



Idaho Department of Health & Welfare
Division of Behavioral Health

FY 2019-2020 Projects for Assistance in Transition from Homelessness (PATH)
Subgrant
APPLICATION GUIDANCE

Release Date: January 3, 2020

Application Deadline: January 31, 2020

Applications must be received no later than January 31, 2020, at 5:00 PM Mountain Time. Late applications will not be reviewed. Applications may be submitted via post, delivery, or email.

Submit Applications to:
Division of Behavioral Health
Adam Panitch – State PATH Contact
450 W. State Street – 3rd Floor
P.O. Box 83720
Boise, ID 83720-0036
Email: adam.panitch@dhw.idaho.gov

Background/Introduction

The Projects for Assistance in Transition from Homelessness (PATH) grant is federally funded by the Substance Abuse and Mental Health Administration (SAMHSA) to support service delivery to individuals who:

1. have a Serious Mental Illness (SMI) or co-occurring SMI and Substance Use Disorder; and
2. are experiencing homelessness or at imminent risk of homelessness.

PATH was created as part of the Stewart B. McKinney Homeless Assistance Amendments Act of 1990. The goal of the PATH Program is to reduce or eliminate homelessness among individuals with SMI or co-occurring SMI and SUD who experience homelessness or are at imminent risk of becoming homeless. PATH funds are used to provide a menu of allowable services, including street outreach, case management, and services which are not supported by mainstream mental health programs. PATH services are intended to link a vulnerable population who experience persistent and pervasive health disparities to mainstream and other supportive services. Collectively, these efforts help individuals who are experiencing homelessness and have a SMI to secure safe and stable housing, improve their health, and live a self-directed, purposeful life. Idaho has received PATH funding since 1991.

Purpose

The Idaho Department of Health and Welfare, Division of Behavioral Health (Department) is seeking proposals to provide PATH outreach, engagement, case management, and referral services for eligible adults age 18 and older. PATH services shall include a preference for services to PATH-eligible veterans, individuals experiencing chronic homelessness, and individuals discharging from state psychiatric hospitals.

Award Information

PATH funds are determined annually by Congress and allocated to the 50 states and territories using a formula based on urban populations. PATH funds are intended to support services in areas of the state with the highest concentration of individuals experiencing homelessness. The current Idaho allocation is \$300,000 in Federal dollars and state match of \$100,000. The Department anticipates awarding a single one-year subgrant in the amount of \$195,000. This subgrant is anticipated to be awarded for services within the Idaho Balance of State Continuum of Care. (One subgrant of \$195,000 has already been awarded for services within the Boise City/Ada County Continuum of Care.)

This is a one-year federally-funded subgrant with no guarantee of continued funding from one year to the next. Continued PATH funding is contingent upon the federal PATH award received by the State. The Department reserves the right to adjust funding allocations to PATH providers due to:

- Increase or decrease in the federal award;
- Appropriation of funds by the Idaho State Legislature;
- Lack of successful implementation of PATH program; or
- PATH provider's inability to meet PATH goals.

Please see the Budget section starting on page ten (10) of this document for additional information regarding allowable budget items, budget breakdown, and other funding information.

The source of PATH funds is a grant made available to states by the Department of Health and Human Services (HHS) and SAMHSA. The PATH grant, Catalogue of Federal Domestic Assistance (CFDA) No. 93.150, is authorized via Section 521 et seq. of the Public Health Services (PHS) Act.

Award Amount

The Department anticipates awarding a single one-year subgrant. The subgrant is not to exceed \$195,000. This subgrant is anticipated to be awarded for services within the Idaho Balance of State Continuum of Care.

Timeline

Applications Available: January 3, 2020

Applications Due: January 31, 2020

Award Notification: no later than February 15, 2020

Anticipated program funding start date (pending receipt of funds): March 6, 2020

*The subgrant is effective on the date of execution when all required signatures are obtained.

Therefore, activities funded by this subgrant may not occur until after the subgrant is fully executed.

Eligibility Requirements

Eligible Applicants

Applicants must be non-profit entities registered with the Idaho Secretary of State. Applicants must provide a DUNS number and an EIN.

Service Scope

The PATH Program provides an array of services with a primary focus on providing street outreach, case management, and services which are not financially supported by mainstream services and/or behavioral health programs. PATH funds may only be utilized as specified and only for adults who a) have a Serious Mental Illness (SMI) or co-occurring SMI and Substance Use Disorder; and b) are homeless or at risk of becoming homeless. The goal of the PATH Program is to outreach, refer, and assist with transitioning PATH-enrolled individuals to community mental health services and housing.

PATH Providers are required to enter data about individuals that have been outreached to and enrolled in PATH services into the appropriate Continuum of Care's Homeless Management Information System (HMIS). Data entry requirements for HMIS are outlined in the Department of Housing and Urban Development (HUD) PATH Program HMIS Manual, which can be found at:

<https://www.hudexchange.info/resource/4446/path-program-hmis-manual/>.

PATH Provider staff may deliver the following services:

- Outreach
- Case Management

- Screening/Engagement
- Residential Supportive Services
- Housing Eligibility Determination
- Referrals*
- Transition to Community Mental Health Services

Outreach

Services provided in the Idaho PATH Program begin with Outreach, which is conducted where PATH-eligible individuals can be found (e.g., streets, camps, by rivers, parks, shelters, library, churches, soup kitchens, etc.). PATH outreach includes observing individuals who appear to be experiencing homelessness and whose behavior, speech, dress, or affect appears to indicate the presence of serious mental illness or co-occurring disorder as defined in Appendix A: Definitions. Individuals with a substance use disorder only do not qualify for PATH. Outreach is to be conducted in-person and does not include telephone contact.

Screening/Engagement

PATH staff meet in-person with a prospective PATH participant to determine if the individual qualifies for PATH services and how their needs may be addressed through the PATH program. This may be referred to as the date of engagement in HMIS.

PATH Enrollment and Service Delivery

A PATH-eligible individual may become enrolled in the program when the individual and the PATH provider staff have mutually and formally agreed to engage in services and the provider has begun a PATH record for that individual. PATH provider staff are required to open a PATH record and enter specific information on each PATH participant in the appropriate Continuum of Care's HMIS.

Case Management

PATH case management assists PATH participants with accessing housing and resources needed to maintain housing, increase helpful social and natural supports. It consists of planning, coordinating services, and following up to monitor progress. Case management typically occurs face-to-face and is customized to the needs and wishes of each individual participant. Case management begins with a written case plan, which is continually updated to document progress. PATH Case Management is limited to the following activities:

- Applying for and then acquiring income support services, housing assistance, food stamps, SSI, SSDI, Veteran's benefits, Medicaid, Medicare, healthcare/insurance, etc.
 - Complete and submit Supplemental Security Income and Social Security Disability Insurance Outreach, Access, and Recovery (SOAR) applications and enter SOAR application data in the SOAR Online Application Tracking (OAT) database. Online training for SOAR is available at <http://healthandwelfare.idaho.gov/Medical/MentalHealth/AdultMentalHealth/SOAR/tabid/1646/Default.aspx>.
- Assist with gaining a representative payee and/or guardian.

- Referrals to and utilization of primary health services, job training, educational services, and housing services.
- Work with PATH participant and service providers to coordinate plans, resources, and services to ensure the person becomes/stays housed. This includes helping the participant obtain a reliable source of funding for ongoing housing expenses.
- Coordinate warm handoff to services in a way that helps the person obtain access to and participate in other services.
- Obtain the skills, resources, tools, and assistance to become/remain housed.
- Assist PATH Participants with gaining access to and utilizing community mental health and substance use disorder treatment services. (Note: PATH funds may not be used for these services.)

Residential Supportive Services

PATH-enrolled individuals are provided supportive services that assist them in practicing the skills necessary to maintain a residence in the least restrictive community-based setting possible.

Housing Eligibility Determination

PATH provider staff assist PATH participants with finding and maintaining an appropriate community-based housing situation that is in the least restrictive setting possible. PATH provider staff must be familiar with the types of public/subsidized housing available, as well as the financial and other requirements to enter it.

*Referrals

It is expected that the organization receiving PATH funds has the resources and community connections to offer assistance to individuals served by PATH in obtaining the following:

- Community Mental Health Treatment
- Substance Use Disorders Treatment
- Primary Health/Dental Care
- Housing
- Income Assistance
- Employment Assistance
- Medical Insurance

A PATH referral is recorded in HMIS every time a referral is made. A referral has been attained once the PATH-enrolled participant begins receiving PATH services.

Transition to Community Mental Health Services

The goal of PATH is for PATH-enrolled individuals to be transitioned from homelessness or risk thereof to community-based mental health services and housing. PATH provider staff are expected to provide PATH-enrolled individuals with referrals/warm handoffs to appropriate agencies to assist them in transitioning to community-based mental health and other necessary services from PATH outreach and case management services. This requires that the PATH provider staff are familiar with and establish

working relationships/agreements with those agencies statewide, including educating those agencies on the PATH program and services.

Programmatic Requirements

Collaboration with HUD Continuum of Care (CoC)

The PATH Provider shall have participation in the local CoC to bring awareness to and advocacy for individuals with SMI who are experiencing or at risk of homelessness. This includes participation in the annual Point in Time (PIT) Count. Due to the nature of PATH work, PATH Outreach workers are an asset to this event because of their knowledge of people who are living on the streets, where they may be located, and assisting with including them in the count. PATH staff are also highly encouraged to attend CoC meetings, planning sessions, and participate on subcommittees.

Coordinated Entry

The PATH Provider staff shall be aware of and work with the Coordinated Entry Systems in Idaho. Each CoC has a Coordinated Entry System, which provides a centralized approach for persons experiencing homelessness or at risk of homelessness to be assessed at an identified access point to evaluate their needs and become connected with organizations that address those needs directly. Coordinated Entry serves as a single point for people to get in a prioritization queue instead of having to go around to multiple housing and service providers and get on multiple waiting lists. Those with the greatest need or who have been homeless the longest move to the front of the line.

HMIS

The PATH Provider staff are expected to collect and enter PATH outreach, client participation data, and case notes in the local Homeless Management Information System (HMIS). Participation in HMIS provides a platform for coordinating care and improving client access to mainstream programs and housing resources. This practice is effective in reducing duplicative intakes by numerous agencies within the CoC, thus increasing overall productivity and reducing service costs. Additionally, it helps enhance service providers' understanding of the needs of their clients.

The PATH Provider staff are required to accurately and completely enter every PATH encounter and case management activities within five (5) working days. HMIS fees may be included in the PATH budget. The HMIS lead agency for the Balance of State Continuum of Care is the Idaho Housing and Finance Association, and the HMIS lead agency for the Boise City/Ada County Continuum of Care is the Institute for Community Alliance.

Reporting

Required reports/data elements to be submitted to State PATH Contact monthly:

- PATH HMIS report from each HMIS
- PATH HMIS training topics and attendance record
- Other PATH-related trainings that took place
- State Hospital referrals to PATH and outcomes
- Number of PATH participants referred to and attaining housing
- Number of PATH participants referred to and attaining community mental health services

- Number of PATH participants referred to and attaining community substance use disorders services
- Number of persons outreached
- Number of persons screened for PATH
- Number of PATH participants receiving Case Management
- Number of PATH participants who obtained housing
- Number of SOAR applications completed on behalf of PATH participants

Required reports to be submitted via PATH PDX and/or HMIS annually:

Annual data reports for activities funded by PATH are required on or before January 31 of each year following the federal grant award. Reporting guidelines will be distributed to State PATH Contacts approximately two months prior to the due date of the report. The data required for this report includes some information related to budget and number of staff supported by the PATH program, which is not collected from HMIS, in addition to program-specific data that is collected in HMIS (number of persons served, services provided, referrals provided and attained, outcomes, and demographics). The most recent PATH Annual Report Guidance Manual can be found at:

https://pathpdx.samhsa.gov/UserFiles/PATHAnnualReportManual_Final.pdf.

Performance Standards and Expectations

All SAMHSA grantees are required to collect and report certain data so SAMHSA can meet its obligations under the Government Performance and Results Act (GPRA). The current GPRA performance reporting requirements for PATH are:

- Percentage of enrolled homeless persons in the Projects for Assistance in Transition from Homelessness (PATH) program who receive community mental health services.
- Number of homeless persons contacted.
- Percentage of contacted homeless persons with serious mental illness who became enrolled in services.
- Number of Projects for Assistance in Transition from Homelessness (PATH) providers trained on SSI/SSDI Outreach, Access, and Recovery (SOAR) to ensure eligible homeless clients are receiving benefits.

In addition, SAMHSA requires states to report the following three outcome measures:

- Number of persons referred to and attaining housing.
- Number of persons referred to and attaining mental health services.
- Number of persons referred to and attaining substance abuse treatment services.

Deliverables

The table below details the number of participants expected within each PATH subgrant to receive each of the indicated services:

| PATH-Funded Service/Outcome | Number to be served/ Outcome reached |
|---|---|
| Street Outreach | 250 |
| PATH Enrollment | 150 |
| PATH clients receiving community mental health services | 125 |
| PATH clients attaining housing/housing assistance/homeless prevention | 60 |
| PATH clients assisted with completing SOAR Application | 12 |

Provider Qualifications and Capacity

PATH provider agencies must meet the following criteria:

- Have a history of providing services to individuals who have a serious mental illness or co-occurring substance use disorder and who meet the definition of literally homeless.
- Have experience connecting individuals with permanent housing and supports.
- Have experience working with individuals meeting PATH eligibility and have experience or comfort conducting outreach in outside locations such as the streets, woods, parks, under bridges, or abandoned buildings.

PATH Key Personnel

The positions, the responsibilities, and experience/qualifications below are required for the fulfillment of this PATH subgrant.

Each subgrant will fund a team of at least two people to deliver PATH services.

PATH Program Manager [One (1) FTE for this subgrant]

Responsibilities: The PATH Program Manager will direct and coordinate activities of the PATH Team. The PATH Program Manager is responsible for making certain that all staffing goals are met and that the PATH Team meets requirements set forth by applicable state, federal, and grant guidelines. This includes participating in outreach activities, providing PATH services as required, identifying and coordinating PATH-related trainings, closely collaborating with the appropriate HMIS Administrator, and ensuring that PATH-related data reporting is monitored on an on-going basis to maintain accuracy and timeliness.

Experience/Qualifications:

- Prior supervisory experience and the ability to mentor and maintain appropriate professional boundaries with staff and participants.
- Problem-solving skills.
- Organizational and management skills related to data collection, monitoring and reporting.
- A demonstrated relationship-building capacity with a variety of diverse organizations.
- A Bachelor's degree in a related field is required and a Master's degree in a related field is preferred.
- A solid understanding of the recovery process.
- Awareness of housing issues and resources in Idaho.
- Awareness of mental health issues and resources in Idaho.

- Awareness of SOAR application process.
- Computer skills including experience with email, internet, and Microsoft Word and EXCEL.
- Pass a fingerprint criminal history background check at the Subgrantee's expense. This is a mandatory requirement and documentation must be provided to the Department prior to actual provision of services.
- Preferably have access to a reliable vehicle or transportation for independent travel.
- Possess a valid driver's license. This is a mandatory requirement and documentation must be provided to the Department prior to actual provision of services.

PATH Program Specialist [Two (2) FTEs for each subgrant]

Responsibilities: The PATH Program Specialist is responsible to conduct street outreach and engagement, and enrollment of individuals who meet PATH criteria and wish to receive PATH services. The PATH Program Specialist shall collect required HMIS data on the PATH services they provide. The PATH Program Support Specialist is responsible to work with PATH participants toward the goal of transitioning into community services (e.g., mental health, primary health, etc.) and permanent housing.

Experience/Qualifications:

- A High School Diploma or G.E.D. is required and a Bachelor's degree in a related field is preferred.
- Individuals certified as a Peer Support Specialist in the State of Idaho may also be considered: <https://healthandwelfare.idaho.gov/Medical/MentalHealth/PeerSpecialistsFamilySupportPartners/tabid/2935/Default.aspx>. Employing a certified Peer Support Specialist is not a mandatory requirement, however it is an excellent practice for increasing engagement during street outreach. Peer Support Specialists must provide documentation of their certification to the Department prior to actual provision of services.
- Pass a fingerprint criminal history background check at the Subgrantee's expense. This is a mandatory requirement and documentation must be provided to the Department prior to actual provision of services.
- Basic computer skills including experience with email, internet, and comfortable with learning and utilizing HMIS.
- Preference may be given to Certified Peer Support Specialists who have lived experience with homelessness.
- Preference may be given to individuals who are SOAR certified.
- Preferably have access to a reliable vehicle or other transportation for independent travel.
- Possess a valid driver's license. This is a mandatory requirement and documentation must be provided to the Department prior to actual provision of services.

Staff Training

It is expected that PATH staff receive training on an ongoing basis for continued growth and skill development. The following training is required annually for PATH staff:

- Introduction to PATH (provided by State PATH Contact)
- Data entry and reporting

- Motivational Interviewing
- Trauma-Informed Care
- Cultural and Linguistic Competency
- Maintaining professional boundaries/self-care
- SOAR Application training (as available/necessary)

Other training topics (including those listed in IDAPA Rule -

<https://healthandwelfare.idaho.gov/Medical/MentalHealth/PeerSpecialistsFamilySupportPartners/tabid/2935/Default.aspx>) may be added with prior approval from the Department.

Budget

Allowable Costs

PATH funds support the salaries and fringe benefits for the indicated number/positions of staff on the PATH team, as well as other costs necessary to support the program (e.g., training, cell phones, and transportation costs required to access and engage potentially eligible PATH adults). The PATH application requires a Budget Narrative describing how PATH funds will be used. Only those costs identified on the approved PATH Budget Narrative will be reimbursed. Use of PATH funds for individuals not enrolled in PATH is not allowed except for the conduct of outreach to determine potential PATH eligibility. The full PATH allocation must be expended by the end of the contract period.

Limitations and Restrictions

- PATH funds must be used for purposes described in this document.
- PATH funds awarded in this subgrant may not be used for utility assistance, to pay turn-off notices, to pay application fees, or rental assistance.

PATH funds may not be expended for the following:

- To support emergency shelters;
- For inpatient psychiatric treatment;
- For inpatient substance abuse treatment;
- To make cash payments to intended recipients of mental health or substance abuse services;
- To pay for the purchase or construction of any building or structure to house any part of the grant program;
- Any lease arrangements in association with the proposed project utilizing PATH funds may not be funded by PATH beyond the project period nor may the portion of the space leased with PATH funds be used for purposes not supported by the grant;
- To purchase food, groceries, or meal/restaurant coupons or any other gift cards;
- To purchase items for the PATH Program Offices such as paper plates, paper cups, coffee filters, water, or plastic utensils; or
- To purchase household items or furniture.

Invoicing and Reimbursement

Upon execution of the subgrant, the Subgrantee shall submit to the Department a monthly reimbursement request for services rendered the previous month. The reimbursement request shall accompany monthly reports that demonstrate PATH services provided during the invoicing period. Payment shall be made based on actual expenditures made in accordance with the approved budget on file with both parties and reported on the monthly expenditure report submitted by the Subgrantee.

Budget Table

| Personnel | | | | |
|---|---------------|-----------------|--------------------|----------------------|
| PATH Position | Annual Salary | PATH-Funded FTE | PATH-Funded Salary | Total Projected Cost |
| PATH Program Manager | | | | |
| PATH Program Specialist | | | | |
| Total Personnel Costs | | | | |
| Fringe | | | | |
| Fringe Benefits Position | Annual Salary | PATH-Funded FTE | PATH-Funded Salary | Total Projected Cost |
| PATH Program Manager | | | | |
| PATH Program Specialist | | | | |
| Total Fringe Costs | | | | |
| Equipment (article of nonexpendable, tangible personal property having a useful life of more than one year) Supplies | | | | |
| Category | Item | Per unit cost | Number | Total |
| Equipment | | | | |
| Supplies | | | | |
| Total Equipment and Supplies | | | | |
| Travel, Training, and Fees | | | | |
| Category | Description | Per unit cost | Number | Total |
| Staff Travel and Training | | | | |
| HMIS/CoC Fees | | | | |
| Total Travel, Training, and Fees | | | | |
| Administrative and Indirect | | | | |
| Total Administrative and Indirect | | | | |

Application Submission, Evaluation, and Award

Format and Contents

Applications are limited to twenty (20) pages, including the Budget Table. Appendices are excluded from the page limit. Applications that exceed the page limit will not be reviewed.

Margins must be at least one (1) inch at the top, bottom, left, and right sides. Please left-align text and use 1.0 line spacing. Acceptable font types and sizes are Calibri 12, Times New Roman 12, or Arial 11.

Pages must be numbered consecutively from the Project Summary through the appendices using the format page # of #. Handwritten numbering is acceptable.

If you choose to submit via hard copy, submit two (2) copies of your application on 8 ½" X 11" white paper. Do not bind or staple the application.

Contact Adam Panitch at 208.334.4916 or adam.panitch@dhw.idaho.gov for questions and assistance regarding the application and submission process.

Submission Requirements

Applications must be received by the Division of Behavioral Health no later than: January 31, 2020, at 5:00 PM Mountain Time.

Applications may be submitted by post, hand delivery, or email. Applicants submitting via email must include a face page that is signed and scanned. It is strongly encouraged that you contact the office to confirm receipt of your submission.

Address:

Division of Behavioral Health
Adam Panitch – State PATH Contact
450 W. State Street – 3rd Floor
P.O. Box 83720
Boise, ID 83720-0036

Phone: 208.334.4916

Email: adam.panitch@dhw.idaho.gov

Evaluation

Applications shall include a completed Face Page and complete responses to each item in the PATH Subgrant Application. Each application will undergo an initial review to determine accurate completion. An incomplete application will not be submitted for the final review process.

Using the point values assigned to each application element, a review committee will evaluate accurately completed applications. The Department reserves the right to fund one program, multiple programs, or none of the applications received.

Preference will be given to agencies with a) infrastructure to support the grant, b) experience in outreach to persons who are homeless, and c) historic service to people who are impoverished and/or experiencing SMI and/or SUD.

Award Process

Applications are evaluated and awarded by the Division of Behavioral Health. Once an award decision has been made, two (2) copies of the subgrant will be sent to the applicant for review and signature. Once reviewed and signed, the subgrant must be sent back to Idaho Department of Health and Welfare, Contracting and Procurement Services Unit (CAPSU). When the subgrant is fully executed, a signed original will be returned to the applicant. Activities cannot be initiated until the subgrant is fully executed.

NOTICE: The PATH program is funded through a federal grant. The federal Funding Opportunity Announcement (FOA) for PATH is typically published each Spring. If major changes occur from one year's FOA to the next, the State PATH Contact may request revisions to proposals received on this RFA or work with the awardee(s) to ensure that all federally-required elements are addressed.

Appendix A: Definitions

Serious Mental Illness (SMI): Any of the following psychiatric illnesses as defined in Idaho Administrative Code – IDAPA 16.07.33 and by the American Psychiatric Association in the Diagnostic and Statistical Manual of Mental Disorders, (DSM-5) for persons ages 18 or over:

- 1) Schizophrenia spectrum and other psychotic disorders;
- 2) Bipolar disorders (mixed, manic, and depressive);
- 3) Major depressive disorders (single episode or recurrent);
- 4) Obsessive-compulsive disorders.

Co-occurring Serious Mental Illness and Substance Use Disorder: Individuals who are dually diagnosed with at least one serious mental illness (see definition above) and an alcohol and/or substance use disorder, where the mental disorder and substance use disorder can be diagnosed independently of each other.

Individual Experiencing Homelessness: An individual who lacks housing (without regard to whether the individual is a member of a family), including an individual whose primary residence during the night is a supervised public or private facility that provides temporary living accommodations and an individual who is a resident in transitional housing.

Imminent Risk of Becoming Homeless: Persons within the target population who would not be able to maintain a housing situation without PATH assisted services, including persons who are

- 1) being released from an inpatient or criminal justice institution; or
- 2) evicted from their residence who either do not have other permanent accommodations or who need assistance to access permanent accommodations. Situations include individuals in a doubled-up living arrangement where the individual's name is not on the lease, living in a condemned building without a place to move, arrears in rent/utility payments, having received an eviction notice without a place to move, living in temporary or transitional housing that carries time limits, or being discharged from a health care or criminal justice institution without a place to live.

Homeless Management Information System (HMIS): local information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness. Each Continuum of Care is responsible for selecting an HMIS software solution that complies with HUD's data collection, management, and reporting standards.

Coordinated Entry: Each Continuum of Care in Idaho has implemented a Coordinated Entry system for housing assistance prioritization. Coordinated Entry systems offer a centralized approach where persons experiencing or at risk of homelessness are assessed by an Access Point to evaluate their needs and then are connected with organizations that address those needs directly. Coordinated Entry serves as a single point for people to get in a prioritization queue instead of having to go around to multiple housing and service providers to get on multiple waiting lists. People with the greatest need or who have been

homeless the longest move to the front of the line. This system provides assistance for longer-term housing solutions.

Staff training: Professional development programs and materials that emphasize best practices and effective service delivery for workers who address the needs of people experiencing homelessness.

Community mental health: A range of mental health and/or co-occurring services and activities provided in non-institutional settings to facilitate an individual's recovery.

Substance use treatment: Preventive, diagnostic, and other services and supports provided for people who have a psychological and/or physical dependence on one or more substances.

PATH eligible: Per the authorizing legislation (Appendix B of this document), PATH eligible means that an individual has a serious mental illness, or serious mental illness and substance use disorder, and is experiencing homelessness or is at imminent risk of becoming homeless.

PATH enrolled: A PATH-eligible individual and a PATH provider have mutually and formally agreed to engage in services and the provider has initiated an individual file or record for that individual.

Outreach: The process of identifying and engaging with individuals who are potentially PATH eligible.

Contact: An interaction between a PATH-funded worker or workers and an individual who is potentially PATH eligible or enrolled in PATH.

Date of engagement: The date of engagement is defined as the date on which an interactive client relationship results in a deliberate client assessment or beginning of a case plan. For PATH projects, the date of engagement must occur on or before the date of enrollment. The date of engagement and the date of enrollment is often the same date.

Reengagement: The process of engaging with PATH-enrolled individuals who are disconnected from PATH services.

Screening: An in-person process during which a preliminary evaluation is made to determine a person's needs and how they can be addressed through the PATH program.

Habilitation/rehabilitation: Services that help a PATH client learn or improve the skills needed to function in a variety of activities of daily living.

Case management: A collaboration between a service recipient and provider in which advocacy, communication, and resource management are used to design and implement a wellness plan specific to a PATH-enrolled individual's recovery needs.

Residential supportive services: Services that help PATH-enrolled individuals practice the skills necessary to maintain residence in the least restrictive community-based setting possible.

Housing eligibility determination: Determining whether an individual meets financial and other requirements to enter into public or subsidized housing.

Referral: Active and direct PATH staff support on behalf of or in conjunction with a PATH-enrolled individual to connect to an appropriate agency, organization, or service.

Attained referral: A PATH-enrolled client begins receiving services as the result of PATH assistance.

Community mental health referral: Active and direct PATH staff support on behalf of or in conjunction with a PATH-enrolled individual to connect to an appropriate agency, organization, or service that stabilizes, supports, or treats people for mental health disorders or co-occurring mental health and substance use disorders.

Substance use treatment referral: Active and direct PATH staff support on behalf of or in conjunction with a PATH-enrolled individual to connect to an appropriate agency, organization, or service that offers preventive, diagnostic, and other services and supports for individuals who have psychological and/or physical problems with use of one or more substances.

Primary health/dental care referral: Active and direct PATH staff support on behalf of or in conjunction with a PATH-enrolled individual to connect to an appropriate agency, organization, or service that offers physical and/or dental health care services.

Job training referral: Active and direct PATH staff support on behalf of or in conjunction with a PATH-enrolled individual to connect to an appropriate agency, organization, or service that helps prepare an individual to gain and maintain the skills necessary for paid or volunteer work.

Employment assistance referral: Active and direct PATH staff support on behalf of or in conjunction with a PATH-enrolled individual to connect to an appropriate agency, organization, or service that offers assistance designed to lead to compensated work.

Educational services referral: Active and direct PATH staff support on behalf of or in conjunction with a PATH-enrolled individual to connect to an appropriate agency, organization, or service that offers academic instruction and training.

Income assistance referral: Active and direct PATH staff support on behalf of or in conjunction with a PATH-enrolled individual to connect to an appropriate agency, organization, or service that offers benefits that provide financial support.

Medical insurance referral: Active and direct PATH staff support on behalf of or in conjunction with a PATH-enrolled individual to connect to an appropriate agency, organization, or service that offers coverage that provides payment for wellness or other services needed as a result of sickness, injury, or disability.

Housing services referral: Active and direct PATH staff support on behalf of or in conjunction with a PATH-enrolled individual to connect to an appropriate agency, organization, or service that offers assistance with attaining and sustaining living accommodations.

Temporary housing referral: Active and direct PATH staff support on behalf of or in conjunction with a PATH-enrolled individual to connect to an appropriate agency, organization, or service that offers shelter in a time-limited setting.

Permanent housing referral: Active and direct PATH staff support on behalf of or in conjunction with a PATH-enrolled individual to connect to an appropriate agency, organization, or service that offers residence in a stable setting where length of stay is determined by the individual or family without time limitations, as long as they meet the basic requirements of tenancy.

Appendix B: PATH Legislation

PUBLIC HEALTH SERVICE ACT
TITLE V – SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION
PART C – PROJECTS FOR ASSISTANCE IN TRANSITION FROM
HOMELESSNESS

SEC. 521. 290cc–21. FORMULA GRANTS TO STATES.

For the purpose of carrying out section 522, the Secretary, acting through the Director of the Center for Mental Health Services, shall for each of the fiscal years 1991 through 1994¹ make an allotment for each State in an amount determined in accordance with section 524. The Secretary shall make payments, as grants, each such fiscal year to each State from the allotment for the State if the Secretary approves for the fiscal year involved an application submitted by the State pursuant to section 529.

SEC. 522. 290cc–22. PURPOSE OF GRANTS.

(a) IN GENERAL.—The Secretary may not make payments under section 521 unless the State involved agrees that the payments will be expended solely for making grants to political sub divisions of the State, and to nonprofit private entities (including community-based veterans organizations and other community organizations), for the purpose of providing the services specified in subsection (b) to individuals who—

- (1)(A) Are suffering from serious mental illness; or
- (B) Are suffering from serious mental illness and from substance abuse; and
- (2) are homeless or at imminent risk of becoming homeless.

(b) SPECIFICATION OF SERVICES.—the services referred to in subsection (a) are—

- (1) Outreach services;
- (2) Screening and diagnostic treatment services;
- (3) Habilitation and rehabilitation services;
- (4) Community mental health services;
- (5) Alcohol or drug treatment services;
- (6) Staff training, including the training of individuals who work in shelters, mental health clinics, substance abuse programs, and other sites where homeless individuals require services;
- (7) Case management services, including—
 - (A) Preparing a plan for the provision of community mental health services to the eligible homeless individual involved, and reviewing such plan not less than once every 3 months;
 - (B) Providing assistance in obtaining and coordinating social and maintenance services for the eligible homeless individuals, including services relating to daily living activities, personal financial planning, transportation services, and habilitation and rehabilitation services, prevocational and vocational services, and housing services;
 - (C) providing assistance to the eligible homeless individual in obtaining income support services, including housing assistance, food stamps, and supplemental security income benefits;
 - (D) Referring the eligible homeless individual for such other services as may be appropriate; and
 - (E) Providing representative payee services in accordance with section 1631(a)(2) of the Social Security Act if the eligible homeless individual is receiving aid

- under title XVI of such act and if the applicant is designated by the Secretary to provide such services;
- (8) Supportive and supervisory services in residential settings;
- (9) Referrals for primary health services, job training, educational services, and relevant housing services;
- (10) subject to subsection (h) (1)—
 - (A) Minor renovation, expansion, and repair of housing;
 - (B) Planning of housing;
 - (C) Technical assistance in applying for housing assistance;

¹ Probably should be “2001 through 2003”. Section 3203(b) of Public Law 106–310 (114 Stat.1191) amended section 535(a) of this Act, which provides the authorization of appropriations for this part, by striking “1991 through 1994” and inserting “2001 through 2003”. Such Public Law did not conform the reference in section 521 above.

- (D) Improving the coordination of housing services;
- (E) Security deposits;
- (F) The costs associated with matching eligible homeless individuals with appropriate housing situations; and
- (G) 1-time rental payments to prevent eviction; and
- (11) Other appropriate services, as determined by the Secretary.

(c) COORDINATION.—The Secretary may not make payments under section 521 unless the State involved agrees to make grants pursuant to subsection (a) only to entities that have the capacity to provide, directly or through arrangements, the services specified in section 522(b), including coordinating the provision of services in order to meet the needs of eligible homeless individuals who are both mentally ill and suffering from substance abuse.

(d) SPECIAL CONSIDERATION REGARDING VETERANS.—The Secretary may not make payments under section 521 unless the State involved agrees that, in making grants to entities pursuant to subsection (a), the State will give special consideration to entities with a demonstrated effectiveness in serving homeless veterans.

(e) SPECIAL RULES.—The Secretary may not make payments under section 521 unless the State involved agrees that grants pursuant to subsection (a) will not be made to any entity that—

- (1) Has a policy of excluding individuals from mental health services due to the existence or suspicion of substance abuse; or
- (2) Has a policy of excluding individuals from substance abuse services due to the existence or suspicion of mental illness.

(f) ADMINISTRATIVE EXPENSES.—The Secretary may not make payments under section 521 unless the State involved agrees that not more than 4 percent of the payments will be expended for administrative expenses regarding the payments.

(g) MAINTENANCE OF EFFORT.—The Secretary may not make payments under section 521 unless the State involved agrees that the State will maintain State expenditures for services specified in subsection (b) at a level that is not less than the average level of such expenditures maintained by the State for the 2-year period preceding the fiscal year for which the State is applying to receive such payments.

(h) RESTRICTIONS ON USE OF FUNDS.—The Secretary may not make payments under section 521 unless the State involved agrees that—

- (1) Not more than 20 percent of the payments will be expended for housing services under subsection (b) (10); and
- (2) The payments will not be expended—
 - (A) To support emergency shelters or construction of housing facilities;

(B) For inpatient psychiatric treatment costs or inpatient substance abuse treatment costs; or

(C) To make cash payments to intended recipients of mental health or substance abuse services.

(i) WAIVER FOR TERRITORIES.—With respect to the United States Virgin Islands, Guam, American Samoa, Palau, the Marshall Islands, and the Commonwealth of the Northern Mariana Islands, the Secretary may waive the provisions of this part that the Secretary determines to be appropriate.

SEC. 523. 290cc–23. REQUIREMENT OF MATCHING FUNDS.

(a) IN GENERAL.—The Secretary may not make payments under section 521 unless, with respect to the costs of providing services pursuant to section 522, the State involved agrees to make available, directly or through donations from public or private entities, non-Federal contributions toward such costs in an amount that is not less than \$1 for each \$3 of Federal funds provided in such payments.

(b) DETERMINATION OF AMOUNT.—Non-Federal contributions required in subsection (a) may be in cash or in kind, fairly evaluated, including plant, equipment, or services. Amounts provided by the Federal Government, or services assisted or subsidized to any significant extent by the Federal Government, shall not be included in determining the amount of such non-Federal contributions.

(c) LIMITATION REGARDING GRANTS BY STATES.—The Secretary may not make payments under section 521 unless the State involved agrees that the State will not require the entities to which grants are provided pursuant to section 522(a) to provide non-Federal contributions in excess of the non-Federal contributions described in subsection (a).

SEC. 524. 290cc–24. DETERMINATION OF AMOUNT OF ALLOTMENT.

(a) MINIMUM ALLOTMENT.—the allotment for a State under section 521 for a fiscal year shall be the greater of—

(1) \$300,000 for each of the several States, the District of Columbia, and the Commonwealth of Puerto Rico, and \$50,000 for each of Guam, the Virgin Islands, American Samoa, and the Commonwealth of the Northern Mariana Islands; and

(2) An amount determined in accordance with subsection (b).

(b) DETERMINATION UNDER FORMULA.—The amount referred to in subsection (a)(2) is the product of—

(1) An amount equal to the amount appropriated under section 535(a) for the fiscal year; and

(2) A percentage equal to the quotient of—

(A) an amount equal to the population living in urbanized areas of the State involved, as indicated by the most recent data collected by the Bureau of the Census; and (B) an amount equal to the population living in urbanized areas of the United States, as indicated by the sum of the respective amounts determined for the States under subparagraph (A).

SEC. 525. 290cc–25. CONVERSION TO CATEGORICAL PROGRAM IN EVENT OF FAILURE OF STATE REGARDING EXPENDITURE OF GRANTS.

(a) IN GENERAL.—Subject to subsection (c), the Secretary shall, from the amounts specified in subsection (b), make grants to public and nonprofit private entities for the purpose of providing to eligible homeless individuals the services specified in section 522(b).

(b)² SPECIFICATION OF FUNDS.—The amounts referred to in subsection (a) are any amounts made available in appropriations Acts for allotments under section 521 that are not paid to a State as a result of—

- (A) The failure of the State to submit an application under section 529;
- (B) The failure of the State, in the determination of the Secretary, to prepare the application in accordance with such section or to submit the application within a reasonable period of time; or
- (C) The State informing the Secretary that the State does not intend to expend the full amount of the allotment made to the State.

(c) REQUIREMENT OF PROVISION OF SERVICES IN STATE INVOLVED.— With respect to grants under subsection (a), amounts made available under subsection (b) as a result of the State involved shall be available only for grants to provide services in such State.

SEC. 526. 290cc–26. PROVISION OF CERTAIN INFORMATION FROM STATE.

The Secretary may not make payments under section 521 to a State unless, as part of the application required in section 529, the State submits to the Secretary a statement—

- (1) Identifying existing programs providing services and housing to eligible homeless individuals and identify gaps in the delivery systems of such programs;
- (2) Containing a plan for providing services and housing to eligible homeless individuals, which plan—
 - (A) Describes the coordinated and comprehensive means of providing services and housing to homeless individuals; and
 - (B) Includes documentation that suitable housing for eligible homeless individuals will accompany the provision of services to such individuals;
- (3) Describes the source of the non-Federal contributions described in section 523;
- (4) Contains assurances that the non-Federal contributions described in section 523 will be available at the beginning of the grant period;
- (5) Describe any voucher system that may be used to carry out this part; and
- (6) contain such other information or assurances as the Secretary may reasonably require.

² So in law. Subparagraphs (A) through (C) probably should be redesignated as paragraphs (1) through (3), respectively. See section 511 of Public Law 104–645 (104 Stat. 4729).

SEC. 527. 290cc–27. DESCRIPTION OF INTENDED EXPENDITURES OF GRANT.

- (a) IN GENERAL.—The Secretary may not make payments under section 521 unless—
- (1) As part of the application required in section 529, the State involved submits to the Secretary a description of the intended use for the fiscal year of the amounts for which the State is applying pursuant to such section;
 - 2) Such description identifies the geographic areas within the State in which the greatest numbers of homeless individuals with a need for mental health, substance abuse, and housing services are located;
 - (3) Such description provides information relating to the programs and activities to be supported and services to be provided, including information relating to coordinating such programs and activities with any similar programs and activities of public and private entities; and
 - (4) The State agrees that such description will be revised throughout the year as may be necessary to reflect substantial changes in the programs and activities assisted by the State pursuant to section 522.

(b) OPPORTUNITY FOR PUBLIC COMMENT.—The Secretary may not make payments under section 521 unless the State involved agrees that, in developing and carrying out the description required in subsection (a), the State will provide public notice with respect to the description (including any revisions) and such opportunities as may be necessary to provide interested persons, such as family members, consumers, and mental health, substance abuse, and housing agencies, an opportunity to present comments and recommendations with respect to the description.

(c) RELATIONSHIP TO STATE COMPREHENSIVE MENTAL HEALTH SERVICES PLAN.—

(1) IN GENERAL.—The Secretary may not make payments under section 521 unless the services to be provided pursuant to the description required in subsection (a) are consistent with the State comprehensive mental health services plan required in subpart 2 of part B of title XIX.

(2) SPECIAL RULE.—The Secretary may not make payments under section 521 unless the services to be provided pursuant to the description required in subsection (a) have been considered in the preparation of, have been included in, and are consistent with, the State comprehensive mental health services plan referred to in paragraph (1).

SEC. 528. 290cc–28. REQUIREMENT OF REPORTS BY STATES.

(a) IN GENERAL.—The Secretary may not make payments under section 521 unless the State involved agrees that, by not later than January 31 of each fiscal year, the State will prepare and submit to the Secretary a report in such form and containing such information as the Secretary determines (after consultation with the Administrator of the Substance Abuse and Mental Health Services Administration) to be necessary for—

(1) securing a record and a description of the purposes for which amounts received under section 521 were expended during the preceding fiscal year and of the a) IN GENERAL.—The Secretary may recipients of such amounts; and

(2) Determining whether such amounts were expended in accordance with the provisions of this part.

(b) AVAILABILITY TO PUBLIC OF REPORTS.—The Secretary may not make payments under section 521 unless the State involved agrees to make copies of the reports described in subsection (a) available for public inspection.

(c) EVALUATIONS BY COMPTROLLER GENERAL.—The Administrator of the Substance Abuse and Mental Health Services Administration shall evaluate at least once every 3 years the expenditures of grants under this part by eligible entities in order to ensure that expenditures are consistent with the provisions of this part, and shall include in such evaluation recommendations regarding changes needed in program design or operations.

SEC. 529. 290cc–29. REQUIREMENT OF APPLICATION.

The Secretary may not make payments under section 521 unless the State involved—

(1) Submits to the Secretary an application for the payments containing agreements and information in accordance with this part;

(2) The agreements are made through certification from the chief executive officer of the State; and

(3) The application otherwise is in such form, is made in such manner, and contains such agreements, assurances, and information as the Secretary determines to be necessary to carry out this part.

SEC. 530. 290cc–30. TECHNICAL ASSISTANCE.

The Secretary, through³ the National Institute of Mental Health, the National Institute of Alcohol Abuse and Alcoholism, and the National Institute on Drug Abuse, shall provide technical assistance to eligible entities in developing planning and operating programs in accordance with the provisions of this part.

SEC. 531. 290cc–31. FAILURE TO COMPLY WITH AGREEMENTS.

(a) REPAYMENT OF PAYMENTS.—

(1) The Secretary may, subject to subsection (c), require a State to repay any payments received by the State under section 521 that the Secretary determines were not expended by the State in accordance with the agreements required to be contained in the application submitted by the State pursuant to section 529.

(2) If a State fails to make a repayment required in paragraph (1), the Secretary may offset the amount of the repayment against the amount of any payment due to be paid to the State under section 521.

(b) WITHHOLDING OF PAYMENTS.—

(1) The Secretary may, subject to subsection (c), withhold payments due under section 521 if the Secretary determines that the State involved is not expending amounts received under such section in accordance with the agreements required to be contained in the application submitted by the State pursuant to section 529.

(2) The Secretary shall cease withholding payments from a State under paragraph (1) if the Secretary determines that there are reasonable assurances that the State will expend amounts received under section 521 in accordance with the agreements referred to in such paragraph.

(3) The Secretary may not withhold funds under paragraph (1) from a State for a minor failure to comply with the agreements referred to in such paragraph.

(c) OPPORTUNITY FOR HEARING.—Before requiring repayment of payments under subsection (a)(1), or withholding payments under subsection (b)(1), the Secretary shall provide to the State an opportunity for a hearing.

(d) RULE OF CONSTRUCTION.—Notwithstanding any other provision of this part, a State receiving payments under section 521 may not, with respect to any agreements required to be contained in the application submitted under section 529, be considered to be in violation of any such agreements by reason of the fact that the State, in the regular course of providing services under section 522(b) to eligible homeless individuals, incidentally provides services to homeless individuals who are not eligible homeless individuals.

SEC. 532. 290cc–32. PROHIBITION AGAINST CERTAIN FALSE STATEMENTS.

(a) IN GENERAL.—

(1) A person may not knowingly make or cause to be made any false statement or representation of a material fact in connection with the furnishing of items or services for which amounts may be paid by a State from payments received by the State under section 521.

(2) A person with knowledge of the occurrence of any event affecting the right of the person to receive any amounts from payments made to the State under section 521 may not conceal or fail to disclose any such event with the intent of securing such an amount that the person is not authorized to receive or securing such an amount in an amount greater than the amount the person is authorized to receive.

(b) CRIMINAL PENALTY FOR VIOLATION OF PROHIBITION.—Any person who violates a prohibition established in subsection (a) may for each violation be fined in accordance with title 18, United States Code, or imprisoned for not more than 5 years, or both.

3 Section 162(2) of Public Law 102–321 (106 Stat. 375) provides that section 530 is amended by striking out “through the National” and all that follows through “Abuse” and inserting in lieu thereof “through the agencies of the Administration”. The amendment cannot be executed because it does not specify to which instance of the term “Abuse” the amendment applies. Additionally, section 163(a)(3) of such law described an amendment that could not be executed, as the amendment included instructions to strike “on Alcohol Abuse” while “of Alcohol Abuse” is the term in section 530. This latter amendment attempted to insert “Administrator of the Substance Abuse and Mental Health Services Administration”. Subsequently, such section 163(a)(3) was struck by section 2(b)(2) of Public Law 102–352 (106 Stat. 939).

SEC. 533. 290cc–33. NONDISCRIMINATION.

(a) IN GENERAL.—

(1) RULE OF CONSTRUCTION REGARDING CERTAIN CIVIL RIGHTS LAWS.—For the purpose of applying the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975, on the basis of handicap under section 504 of the Rehabilitation Act of 1973, on the basis of sex under title IX of the Education Amendments of 1972, or on the basis of race, color, or national origin under title VI of the Civil Rights Act of 1964, programs and activities funded in whole or in part with funds made available under section 521 shall be considered to be program

(2) PROHIBITION.—No person shall on the ground of sex or religion be excluded from participation in, be

(b) ENFORCEMENT.—

(1) REFERRALS TO ATTORNEY GENERAL AFTER NOTICE.— Whenever the Secretary finds that a State, or an entity that has received a payment pursuant to section 521, has failed to comply with a provision of law referred to in subsection (a)(1), with subsection (a)(2), or with an applicable regulation (including one prescribed to carry out subsection (a)(2)), the Secretary shall notify the chief executive officer of the State and shall request the chief executive officer to secure compliance. If within a reasonable period of time, not to exceed 60 days, the chief executive officer fails or refuses to secure compliance, the Secretary may—

(A) Refer the matter to the Attorney General with a recommendation that an appropriate civil action be instituted;

(B) Exercise the powers and functions provided by the Age Discrimination Act of 1975, section 504 of the Rehabilitation Act of 1973, title IX of the Education Amendments of 1972, or title VI of the Civil Rights Act of 1964, as may be applicable; or

(C) Take such other actions as may be authorized by law.

(2) AUTHORITY OF ATTORNEY GENERAL.—When a matter is referred to the Attorney General pursuant to paragraph (1)(A), or whenever the Attorney General has reason to believe that a State or an entity is engaged in a pattern or practice in violation of a provision of law referred to in subsection (a)(1) or in violation of subsection (a)(2), the Attorney General may bring a civil action in any appropriate district court of the United States for such relief as may be appropriate, including injunctive relief.

SEC. 534. 290cc–34. DEFINITIONS.

For purposes of this part:

(1) ELIGIBLE HOMELESS INDIVIDUAL.—the term “eligible homeless individual” means an individual described in section 522(a).

(2) HOMELESS INDIVIDUAL.—the term “homeless individual” has the meaning given such term in section 330(h) (5).

(3) STATE.—The term “State” means each of the several States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

(4) SUBSTANCE ABUSE.—the term “substance abuse” means the abuse of alcohol or other drugs.

SEC. 535. 290cc–35. FUNDING.

(a) AUTHORIZATION OF APPROPRIATIONS.—For the purpose of carrying out this part, there is authorized to be appropriated \$75,000,000 for each of the fiscal years 2001 through 2003.

(b) EFFECT OF INSUFFICIENT APPROPRIATIONS FOR MINIMUM ALLOTMENTS.—

(1) IN GENERAL.—If the amounts made available under subsection (a) for a fiscal year are insufficient for providing each State with an allotment under section 521 of not less than the applicable amount under section 524(a) (1), the Secretary shall, from such amounts as are made available under such subsection, make grants to the States for providing to eligible homeless individuals the services specified in section 522(b).

(2) RULE OF CONSTRUCTION.—Paragraph (1) may not be construed to require the Secretary to make a grant under such paragraph to each State.