

2022-23 Supporting College Students Experiencing Homelessness Application Questions and Answers

SBCTC considers answers in the forthcoming Questions and Answers document to be the only official source for answers related to this funding opportunity.

Q1) Regarding the webinar, I couldn't locate the password. Is one required?

A1) A password is not required. Anyone who has the [link](#) to the webinar should be able to attend.

Q2) Are there word/page limits to the grant? Will this be covered at next week's webinar?

A2) When you access the application in OGMS, you will see character limits for each question. We found that the space provided for the 2021-23 funding cycle was adequate for applicants to share thorough yet concise details about proposed plans. Please let us know if this is not your college's experience. Your feedback is always welcomed and helpful toward shaping our processes.

Q3) Is this a competitive grant application, meaning there are limited funds and only a limited number of CTCs who apply will be awarded?

A3) Unlike the 2021-23 funding cycle, the 2022-23 funding opportunity is not competitive. The WA CTC system has received enough funding for all 34 colleges to participate in the SSEH Pilot. If not all 34 colleges chose to participate, there may be an opportunity to submit revised budgets and compete for additional funding for FY23.

Q4) Following the end of the grant cycle, is it expected the grantee sustain operations by absorbing project cost?

A4) Of course, it would be great if the pilot colleges identified services that were able to be sustained beyond the pilot, but it is not a requirement of this funding.

Most importantly, colleges participating in this pilot are expected to provide new accommodations to students experiencing homelessness, report outcomes and identify some potential solutions/recommendations that we can make to the WA State legislature. Hopefully, the information we learn along the way will help us advocate for additional, more long-term resources.

Q5) I am wondering if you can share with me how far back you need the data to go? And, could you share with me some of the data that successful candidates submitted?

A5) We're looking for the most recent needs assessment data you have available and/or a comparison of multiple years data to help establish a trend or ongoing needs that haven't been addressed.

If your college has participated in the #RealCollege Survey, that could be a good place to start. If your college can establish a commitment to understanding students' needs by illustrating

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multiple ways of collecting data over a longer period of time and/or from a more recent time frame than 2019, that would also be of value. All WA postsecondary institutions will have opportunity to participate in a statewide basic needs assessment during fall 2022. We hope that all colleges participating in the SSEH Pilot will also participate in the statewide basic needs assessment process and/or use comparable processes so that prevalence data can be aggregated statewide and be used to advocate for appropriate resources.

- Q6) From my experience, OGMS does not allow for tables. Since OGMS is the only mode to submit the grant, I'm assuming we can't include charts and tables for the grant narrative. Is that correct? Wanted to double check in case there was another method to include tables/charts within the grant narrative. On that note, I assume attachments with charts/graphs would count against the character limit per the respective section.
- A6) OGMS will only allow text inputs. If you would like to include any graphs, tables or charts to support the narrative you have provided in OGMS, please refer to the corresponding attachment in your answer. We caution you to not submit additional narrative as an attachment because that would 1. not be an allowable process for submitting your application's text and 2. would likely exceed character limits.
- Q7) Are staff/benefits part of administration, or separate?
- A7) Staff/benefits may be part of administration or separate, depending on the duties of the staff. For example, staff responsible for administrative duties such as compiling quarterly reports would be reflected under administration (not to exceed 10% of total budget), but staff responsible for case management like providing direct student service and referrals, would not be considered under administration. Administration is essentially for any work that needs to happen regarding managing the funding opportunity itself, such as the quarterly reporting. Case management is the direct support that the team provides to students experiencing homelessness. You could have the same person doing both of the roles, or have separate staff.
- Q8) It looks like salaries/benefits are allowable. Is there a maximum percentage/amount that we can budget for, like Administration (if separate) at 10%?
- A8) This pilot is for providing accommodations to students experiencing homelessness; if case management is one of your accommodations, then salary and benefits are allowable without a specific percentage/amount cap. If you'll be budgeting salaries/benefits for duties that fall under administration, in total you'll want to ensure that administration doesn't exceed more than 10% of your budget. Ideally your college will be providing a variety of accommodations in addition to case management - consider the variety of accommodations you're providing and whether the college has the resources to provide those accommodations or if you need them

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from this pilot. The budget should reflect the variety of accommodations that you're planning to provide to students and what funding you need from this pilot to make that possible. Your college may have matched resources that are helping provide certain accommodations to students experiencing homelessness - please share that in the application and be specific about which accommodations you need from this pilot.

- Q9) FY23 budget must not exceed \$130,000 – is this the absolute max for the fiscal year, or could there be more depending on how many schools apply?
- A9) Yes, the \$130,000 is the maximum budget for the fiscal year. Depending on the number of colleges who apply, the allocation could actually be lower than \$130,000. In the event that for some reason there is more funding available then we'll ask colleges to adjust their budgets, but colleges should proceed with their application within the constraints of \$130,000.
- Q10) Is there a minimum number of students that the funding must serve?
- A10) No, there is not a minimum number of students that must be served with this funding. We're hoping that any college would want to serve as many students as they can identify, whether it's providing direct accommodations on campus or a referral to community resources. The goal is to serve as many students who are experiencing homelessness as possible.
- Q11) Case management services – can you explain more fully 'case management' entails? Does it refer to campus coordinators doing intake/needs assessment, or clinical work?
- A11) Case management services may entail direct student service, intake/needs assessment, referral and handoff to community resources, and student follow-up. Ideally the person tasked with case management is working closely with counseling staff and community counseling resources and is someone with a human services background who is qualified to provide such case management services.
- Q12) Access to short-term housing or housing assistance, especially during seasonal breaks: Is there information or limitations on how this could be provided (contracts with temporary housing agencies/businesses? Vouchers to students? Is direct disbursement to students allowed? For how long would the college be expected to provide assistance)?
- A12) There are not specific limitations as to how colleges provide such assistance. Many of our current pilot colleges contract with housing agencies and businesses, provide vouchers to students, and even provide housing supports in advance of the quarter that the student intends to start (such as helping a fall-start student get grounded in their living situation in

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August before starting school). This is a pilot and colleges have flexibility in how they provide the support, be that a master lease, vouchers, collaborating with housing partners, giving directly to the student the money for rent or to help secure a rental. Students certainly must meet the minimum criteria to receive the support, but once determined eligible then colleges use their discretion and creativity to find solutions in partnership with eligible students.

- Q13) What is the eligibility criteria for who can be served through these funds? I have deduced that students who are homeless and those who were in Foster care at the time of HS graduation, but I am not clear on what qualifies as homeless and if students who are housing insecure can be served and if they can, what qualifies a student as experiencing housing insecurity? I am hoping this means students who do not have the funds to pay for their current rent costs or will be making difficult decision between things like food and rent. Can you help clarify this?
- A13) The eligibility criteria for SSEH is quite broad in that it applies to students experiencing homelessness or housing insecurity, or who were in the foster care system when they graduated high school. Colleges are encouraged to exercise flexible discretion under these criteria. This may include, but aren't limited to, students who do not have the funds to pay their current rent costs, or those who are "couch surfing," who have received eviction notices, or who are receiving time-limited transitional or supportive housing.
- Q14) In addition is it allowable to disburse funds directly to students or should things like rental assistance only be issued directly to the "landlord"? For transportation are gas cards allowable? For these type of costs do they get entered under goods and services on the budget worksheet?
- A14) Yes, it's allowable to disperse funds directly to students. Gas cards are also allowable. Assistance provided, regardless of how, needs to be coordinated with the Financial Aid Office. You'd account for these types of costs on the budget worksheet under Goods & Services for the appropriate Accommodations activity.
- Q15) The data being requested on the application is intimidating for a small college that doesn't have many resources, and we simply don't have robust data around students experiencing homelessness. Is this funding opportunity still accessible for us?
- A15) SBCTC understands that colleges across the system are at very different points in their journeys of supporting students experiencing homelessness. Please include in the application any relevant data your institution can produce, and SBCTC will work to meet colleges where they are.