look forward to the continued work around ending homelessness for youth in our community and are excited about the possibilities that lie ahead as we work collectively as a team.

If further information is needed, please feel free to contact me.

Thank you,

Kathryn Spencer  
VP, Program Services





# LEGAL AID SOCIETY OF PALM BEACH COUNTY, INC.

423 FERN STREET, SUITE 200, WEST PALM BEACH, FL 33401

Ph: (561) 655-8944 • Fax: (561) 655-5269 • 1-800-403-9353 (South & West County ONLY)

[www.legalaidpbc.org](http://www.legalaidpbc.org)

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Denise Rappaport Isaacs, Esq.  
Wilnar J. Julmiste, Esq.  
W. Hampton Keen, Esq.  
Nancy Lambrecht  
Jason D. Lazarus, Esq.  
Ellen S. Malasky, Esq.  
J. Grier Pressly, III, Esq.  
Devin S. Radkay, Esq.  
Matthew Sackel, Esq.  
Robert M.W. Shalhoub, Esq.  
Grasford W. Smith, Esq.  
Rebecca Mercier Vargas, Esq.  
Gary Woodfield, Esq.

July 10, 2017

Palm Beach County Department of Human and Veteran Services  
Attention: Wendy Tippett, Director  
810 Datura Street  
West Palm Beach, FL 33401

Dear Ms. Tippett:

It is my pleasure to provide a letter of support and a scope of work for the submission of the 2017 HHS Youth Street Outreach Grant. The Legal Aid Society of Palm Beach County, Inc., looks forward to our partnership with Palm Beach County and the Continuum of Care to provide the following services for youth in our community that are homeless, at risk of sexual exploitation or a victim of human trafficking.

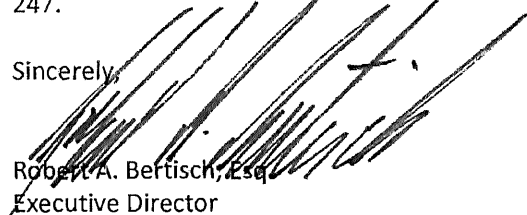
The Legal Aid Society of Palm Beach County was founded in 1949 with a mission of providing equal access to our judicial system to the disadvantaged throughout Palm Beach County. We strongly support Palm Beach County's grant application to the Department of Health and Human Services and agree to provide the following legal aid services to participants at no cost:

- 1) Referring youth ages 18-24 year old who are homeless, including youth aging out of foster care; undocumented youth; and abused, abandoned or neglected youth, to the Youth Street Outreach team.
- 2) Providing assistance with allowable services including housing, individual rights, immigration and education advocacy.

We look forward to the continued work around ending homelessness for youth in our community and are excited about the possibilities that lie ahead as we work collectively as a team.

If further information is needed, please feel free to contact me at (561) 655-8944 Ext. 247.

Sincerely,

  
Robert A. Bertisch, Esq.  
Executive Director

RAB/ns



Additional Funding Provided by Palm Beach County



810 Datura Street • West Palm Beach, FL 33401  
TEL: (561) 355-4663 • FAX: (561) 242-7339  
[www.HomelessCoalitionPBC.org](http://www.HomelessCoalitionPBC.org)

July 11, 2017

Palm Beach County Decision of Human & Veteran Services  
Attn: Ms. Wendy Tippett, Director  
810 Datura Street  
West Palm Beach, FL 33401

Dear Ms. Tippett:

The Homeless Coalition of Palm Beach County, Inc., supports the efforts of the Division of Human and Veteran Services as the lead applicant for the Street Outreach Program grant. We have worked very closely with the Division of Human and Veteran Services, serving individuals and families in our community. The services you provide are a critical component of the services offered to the homeless population in our county.

We are happy to continue to collaborate with Human and Veteran Services. We are proud to partner with you for the Street Outreach Program grant. We will commit to providing (in-kind and monetary if needed) \$6000 for furniture, \$1800 for toiletries and care kits, and \$3,600 for educational supplies.

If you have any questions regarding our support and our willingness to serve as one of your key partners, please do not hesitate to contact me. We look forward to working in partnership and toward our collective efforts to end homelessness in Palm Beach County.

Sincerely,

A handwritten signature in black ink, appearing to read "Marilyn Munoz". The signature is written in a cursive style and is positioned above the printed name and title.

Marilyn Munoz  
Executive Director

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The Homeless Coalition of Palm Beach County, Inc. is a 501(c) 3 tax exempt organization. The Coalition's Federal Employer Number is 65-0125852. A copy of the official registration and financial information may be obtained from the Division of Consumer Services by calling toll free within the state: 1-800-435-HELPFLA (7352) or via the internet at [www.800HELPFLA.com](http://www.800HELPFLA.com). The Registration Number is: CH8175. Registration does not imply endorsement, approval or recommendation by the state. There are no paid solicitors used and The Homeless Coalition of Palm Beach County receives 100% of each contribution.

July 10, 2017

Wendy Tippett, Director  
Palm Beach County Division of Human Services  
810 Datura Street  
West Palm Beach, FL 3340

Dear Wendy,

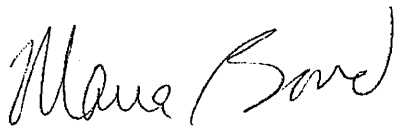
We are pleased to support the Palm Beach County's Division of Human and Veteran Services' application for the Street Outreach Program grant.

Friends of Foster Children regularly collaborates with Palm Beach County and will continue to do so by helping with the Street Outreach Program by providing:

- Clothing
- Hygiene Kits
- Equipment
- Assistance with foster care re-entry
- Support services to drop in centers by creating safety plans, referral and linkage to services, case plans and housing.

We are happy to collaborate with other stakeholders in this venture. Please feel free to contact me if you should have any questions.

Sincerely,



Maria Bond  
Executive Director



July 11, 2017

Wendy Tippett, Director  
Palm Beach County Division of Human & Veteran Services  
810 Datura Street  
West Palm Beach, FL 33401

Dear Ms. Tippett

It is our pleasure to provide a letter of support and a scope of work for the submission of the 2017 HHS Youth Street Outreach Grant. Vita Nova, Inc. looks forward to our partnership with Palm Beach County and the Continuum of Care to provide the following services for youth in our community that are homeless, at risk of sexual exploitation or a victim of human trafficking.

Over the coming year, Vita Nova will be establishing a Youth Drop In Center, to assist with moving homeless youth to housing stability, through creating safety plans, safe spaces, and access to mainstream resources. The Youth Street Outreach would be a valuable partner in assisting with identifying homeless youth and making appropriate referrals and linkage to the drop in center.

We look forward to the continued work around ending homelessness for youth in our community and are excited about the possibilities that lie ahead as we work collectively as a team.

If further information is needed, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Dorla Leslie".

Dorla Leslie  
CFO/COO