



PROGRAM DESIGN

HOME-ARP SUPPORTIVE SERVICES PROGRAM

APPLICANT NAME & DATE:

Lawrence County Social Services, Inc. July 19, 2024

Please answer the following in as much detail as necessary. Additional pages may be added and inserted behind this page to respond to street outreach questions. One Program Design form should be completed for each subrecipient/agency to receive assistance.

PROJECT/PROGRAM INFORMATION

1. PROJECT/PROGRAM MANAGER NAME: Kathy Presnar		
2. PROJECT/PROGRAM MANAGER ORGANIZATION: Lawrence County Social Services, Inc.		
3. STREET ADDRESS: 241 W Grant St.		
4. CITY: New Castle	5. STATE: PA	6. ZIP CODE: 16101
7. PROJECT/PROGRAM MANAGER PHONE: 724-658-7258	8. PROJECT/PROGRAM MANAGER EMAIL: kpresnar@lccap.org	9. PROJECT/PROGRAM MANAGER FAX: 724-658-7664

SUPPORTIVE SERVICES QUESTIONS

Please answer these questions before answering the questions for specific Supportive Services activities.

1. Describe in detail the specific services to be provided – Mental Health, Housing Search and Counseling, Transportation, Case Management, Financial Assistance, Short-Term and Medium-Term Financial Assistance for Rent
2. How does your agency participate in Coordinated Entry?
3. How are you connecting members of the qualified populations to services?
4. How do you maintain records of members of the qualified populations you serve?
5. List the objectives, outcomes, and performance indicators for your project.
6. How does your program coordinate with other community service providers?

Please answer the following questions for each Supportive Service for which you are requesting funds:

MENTAL HEALTH SERVICES

1. Describe in detail why your community has a need for Mental Health services.
2. Describe your process of providing Mental Health services.
3. If you do not receive funding for Mental Health services or if you are not fully funded, do you have other means of carrying out this project?

HOUSING SEARCH AND COUNSELING SERVICES

1. Describe in detail why your community has a need for Housing Search and Counseling services.
2. Describe your process of providing Housing Search and Counseling Services.
3. If you do not receive funding for Housing Search and Counseling Services or if you are not fully funded, do you have other means of carrying out this project?

TRANSPORTATION

1. Describe in detail why your community has a need for Transportation Services.
2. Describe your process of providing Transportation Services.
3. If you do not receive funding Transportation Services or if you are not fully funded, do you have other means of carrying out this project?

CASE MANAGEMENT

1. Describe in detail why your community has a need Case Management Services.
2. Describe your process of providing Case Management Services.
3. If you do not receive funding for Case Management Services or if you are not fully funded, do you have other means of carrying out this project?

FINANCIAL ASSISTANCE COSTS

1. Describe in detail why your community has a need for Financial Assistance Costs.
2. Describe your process of providing this type of Financial Assistance.
3. Describe your process for determining who will receive financial assistance services.
4. If you do not receive funding for this activity or if you are not fully funded, do you have other means of carrying out this project?

SHORT-TERM AND MEDIUM-TERM FINANCIAL ASSISTANCE FOR RENT

1. Describe in detail why your community has a need for Short-Term and Medium-Term Financial Assistance for Rent.
2. Describe your process of providing Short-Term and Medium-Term Financial Assistance for Rent.
3. Describe your process for determining who will receive Short-Term and Medium-Term Assistance for Rent.
4. If you do not receive funding for this activity or if you are not fully funded, do you have other means of carrying out this project?
5. What is the maximum amount of time you plan to offer assistance for rent?
6. How will the applicant work to help recipients achieve self-sufficiency?

Supportive Services Questions

1. Describe in detail the specific services to be provided:

Through HOME-ARP funds, LCSS and its partners will provide services to address the immediate and on-going needs of qualifying populations including: Transportation, Case Management, Financial Assistance, Short-Term & Medium-Term Financial Assistance for rent.

The following activities are requested in each service area:

Transportation Services: bus fare (or tickets) for participant's travel on public transportation and mileage for service workers to visit participants or complete housing inspections

Case Management: intake, eligibility, and evaluation, counseling, coordination of services, utilizing Coordinated Entry, obtaining mainstream benefits, information & referrals, developing & monitoring household progress toward goals on an individualized housing & service plan, safety planning, re-evaluations and follow up.

Financial Assistance Costs: application fees, security deposits, utility deposits for gas, electric, water, and sewage; moving costs, first & last month rent, payment of rental arrears

Short-Term & Medium-Term Financial Assistance for Rent: up to 24 months of rental assistance

2. How does your agency participate in Coordinated Entry?

LCSS was the Lead Agency for Coordinated Entry for the Western CoC for 4 years and was instrumental in the original design & development of the Western CoC's Coordinated Entry system. Today, LCSS remains the General assessment center/access site for Lawrence County and participates in the weekly case conferencing and office hours calls for its region. LCSS uses Coordinated Entry for placement into its Emergency Solutions Grant, Supportive Services for Veteran Families Grant, and its six Continuum of Care grants.

3. How are you connecting members of the qualified populations to services?

As a Community Action Agency, LCSS offers a wide variety of services to the public that all program participants are screened and offered. These services include, but are not limited to: transportation, employment, education/GED Services, emergency housing services, food, housing rehabilitation & access, early learning (Head Start, Early Head Start, Pre-K Counts) and Child Care. All program participants are assessed using the same tool examining a variety of social determinants of health. During that assessment, participants are connected to services (LCSS or external) for each area identified as "at risk". Staff are trained in using the COMPASS website in order to assist households with applying for mainstream benefits such as food stamps, medical assistance, cash assistance and LIHEAP. Through Coordinated Entry, LCSS is able to easily refer households to other providers within a 20 county region.

4. How do you maintain records of members of the qualified populations you serve?

LCSS and its contracts maintain digital files as well as documentation within HMIS for clients served. LCSS is in the process of

operationalizing a new database, DocMgt, which will maintain electronic files that match our current client files. This system should be operational during the summer of 2024 and will take the place of our current system. Currently, contractors and LCSS staff scan & upload files onto LCSS server. Client files contain all intake & eligibility documentation, income documentation, documentation of housing crisis, proof of recertifications, case management records, case notes, and property and payment

- 5. List the objectives, outcomes, and performance indicators for your project.**
- 6. How does your program coordinate with other community service providers.**