

2.6 PROGRAM REQUIREMENTS

All Grant Projects funded under this RFA must meet the following program requirements:

1. Construct one of the following types of facilities within three years of the date that grant funds are distributed by HHSC:
 - a. Jail Diversion
 - b. Step Down Facilities
 - c. Permanent Supportive Housing
 - d. Crisis Stabilization Unit
 - e. Crisis Respite Unit
2. Provide a local match, in the form of additional funding or in-kind contributions from private contributors or local governments, excluding State funds, in an amount that is at least equal to the highest of the following amounts:
 - a. Twenty-five percent (25%) of the grant amount if the collaborative includes a county with a population of less than one hundred thousand (100,000);
 - b. Fifty percent (50%) of the grant amount if the collaborative includes a county with a population of at least one hundred thousand (100,000) but less than two hundred fifty thousand (250,000);
 - c. One hundred percent (100%) of the grant amount if the collaborative includes a county with a population of two hundred fifty thousand (250,000) or more.
3. Effectively collaborate with community partners. A community collaborative approach is defined as two or more organizations working together to address an unmet need in a way that achieves efficiency, continuity and effectiveness that would not be realized by one organization. Community collaboratives should aim at maximizing existing resources and avoiding duplication of effort.
4. Provide services in the constructed facilities for the purpose the facility was constructed. The facility must be used for at least five (5) years for the purpose in which it was constructed. At the expiration of five (5) years, if the facility is no longer needed for the originally authorized purpose, or if the Grantee would like to change that purpose, it must receive written approval from HHSC.

5.4 MATCHING REQUIREMENTS

Match is defined as the non-state share of costs the Grantee is required to contribute to accomplish the purpose of the Grant Project. Match must be treated consistently with grant funds and used only for allowable and allocable purposes.

A Grantee must provide a local Match, in the form of additional funding or in-kind contributions from private contributors or local governments excluding state funds in an amount that is at least equal to the highest of the following amounts:

1. Twenty-five percent (25%) of the grant amount if the collaborative includes a county with a population of less than one hundred thousand (100,000);
2. Fifty percent (50%) of the grant amount if the collaborative includes a county with a population of at least one hundred thousand (100,000) but less than two hundred fifty thousand (250,000); or
3. One hundred percent (100%) of the grant amount if the collaborative includes a county with a population of two hundred fifty thousand (250,000) or more.

All matching funds must meet the following criteria:

1. Are verifiable from the Grantee's records;
2. Are not included as contributions for any other State award;
3. Are necessary and reasonable for accomplishment of Grant Project objectives;
4. Are allowable under this Grant Agreement;
5. Are not paid by the State; and
6. Are provided for in the approved Grant Project Budget.

Matching funds may be in the form of land and/or building for the purpose of program. The value of the property will be the lesser of: (1) The value of the remaining life of the property recorded in the local government's accounting records at the time of donation; or (2) The current fair market value. However, when there is sufficient justification, HHSC may approve the use of the current fair market value of the donated property, even if it exceeds the value described in (1) at the time of donation.

Matching funds may be used for soft costs, which may include:

1. Professional Fees: This includes feasibility studies, consultants, architectural fees, master planning, interior design and engineering fees;
2. Land, Permits, Survey Fees: Land and real estate development costs associated with the legal process. This includes appraisal fees, land acquisition, assessments, land survey fees and the costs of inspections and permit fees paid to local governments.
3. Rentals, Equipment and Tools: Some of these items may not be related to the final Grant Project delivery. This includes trailers and equipment, cell phones, radio communication systems and any equipment in the staging area.

4. Accounting, Finance, and Insurance Fees: This includes bank transaction fees and accounting expenses, including software and data input. There are also construction loan commitment fees, broker fees and permanent commitment fees, as well as all insurance, dues for bid bonds, professional liability insurance and performance bond fees.
5. Project Management Costs and Taxes: These include staff compensation related to documentation and drawings, security and safety staff, any temporary staffing people, runners, direct payment to subcontractors and then all the related taxes to local and State agencies.
6. Post-construction Soft Costs: These might include legal fees that have not been settled, sales and leasing fees, building management fees, repair and property maintenance insurance, replacement costs, landscaping, security, insurance and taxes.

Respondents are not required to certify matching funds as part of the application process. However, State awards must be matched based on the requirement and no State funding will be released prior to an equivalent amount of match certified by the Grantee to HHSC.