

July 28, 2010

Dear Colleagues,

It is with great pleasure that we extend this invitation to your agency to submit a letter of interest (LOI) to the Washington Families Fund (WFF) High-Needs Family program. WFF was established by the Washington State Legislature in 2004 in response to the widespread and significant need for affordable housing and supportive services for families experiencing homelessness. In 2007, Building Changes developed a service model for families with high needs and to date, funds 11 organizations providing services to these families and their children.

In this LOI, WFF is making available up to \$1.2 million to be used for support services for high-needs homeless families experiencing multiple barriers to housing. With the current resources available, WFF will be able to fund one to three High-Needs Family projects with an approximate total of 30 units. The objective of the High-Needs Family Service Model is to provide intensive wrap-around services for families that have multiple barriers that make it difficult to stay housed and employed.

Agencies selected for funding will be expected to serve High-Needs Family clients that meet the following criteria:

- Clients with at least **two** of the following barriers: mental health issues, chemical dependency, serious criminal histories and/or histories of trauma/violence, child reunification, HIV/AIDS or other chronic health issues.
- Families must be homeless and fit the definition described in the LOI Response Form.

Preference for application submittal will be given to organizations that meet the following criteria:

- Serving families in counties where no WFF High-Needs Family program currently exists.
- A commitment from the local Public Housing Authority for housing vouchers that will provide continuous rental assistance to clients.
- Established partnerships with Department of Social and Health Services, Department of Children and Family Services, and/or McKinney Vento Homeless Liaisons.
- Ability to operate a minimum of 10 high-needs permanent supportive housing units. Experience operating permanent supportive housing with a harm-reduction model.

Agencies selected for funding also must be willing to participate in a rigorous evaluation, including detailed screening criteria for client admission and extensive baseline and follow-up assessments that are already in use by current WFF grantees.

WFF will commit five years of funding, up to \$7,500 per unit per year. WFF funds can be used only to fund support services provided to families residing in housing units dedicated to the WFF program. The expectation is that agencies will provide a dollar-for-dollar match of services funding. Only other direct funding for services is eligible to count as match to the WFF funds. In-kind services, operating and maintenance funds are not considered eligible matching funds. Each grantee will need to secure housing units and operating subsidies from their local market.

Recognizing that \$7,500 per family is a substantial sum of money for grantees to secure annually, we expect that selected agencies will already have mechanisms in place to bill Medicaid for services and/or have a secure, multi-year commitment from 2163 or other state/local funding that has a reasonable expectation of renewal and specifically targets families faced with chronic illnesses, multiple episodes of homelessness, or other significant barriers to housing stability and economic self-sufficiency.

**If your agency is interested in applying, we ask that you complete the attached [LOI Response Form](#) and [Budget Form](#) and submit them to Building Changes by August 13, 2010.** Selected agencies will then be invited to submit a full application for funding due in September. Agencies will be notified of funding awards in **December 2010**.

If you would like more information about this application and the WFF High-Level Service model, please visit [Building Changes' website](#). Questions may also be directed to Kelly Smith, Grants Specialist via phone: (206) 805-6135, or e-mail: [Kelly.Smith@BuildingChanges.org](mailto:Kelly.Smith@BuildingChanges.org). We look forward to hearing from your agency.

Sincerely,

Emily Nolan  
Grantmaking and Evaluation Manager

Kelly Smith  
Grants Specialist