Community Counseling Center’s Theodoro Place

In the early 1990s, Community Counseling Center (CCC), a community mental health center in Alton, Illinois, decided that the only way to solve the housing problems faced by its consumers was to develop housing. The community lacked decent, safe and affordable housing for its consumers, most of whom were living on SSI and SSDI. Consumers were living in substandard housing, and being taken advantage of by unscrupulous landlords.

The CCC board president, a visionary named Jeanno Yakubian, lead the board and agency into creating Community Counseling Center’s Theodoro Place Court Apartments, its first HUD 811 supportive housing project for persons with disabilities. The fourteen units opened in 1992. This success was followed by two other 811 projects, Hempel House with eighteen apartments opened in 2001, and Yakubian Manor and Apartments opened its eighteen units in 2004.

By 2000, CCC realized that there was a very large step between homelessness and independent apartments. More than just housing was needed. The solution was housing combined with on-site services. This plan could encourage stability and recovery for 

President Seeks Decreases for HUD Programs

On February 6, the President sent his FY07 budget request to Congress. HUD programs did not fare well. The President proposes to cut HUD funding by 1.8% overall and to make drastic cuts in many key housing and community development programs.

The request would base FY07 voucher funding on three months of data from 2004 plus inflation factors, continuing HUD and Congress’s pattern of not providing some housing authorities with the necessary funding to continue their current voucher programs. The request would cut public housing capital funds by about $300 million, cut Section 811 housing for people with disabilities in half and cut Section 202 housing for the elderly by 26%. The request would also cut CDBG formula grants by 20%. The President proposes an increase of $14 million for the Housing for Persons with AIDS program. The bill would also increase HOME, mostly through increases to"
Illinois Benefits Website

IllinoisBenefits (www.illinoisbenefits.org) is a web-based education, screening and enrollment site designed to keep consumers informed about health-care and other benefits, rights and options in the state of Illinois.

The site’s Consumer Resource Center is especially useful. Navigating the health care and public benefits maze can be daunting. But this site can help you understand your health care benefits, rights and options, and screen you for a wide range of assistance programs.

The Illinois Benefits Consumer Resource Center provides access to

- Medicare Interactive Counselor, a health care counseling and information tool designed to give you the answers you need to make informed decisions about your health, including information about the new Medicare prescription drug benefit and Extra Help.

- BenefitsCheckUp, a screening and enrollment tool that tells you if you are eligible for a variety of assistance programs, such as Extra Help to pay for Medicare prescription drug coverage, state-sponsored prescription drug assistance programs, Food Stamps, housing assistance, and a whole lot more. If you are found eligible for Extra Help, you will be given instructions on how to apply for the various benefits and can then directly proceed to the online Extra Help application.

Law Project Workshops

The Community Economic Development Law Project, a project of the Chicago Lawyers’ Committee for Civil Rights, is offering the following workshops in April for not for profit organizations.

- **April 6, 2006- Now That You’ve Got It, How Do You Keep It?**
  Your organization has 501(c)(3) exempt status but do you know what the ongoing requirements are to maintain the status? Do you know all the annual reporting requirements? If not, this seminar is for you.
  Hosted by Jenner & Block, LLP
  9:00 am – 11:30 a.m.
  Location- Jenner & Block, LLP- One IBM Plaza, 330 N. Wabash St.
  Cost: $30.00

- **April 19, 2006- Officers and Directors Roles and Responsibilities for Nonprofit Boards**
  Co-sponsored with CPAS for the Public Interest
  If you are a current or potential board member or a nonprofit director, attend this workshop to learn the legal concepts that define board member responsibilities under Illinois law.
  8:30 a.m. registration, workshop- 9:00 - 11:00 a.m.
  Location- Illinois CPA Society, 550 W. Jackson St, Suite 900, Chicago, IL
  Cost: $30.00

- **April 26, 2006- How to Run A Board Meeting!**
  Hosted by Latham & Watkins
  Are you a new Board officer? Do you understand your role on the Board? Do you understand the use of motions and resolutions? Attend this workshop to learn how to help make board meetings enjoyable and effective.
  9:30-11:30 a.m.
  Location- Latham & Watkins, Sears Tower
  Cost: $30.00

For additional information or to register contact Jody Adler at 312/939-3638 or jadler@cedlp.org

Homeless Headlines and Homeless Hotline by email

This is self-service only. If you would like to receive Homeless Headlines and Homeless Hotline by email, send a blank email to headlines-hotline-subscribe@yahooogroups.com. When the confirmation message comes, just click on the reply and send buttons in your email program. If your address changes, unsubscribe (headlines-hotline-unsubscribe@yahooogroups.com) and submit a new subscription.

Homeless Headlines

Chairperson, Dwight Lucas
President & CEO,
Dalitso Sulamoyo
Editor, Allan Timke
atimke@icaanet.org

The Illinois Community Action Association has published the monthly Homeless Headlines and the Homeless Hotline since 1991 under contract with the Illinois Department of Human Services.

For a free subscription, contact:

Illinois Community Action Association
3435 Liberty Drive
Springfield, Illinois 62704
Telephone: (217) 789-0125
Fax: (217) 789-0139
www.icaanet.org
HHS Permanent Housing Policy

On January 26, the Department of Health and Human Services (HHS) published a notice seeking comments regarding a proposed change in policy to allow surplus federal property to be used for permanent supportive housing in addition to transitional programs, emergency shelter programs, or any other homeless assistance program currently approvable by HHS.

Under Title V of the McKinney-Vento Act, surplus federal property must be made available, at no cost, to nonprofit organizations or government agencies to serve homeless people. In 1992, HHS limited use of Title V surplus property to emergency shelters and transitional housing with supportive services. Now HHS is proposing to also allow use of Title V surplus federal property for permanent housing with supportive health and human services such as substance abuse, mental health, and disability services. Eligible populations would include homeless individuals, individuals with disabilities, homeless families with a disabled family member, and homeless frail elderly.

When HHS first discussed this proposed change, Maria Foscarinis, executive director of the National Law Center on Homelessness & Poverty, welcomed it but also encouraged advocates to press HHS to not limit the policy change to supportive housing. “Homeless individuals and families need a permanent place to call home, so HHS should allow surplus federal property to be used for permanent housing for all homeless people, those who need supportive services and those who do not.”

The proposed policy change was published in the Federal Register January 26 for a comment period ending February 27, 2006. The notice may also be found at: www.hudclips.org.

More information about the Title V program is available from the web sites of the United States Departments of Housing and Urban Development (www.hud.gov/offices/cpd/homeless/programs/t5/index.cfm) and Health and Human Services (www.psc.gov/aos/federalprop/titleV.html).

Making the Connection

Transition to Adulthood: Services for Young Adults

by Kathryn Nelson and Candace King, DuPage Federation on Human Services Reform

The authors of this column welcome your comments and questions. See contact information at the end of the article.

Agencies often have questions about the availability of mainstream benefits for older teens and young adults. These include a variety of a variety of Federal and state benefit government assistance programs clients may be eligible to receive, including: Supplemental Security Income (SSI); Social Security Disability Income (SSDI); Veteran’s Benefits; Food Stamps, Medicaid; and Temporary Assistance for Needy Families (TANF). Particularly when young adults are homeless, agency staff may ask:

- When can a teen receive benefits without counting parents’ income?
- What if a teen is homeless? Pregnant?
- What if the teen is already included on the parents’ benefits but is no longer living with the parents?

Remember that all of the general eligibility rules apply to older teens and young adults. The IDHS Policy Manual instructs: “Often, there is no difference in policy for teens and others who receive benefits. For example, a teen parent applying for or receiving TANF has the same asset limits as other TANF applicants or clients.” However, sometimes special requirements affect teens’ eligibility for benefits. Readers are encouraged to develop an understanding of the general and special requirements of the programs used by their clients. This article will provide a brief overview of the mainstream benefit programs, focusing on the special situations that often apply to these individuals. For more details, consult official program regulations.

✓Supplemental Security Income (SSI)

SSI is available to persons who are over 65, OR blind OR meet Social Security’s strict definition of disability. For children under 18 who are blind or disabled who live with their parents, the parents’ income is counted when eligibility is determined. After the child’s 18th birthday, the parents’ income no longer counts.

If the young adult lives in the household of another (such as parents) and receives room and board, Social Security will reduce the payment by one-third to reflect the value of the donated room and board. There are exceptions when this reduction is not

(Continued on page 6)
Theodoro Place
(Continued from page 1)

adults who were chronically homeless and mentally ill.

In 2002, CCC applied under the Madison County Continuum of Care for a Supportive Housing Program (SHP) grant from HUD. This grant provides capital, services and operating funds for up to three years for a supportive housing program. The grant requested funding for a twelve unit supportive housing program with intensive services on-site for adults who were homeless and who have a serious mental illness. Once the award notification was received from HUD late in 2002, finding a site for the building, proved to be a challenge. The initial location, on property owned by CCC in Alton, had to be changed due to political issues. After searching and struggling for nearly eleven months, with the help of Madison County, CCC found a site to develop in East Alton. With help from the Village of East Alton, the zoning hurdles were crossed, and community concerns addressed. CCC consumers petitioned the agency to name it Theodoro Place, after its long-term psychiatrist, Dr. Leonidas Theodoro.

Financing for the project came from HUD, a loan from the IHDA Trust Fund, and HOME funds via Madison County Community Development. Total capital costs for the project totaled $1.2 million. Services funding for the project was received from HUD, the State of Illinois Department of Human Services, and Office of Mental Health, and Medicaid.

Ground was broken in December 2004, and the building opened in August 2005. Rent-up was completed by mid-September. Tenants are adults who were homeless and who have a serious mental illness. A third of the tenants have no income, and the remainder live below the poverty level. Roughly half have a co-occurring substance abuse problem in addition to their mental illness. Tenants must be clean and sober. On average, the tenants had lived in one to three shelters during the six months prior to entering Theodoro Place.

Staff is present twenty-four hours per day. During waking hours, there is intensive clinical staffing. The living units are efficiency apartments with a refrigerator, sink and microwave. The facility has a large common area to encourage socialization and participation in group sessions. One meal is provided daily in the common dining area that is prepared in the community kitchen.

On site services include counseling, case management, and advocacy. All tenants must consent to participate in treatment, work, or community service a minimum of fifteen hours per week. A full-time case manager works with each tenant to develop an individualized treatment plan, and to help him or her access benefits and community resources. Support groups and substance abuse treatment are also offered on-site.

Theodoro Place is evidence that communities can work together to find lasting solutions to homelessness. Funded by a combination of local, state and federal sources, it is a true collaboration and a cost-effective way to end chronic homelessness. It isn’t often that a county, city, funders, and non-profit organizations are able to work together to achieve such a noble goal — finding permanent supportive housing for adults who are homeless and chronically mentally ill.

For further information, contact:

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atyree@cccnmc.org
www.cccnmc.org

This article reviews community prevention strategies that reduce the number of homeless people in local areas. Best practices included targeting through control of eligibility screening, developing community motivation, maximizing resources, fostering leadership, and ensuring access to data systems to track progress.

Link: urban.org/UploadedPDF/1000874_preventing_homelessness.pdf

Document Specifications: Long Report Study with an Executive Summary

Strategies for Preventing Homelessness

T
the American Dream Downpayment Initiative, and the McKinney-Vento homeless assistance programs.

**Homeless Assistance Grants**

The FY07 request for homeless assistance grants received a 15.7% increase in funding. The budget requests $1.536 billion, a $209 million increase compared to $1.327 billion provided for FY06. HUD’s budget includes a forthcoming proposal to consolidate its three competitive homeless assistance programs, Shelter Plus Care, Supportive Housing and Section 8 Moderate Rehab Single Room Occupancy into a single program. This new consolidated program will incorporate up to $200 million for the Samaritan Housing Initiative to specifically address the supportive housing needs of chronically homeless individuals. The Samaritan program has been proposed in the past, but Congress has not authorized it. In the request, $24.8 million is provided for the Prisoner Re-Entry Initiative to help individuals leaving prison make a successful transition to community life and long-term employment. These funds will be transferred to the Department of Labor for this program. These two proposals total $225 million of the $1.536 billion requested, $6 million more than the requested increase.

**Tenant Based Rental Assistance**

The President requests a total of $15.920 billion for tenant based rental assistance in FY07. Of that amount, $14.436 billion is for voucher renewals, $1.281 billion is for administrative fees and $47.5 million is allocated for the Family Self Sufficiency Program. The budget request seeks $100 million in FY07 for adjusting rental subsidy allocations because of “unforeseen exigencies as determined by the Secretary” and for portability costs. The amount in FY06 provided for voucher cost adjustments was $45 million.

<table>
<thead>
<tr>
<th>HUD Program</th>
<th>FY04 Enacted (in millions)</th>
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<td>Samaritan Initiative</td>
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**FAO**

Tenants protection vouchers for the relocation and replacement of housing units under lease is funded at $149 million. Historically, tenant protection vouchers have been funded for all units leaving the affordable housing inventory, not just those with current leases. This policy request would lead to the loss of housing assistance as not all units have current leases.

HUD continues to use a budget-based renewal funding formula to determine how much voucher administrators will receive in FY07. Under this system, very old data (data from May, June and July 2004 plus inflation adjustments) are used to determine what an individual housing authority’s voucher renewal needs will be for FY07. Under the President’s request, the voucher funding distribution system of some housing authorities getting too little in funding (because costs have increased greater than the adjustment factor’s HUD has imposed on the 2004 data) would continue in FY07.

If the President’s voucher renewal proposals are enacted, the Center on Budget and Policy Priorities estimates that, “a large minority of public housing agencies would face funding shortfalls in 2007, and be forced to reduce voucher assistance in their communities.”

HUD also continues to argue for the State and Local Housing Flexibility Act, which was introduced in 2005 as H. R. 1999 and S. 771, in order for
Income Disparity Report

The Economic Policy Institute and the Center on Budget and Policy Priorities have published the latest edition of Pulling Apart: A State by State Analysis of Income Trends, demonstrating the growing income disparity between the rich and poor. Unlike past editions, this year analysts Jared Bernstein, Elizabeth McNichol, and Karen Lyons took “near cash” benefits into account when calculating income. For low income Americans, housing vouchers, food stamps, and the Earned Income Tax Credit contribute to the incomes figures. To get a more accurate sense of the highest incomes, capital gains and tax breaks are considered as well.

Including the non-wage benefits, the study found that the average annual income for families in the lowest income group is $16,780 - only $2,660 higher than it was 20 years ago. An inflation-adjusted comparison of incomes in the top and bottom quintile show that the nation’s wealthiest have experienced a 59% increase in income over the past 20 years, while those at the bottom bring in only 19% more than they did two decades ago.

The data is broken down by state, revealing that in 38 states the rich experienced a greater percentage increase in income than the poor over the past 20 years. Eleven states, mostly located in the West and Midwest, reported an equal increase, while in only one, Alaska, did the percentage increase for the poor outpace that of the wealthy. New York, where the average income of the top fifth of the population is 8.1 times that of the bottom fifth, boasts the greatest disparity.

The study points to inadequate increases in the minimum wage, global competition, and a decrease in union membership to explain the stagnant earnings of the poor over two decades of national economic progress. The authors also conclude that without the current system of benefits such as housing vouchers for low income households, the gap between rich and poor would be significantly greater.

The report can be found at www.epi.org/content.cfm/studies_pulling_apart_2006.

Transition

(Continued from page 3)

made. Social Security considers that a recipient is not living in another person’s household when the recipient or, sometimes, living-with spouse:

- Has an ownership or life estate interest in the home;
- Is liable to the landlord for payment of any part of the rental charges;
- Has been placed in the household under a program of protective care such as foster care or adult care;
- Pays at least a pro rata share (see 2143.5, below) of average household operating expenses;
- All members of the household receive public income-maintenance payments; or
- None of the food is provided by the household. You buy or eat all of your meals elsewhere.

Social Security Disability or Survivors Benefits

Social Security Disability or Survivors Benefits are available for teens and young adults under several circumstances.

When a parent of the teen/young adult has lost income because of death, retirement or disability, the eligible child may receive benefits if he/she is:

- Under age 18;
- Under age 19, and a full-time elementary or secondary school student; or
- Age 18 or over, and under a disability (which began before age 22); and
- The child was dependent upon the deceased parent;
- The child is not married;

A child under age 18 is entitled to receive Childhood Disability Benefits if the child meets the definition of disability, and the child’s parent is disabled or deceased and was insured by Social Security at the time of death.

An adult son or daughter, age 18 or over, is entitled to receive Childhood Disability Benefits if he or she:

- Meets the Social Security definition of disability;
- Became disabled before age 22;
- Meets the other requirements for child’s insurance benefits; and
- Is not imprisoned within the U.S. for conviction of a felony.

Note: There is no upper age limit for childhood disability benefits. Disabled adult sons and daughters can qualify on the record of a stepparent or grandparent in some cases.

If a young adult whose parent is receiving Social Security benefits on their behalf moves out of the family home, s/he should inform Social Security of the change so the checks can be redirected.

Veteran’s Benefits

Young adults may be eligible to receive an array Veterans’ benefits if they are veterans themselves, or the eligible survivor of a deceased veteran or dependent child of a disabled veteran. See www.vba.va.gov/Survivors/ for detailed information. Available benefits will vary depending on the reason for the veteran’s disability and other factors.

When the homeless young adult is a veteran, there is a wide array of services and benefit programs available through
they are under 18. This is not true; the key to the situation hinges on whether the young person is living in the home of another family, and does the adult in the home exercise “parental control.”

✓Medical Assistance

Low income teens under age nineteen are often eligible for state medical assistance through one of the KidCare or Medicaid programs. Adults between 19 and 65 must demonstrate that they are both categorically and income eligible by establishing that they are disabled or the parents of children.

Young adults aged eighteen but not yet nineteen can be eligible for Kidcare using only their own income, even if they are living at home with their parents. Parent’s income is not considered for this age group. See DHS policy manual at www.dhs.state.il.us/ts/cfsmm/OneNet.aspx?Item=16487

When a child under 18 is not living in the parents’ home, the parents’ income is not counted and only any income received by the child is counted. These are referred to as “Ribicoff” or “94R” cases.

Pregnant Women: A woman of any age with a medically-verified pregnancy can qualify for medical assistance if her income is fewer than 200% of the federal poverty level. If she is married and her spouse lives with her, he can also qualify. They can qualify in an adult(s)-only 94 or 96 case based on her pregnancy if there are no other eligible dependent children. Her spouse can also qualify for Parent Assist. A pregnant woman living in a private maternity home or a private institution can qualify for Family Assist, if otherwise eligible.

Note: When a pregnant woman is ineligible for Family Assist, determine eligibility for KidCare Moms and Babies. See IDHS policy manual chapter PM.06-09 for KidCare Moms and Babies. The spouse of a pregnant woman is not eligible for KidCare Moms and Babies.

✓Temporary Assistance for Needy Families (TANF)

TANF cash is available to households with minor children (under age 18) who meet income and other eligibility requirements.

Teen Parent: When a teen is also a parent, special requirements apply, particularly when the parent of the teen is also a receiving TANF cash assistance.

Live at home provision: Pregnant women and parents who are under age 18 must live with their parent, legal guardian, or adult relative, or in a maternity home or other adult-supervised arrangement to qualify for TANF assistance for themselves and their children. There are many exceptions to this requirement such as the parent or guardian will not allow the minor and child to live with them or the minor does not want to live with the parent due the parent’s drug/alcohol addiction. See www.dhs.state.il.us/ts/cfsmm/OneNet.aspx?Item=16245 for more information about this requirement.

Candace King is the Executive Director of the DuPage Federation on Human Services Reform for the past 10 years. She has over 30 years of working with human services systems advocacy. Kathryn Nelson is the Public Benefits Program Director with the DuPage Federation on Human Services Reform. Prior to this she worked for 30+ years with the Department of Public Aid and Illinois Department of Human Services. The DuPage Federation on Human Services Reform, a non-profit 501(c)(3) organization focused on advocacy and planning in DuPage County, Illinois and designer and trainer of Making the Connection: A Guide to Accessing Public Benefits. Questions can be directed to knelson@dupagefederation.org or cking@dupagefederation.org.
public housing authorities to have substantial new flexibility to manage the voucher program. NLIHC strongly opposes this legislation.

**Project Based Rental Assistance**

The HUD budget requests $5.676 billion for project based rental assistance for FY07. This is a 12.7% increase from $5.037 billion provided for FY06. HUD officials have stated that this amount will be sufficient to renew all project-based contracts in FY07.

**Housing Opportunities for Persons with AIDS**

The President’s request for HOPWA would increase the program by 4.9% to $300 million in FY07. The funding level for FY06 is $286 million. The budget request includes a legislative proposal to amend the HOPWA authorization legislation allowing HUD to change the current program formula. The current formula distributes formula grant resource by the cumulative number of AIDS cases while the revised formula will account for the present number of people living with AIDS as well as the need for housing in that jurisdiction.

**Community Development Block Grants**

This is the second year that the President’s budget request seeks drastic changes in the Community Development Block Grant program. The request would cut the overall Community Development Fund from $4.178 billion to $3.032 billion. CDBG formula grants would be cut by $3.711 billion to $2.975 billion under the President’s request. Under the request, CDBG would remain at HUD. HUD states that it will: put forth legislation to revise the CDBG allocation formula “to better target funds to communities with the greatest need”; ask that $200 million of CDBG funds be for “competitive challenge” grants; and, devise ways for CDBG to have “clear, measurable goals and community progress indicators.”

The President’s FY06 request for a Strengthening America’s Communities Initiative is still alive in the FY07 request. For FY07, the Administration will seek a common set of performance goals and measures for all federal community and economic development programs.

The FY07 budget request funds the Youthbuild program at $50 million and transfers the program to the Department of Labor for greater coordination with the Job Corps program.

**HOME**

An increase is requested for HOME funding from $1.733 billion to $1.917 billion, including $1.816 billion for formula grants (from $1.690 billion in FY06) and $100 million for the American Dream Downpayment Initiative (ADDI) (from $25 million in FY06). The President requests $39.7 million for the Self-Help and Assisted Homeownership Opportunity program in FY07, which would be a decline from the program’s FY06 funding of $61 million.

**Rural House and Economic Development**

The President’s request again would eliminate HUD’s Office of Rural Housing and Economic Development, for which Congress provided $17 million in FY06.

**Housing for the Elderly**

The request would cut the Section 202 housing program for the elderly cut by 26%, from $735 million to $545 million. Funding for service coordinators would increase from $51 million to $59 million in the request.

**Housing for Persons with Disabilities**

For the second year in a row, the President’s budget request would cut the Section 811 program in half from $237 million to $119 million. Unlike the FY06 request, that allowed no funding for new units, the FY07 request allows up to $15.840 million for new capital advance project rental assistance contracts and up to $14.850 million for incremental tenant-based rental assistance.

**USDA’s Rural Housing Service**

The FY07 rural housing budget requests no funding for the Section 515 rental housing program and the rural rental assistance program, Section 521, would be cut back from $647 million in FY06 to $486 million in FY07.

For further information, contact the National Low Income Housing coalition at the address in **Headlines Directory.**
Grants For Community-Based Health Care

The Robert Wood Johnson Foundation is seeking new community-based approaches to health and health care problems that intersect with social factors and serve hard-to-reach individuals and families. Organizations outside the formal network of health care providers are encouraged to apply for up to $300,000 in grant support.

Due Date: Open
Funding Amount: $300,000

MetLife Affordable Housing Awards

Applications Invited for MetLife Foundation Awards for Excellence in Affordable Housing In partnership with the MetLife Foundation (http://www.metlife.org/), Enterprise Community Partners (http://www.enterprise.org/) offers the MetLife Foundation Awards for Excellence in Affordable Housing. The awards program recognizes 501(c)(3) community-based or regional nonprofit organizations and Tribes or Tribally Designated Housing Entities that excel in property and asset management or provide housing to people with special needs. Awards are presented in two categories: 1) Supportive Housing and 2) Property and Asset Management. The prize money may be used to cover any of the needs of the winning organizations. Applications must be postmarked May 5, 2006.

RFP Link: www.enterprisefoundation.org/metlife/index.asp

Private Resources

The Allstate Foundation
2775 Sanders Rd., Ste F4
Northbrook, IL 60062-6127
Telephone: 847-402-5502
FAX: 847-326-7517
Email: allfound@allstate.com
URL: www.allstate.com/foundation

Contact: Jan Epstein, Executive Director

Areas of Interest: Civil rights; community development; education; higher education; housing/shelter; human services- financial counseling; public affairs; safety/disasters; youth development.

Types of Support: Continuing support; employee matching gifts; employee-related scholarships; general operating support; program development.

Limitations: Giving on a national basis; giving also to regional and national organizations. No support for private secondary schools, international causes, or fraternal or religious organizations. No grants to individuals (except for employee-related scholarships), or for annual campaigns, deficit financing, building funds, capital campaigns, endowments, fundraising events, conferences, films, videotapes, or audio productions, travel funds, athletic events, or teams, bands, choirs, memorials, or medical research.

Application Information: Application form not required. Applicants should submit:

1) Timetable for implementation and evaluation of project.
2) Results expected from proposed grant
3) Name, address, and phone number of organization
4) Copy of IRS Determination Letter
5) Brief history of organization and description of its mission
6) Geographic area to be served
7) Copy of most recent annual report/audited financial statement/990
8) How project’s results will be evaluated or measured
9) Explanation of why grantmaker is considered an appropriate donor for project
10) What distinguishes project from others in its field
11) Listing of board of directors, trustees, officers, and other key people and their affiliations
12) Contact person
13) Copy of current year’s organizational budget and/or project budget
14) Listing of additional sources and amount of support
15) Additional materials/documentation

Initial contact with foundation should be proposal to nearest company facility or to the foundation for national or regional organizations. Only one copy of the proposal is needed. There are no stated deadlines. The board meets March, June, September, and December. Final notification is in 30-90 days.