

Request for Applications (RFA)
Grant for
Project for Assistance in Transition from Homeless (PATH)
HHS0016124

Attachment to Addendum 2

1.2 DEFINITIONS AND ACRONYMS

Unless a different definition is specified, or the context clearly indicates otherwise, the definitions and acronyms given to a term below apply whenever the term appears in this RFA. All other terms have their ordinary and common meaning.

Refer to all exhibits to this RFA for additional definitions.

[“Addendum”](#) means a written clarification or revision to this RFA, including exhibits, forms, and attachments, as issued and posted by HHSC to the HHS Grants RFA website. Each Addendum will be posted and must be signed by the Applicant and returned with its Application.

[“Applicant”](#) means any person or legal entity that submits an Application in response to this RFA. The term includes the individual submitting the Application who is authorized to sign the Application on behalf of the Applicant and to bind the Applicant under any Grant Agreement that may result from the submission of the Application. May also be referred to in this RFA as “Respondent.”

[“Application”](#) means all documents the Applicant submits in response to this RFA, including all required forms and exhibits. May also be referred to in this RFA as solicitation response.

[“Budget”](#) means the financial plan for carrying out the Grant Project, as formalized in the Grant Agreement, including awarded funds and any required Match, submitted as part of the application in response to this RFA. An Applicant’s requested Budget may differ from the System Agency-approved Budget executed in the final Grant Agreement.

[“CFR”](#) means the Code of Federal Regulations which is the codification of the general and permanent rules published in the Federal Register by the executive departments and agencies of the federal Government.

[“Community Mental Health Services”](#) means Community-based supports designed to stabilize and provide ongoing support and services for PATH eligible clients with mental illnesses and/or co-occurring disorders or dual diagnoses.

“Consumer” means a person: (1) who is homeless or at imminent risk of becoming homeless and has a serious mental illness or may also have co-occurring substance use disorders; (2) who receives services supported in some measure with federal PATH funds; and (3) for whom a clinical or other formal record has been prepared, indicating formal PATH enrollment. May also be referred to in this RFA as “Client.”

“Cost Sharing” means the portion of Project funds not paid by the System Agency. May also be referred to in this RFA as “Match.”

“Direct Cost” means those costs that can be identified specifically with a particular final cost objective under the Grant Project responsive to this RFA or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy. Costs incurred for the same purpose in like circumstances must be treated consistently as either direct or indirect costs. Direct costs include, but are not limited to, salaries, travel, equipment, and supplies directly benefiting the grant-supported project or activity.

“Earned Income” means all the taxable income and wages received from working or from certain disability payments consistent with guidelines managed by the Internal Revenue Service.

“Employment” means any instance where services are performed that is subject to the will and control of an employer for which wages are received by the worker. This definition of Employment is not limited to full-time, part-time, or seasonal Employment; a minimum number of hours worked per week; or the availability of benefits.

“Employment Services” means services designed to assist Consumers with obtaining Employment. Services may include, but are not limited to, application completion, resume development, interview training, and providing access to job listings.

“Equipment” pursuant to 2 CFR § 200.1, means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-federal entity for financial statement purposes, or \$10,000. See §200.1 for Capital assets, Computing devices, General purpose equipment, Information technology systems, Special purpose equipment, and Supplies.

“Government Entity” means an “Agency” as defined in Texas Government Code Section 771.002 or a “Local Government” as defined in Texas Government Code Section 791.003.

“Grant Agreement” means the agreement entered into by the System Agency and the Grantee as a result of this RFA, including the Signature Document and all attachments and amendments. May also be referred to in this RFA as “Contract.”

“Grantee” means the Party receiving funds under any Grant Agreement awarded under this RFA. May also be referred to as “subrecipient” or “contractor.”

“HHS” includes both the Health and Human Services Commission (HHSC) and the Department of State Health Services (DSHS).

“HHSC” means the Health and Human Services Commission.

“Imminent Risk for Homelessness” is commonly defined as including one or more of the following criteria: doubled-up living arrangement where the Consumer’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 facility, such as a State Hospital, from a crisis unit or emergency respite care, or from a criminal justice institution without a place to live.

“Improving the Coordination of Housing Services” means the process of systematically analyzing interagency interactions among housing service providers, developing relevant information, and informing appropriate authorities of viable alternatives for selection of the most effective combination of available resources to best meet the housing needs of the target population.

“Income Benefits” mean income supports that are not earned income (wages), non-cash benefits (i.e., food stamps/Supplemental Nutrition Assistance Program (SNAP) benefits, etc.), or temporary financial assistance not covered under SNAP benefits (i.e., security deposits, rental assistance, utility or energy assistance). Income supports are financial supports that can be used at the Consumer’s discretion and are not limited to specific uses. Examples include Supplemental Security Income (SSI), Social Security Disability Income (SSDI), Temporary Assistance for Needy Families (TANF), and pensions.

“Indirect Cost” means those costs incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. Indirect costs represent the expenses of doing business that are not readily identified with the Grant Project responsive to this RFA but are necessary for the general operation of the organization and the conduct of activities it performs.

“Indirect Cost Rate” is a device for determining in a reasonable manner the proportion of indirect costs each program should bear. It is the ratio (expressed as a percentage) of the Grantee’s indirect costs to a direct cost base.

“Literally Homeless” means individuals (without regard to whether the individual is a member of a family) who lack a fixed, regular, and adequate nighttime residence.

“Medical Insurance Program” means a program designed to provide medical insurance and/or medical co-pay assistance.

“Non-Profit Organization” is an entity that has obtained a federal income tax exemption under Section 501(a), Internal Revenue Code of 1986, by being listed as an exempt entity under Section 501(c)(3) of that code.

“PATH Enrolled Consumer” means a person: (1) who is homeless or at imminent risk of becoming homeless and has a serious mental illness or may also have co-occurring substance use disorders; (2) who receives services supported in some measure with federal PATH funds; and (3) for whom a clinical or other formal record has been prepared, indicating formal PATH enrollment.

“Primary Health Care” means medical care that is overseen by a licensed medical primary care provider.

“Project” or “Grant Project” means the specific work and activities that are supported by the funds provided under the Grant Agreement as a result of this RFA.

“Project Period” is the initial period of time set forth in the Grant Agreement during which grantees may perform approved grant-funded activities to be eligible for reimbursement or payment. Unless otherwise specified, the Project Period begins on the Grant Agreement effective date and ends on the Grant Agreement termination or expiration date, and represents the base Project Period, not including extensions or renewals. When referring to the base project period plus anticipated renewal or extension periods, “Grant Term” is used.

“Respondent” means an organization that develops and submits an application to this RFA.

“RFA” means this Request for Applications, including all parts, exhibits, forms, attachments and addenda posted on the HHS Grants RFA website. May also be referred to herein as “solicitation.”

“Serious Mental Illness” means someone 18 or older having a diagnosable mental, behavioral, or emotional disorder (within the past year) that substantially interferes with that person’s life and ability to function.

“State” means the State of Texas and its instrumentalities, including the System Agency and any other state agency, its officers, employees, or authorized agents.

“System Agency” means HHSC, DSHS, or both, that will be a party to any Grant Agreement resulting from the RFA.

“Technical Assistance in Applying for Housing Assistance” means targeted training, guidance, information sharing, and assistance to, or, on behalf of, PATH-enrolled individuals who encounter complex access issues related to housing, including a subset for an individual who resides in an emergency shelter, or a place not meant for human habitation and who is exiting an institution where he or she temporarily resides.

“TxGMS” means the Texas Grant Management Standards published by the Texas Comptroller of Public Accounts.