### **Before Starting the Project Application**

To ensure that the Project Application is completed accurately, ALL project applicants should review the following information BEFORE beginning the application.

Things to Remember

- Additional training resources can be found on the HUD Exchange at https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/ - Program policy questions and problems related to completing the application in e-snaps may be directed to HUD via the HUD Exchange Ask A Question.

- Project applicants are required to have a Data Universal Numbering System (DUNS) number and an active registration in the Central Contractor Registration (CCR)/System for Award Management (SAM) in order to apply for funding under the Fiscal Year (FY) 2018 Continuum of Care (CoC) Program Competition. For more information see FY 2018 CoC Program Competition NOFA.

To ensure that applications are considered for funding, applicants should read all sections of the FY 2018 CoC Program NOFA and the FY 2017 General Section NOFA.

- Detailed instructions can be found on the left menu within e-snaps. They contain more comprehensive instructions and so should be used in tandem with onscreen text and the hide/show instructions found on each individual screen.

- Before starting the project application, all project applicants must complete or update (as applicable) the Project Applicant Profile in e-snaps.

Carefully review each question in the Project Application. Questions from previous competitions may have been changed or removed, or new questions may have been added, and information previously submitted may or may not be relevant. Data from the FY 2017 Project Application will be imported into the FY 2018 Project Application; however, applicants will be required to review all fields for accuracy and to update information that may have been adjusted through the post award process or a grant agreement amendment. Data entered in the post award and amendment forms in e-snaps will not be imported into the project application.

- Expiring Shelter Plus Care projects requesting renewal funding for the first time under 24 CFR part 578, and rental assistance projects can only request the number of units and unit size

as approved in the final HUD-approved Grant Inventory Worksheet (GIW). - Expiring Supportive Housing Projects requesting renewal funding for the first time under 24 CFR part 578, transitional housing, permanent supportive housing with leasing, rapid re-housing, supportive services only, renewing safe havens, and HMIS can only request the Annual Renewal Amount (ARA) that appears on the CoC's HUD-approved GIW. If the ARA is reduced through the CoC's reallocation process, the final project funding request must reflect the reduced amount listed on the CoC's reallocation forms.

- HUD reserves the right to reduce or reject any renewal project that fails to adhere to 24 CFR part 578 and the application requirements set forth in the FY 2018 CoC Program Competition NOFA.

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# 1A. SF-424 Application Type

1. Type of Submission: 2. Type of Application: If "Revision", select appropriate letter(s): If "Other", specify:	Application Renewal Project Application
3. Date Received: 4. Applicant Identifier: 5a. Federal Entity Identifier:	08/15/2018
5b. Federal Award Identifier: This is the first 6 digits of the Grant Number, known as the PIN, that will also be indicated on Screen 3A Project Detail. This number must match the first 6 digits of the grant number on the HUD approved Grant Inventory Worksheet (GIW).	MA0258
Check to confrim that the Federal Award Identifier has been updated to reflect the most recently awarded grant number	X
6. Date Received by State: 7. State Application Identifier:	

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# 1B. SF-424 Legal Applicant

### 8. Applicant

a. Legal Name: Somerville Homeless Coalition, Inc.

**b. Employer/Taxpayer Identification Number** 04-2897447 (EIN/TIN):

c. Organizational DUNS:	847408804 PLUS 4	
d. Address		
	One Davis Square	
Street 2:		
City:	Somerville	
County:	02144	
State:	Massachusetts	
Country:	United States	
Zip / Postal Code:	02144	
e. Organizational Unit (optional)		
Department Name:	Housing Services	
Division Name:		
f. Name and contact information of person to		
be contacted on matters involving this		
application		
Prefix:	Mr.	
First Name:	Michael	
Middle Name:		
Last Name:	Libby	
Suffix:	LCSW	
Title:	Deputy Director	
Organizational Affiliation:	Somerville Homeless Coalition, Inc.	
Telephone Number:	(617) 623-6111	
-		

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### Extension: 232 Fax Number: (617) 776-7165 Email: mlibby@shcinc.org

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# **1C. SF-424 Application Details**

9. Type of Applicant:	M. Nonprofit with 501C3 IRS Status
10. Name of Federal Agency:	Department of Housing and Urban Development
11. Catalog of Federal Domestic Assistance Title:	CoC Program
CFDA Number:	14.267
12. Funding Opportunity Number:	FR-6200-N-25
Title:	Continuum of Care Homeless Assistance Competition
13. Competition Identification Number:	

Title:

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# 1D. SF-424 Congressional District(s)

14. Area(s) affected by the project (State(s) only): (for multiple selections hold CTRL key)	Massachusetts
15. Descriptive Title of Applicant's Project:	Turn the Key
16. Congressional District(s):	
a. Applicant: (for multiple selections hold CTRL key)	MA-007, MA-005
b. Project: (for multiple selections hold CTRL key)	MA-007, MA-005
17. Proposed Project	
a. Start Date:	04/01/2019
b. End Date:	08/31/2020
18. Estimated Funding (\$)	
a. Federal:	
b. Applicant:	
c. State:	
d. Local:	
e. Other:	
f. Program Income:	
g. Total:	

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### 1E. SF-424 Compliance

19. Is the Application Subject to Review By State Executive Order 12372 Process?b. Program is subject to E.O. 12372 but has not been selected by the State for review.

- If "YES", enter the date this application was made available to the State for review:
- 20. Is the Applicant delinquent on any Federal No debt?

If "YES," provide an explanation:

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### 1F. SF-424 Declaration

By signing and submitting this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

I AGREE: X

21. Authorized Representative

Prefix:	Ms.
First Name:	Erin
Middle Name:	G.
Last Name:	Bradley
Suffix:	
Title:	Executive Director
Telephone Number: (Format: 123-456-7890)	(617) 623-6111
Fax Number: (Format: 123-456-7890)	(617) 776-7165
Email:	ebradley@shcinc.org
Signature of Authorized Representative:	Considered signed upon submission in e-snaps.
Date Signed:	08/15/2018

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## 1G. HUD 2880

# Applicant/Recipient Disclosure/Update Report - Form 2880 U.S. Department of Housing and Urban Development OMB Approval No. 2510-0011 (exp.11/30/2018)

### **Applicant/Recipient Information**

### 1. Applicant/Recipient Name, Address, and Phone

Agency Legal Name:	Somerville Homeless Coalition, Inc.
Prefix:	Ms.
First Name:	Erin
Middle Name:	G.
Last Name:	Bradley
Suffix:	
Title:	Executive Director
Organizational Affiliation:	Somerville Homeless Coalition, Inc.
Telephone Number:	(617) 623-6111
Extension:	231
Email:	ebradley@shcinc.org
City:	Somerville
County:	02144
State:	Massachusetts
Country:	United States
Zip/Postal Code:	02144
2. Employer ID Number (EIN):	04-2897447
3. HUD Program:	Continuum of Care Program
4. Amount of HUD Assistance Requested/Received:	\$971,095.00

(Requested amounts will be automatically entered within applications)

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# 5. State the name and location (street address, city and state) of the project or activity: Turn the Key One Davis Square Somerville Massachusetts

Refer to project name, addresses and CoC Project Identifying Number (PIN) entered into the attached project application.

### **Part I Threshold Determinations**

1. Are you applying for assistance for a Yes specific project or activity? (For further information, see 24 CFR Sec. 4.3).

Have you received or do you expect to Yes receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9.

#### Part II Other Government Assistance Provided or Requested/Expected Sources and Use of Funds

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/Local Agency Name and Address	Type of Assistance	Amount Requested / Provided	Expected Uses of the Funds
Massachusetts Dept. Public Health	Grant	\$180,000.00	Supplemental Support (estimate)
NA			

#### **Part III Interested Parties**

You must disclose:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and

2. any other person who has a financial interest in the project or activity for which the

assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a	Social Security No.	Type of		Financi	al Interest	Financial Interest
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reportable financial interest in the project or activity (For individuals, give the last name first)	or Employee ID No.	Participation	in Project/Activity (\$)	in Project/Activity (%)
NA	NA	NA	\$0.00	0%
NA				

### Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional nondisclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

I AGREE:	X
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Name / Title of Authorized Official: Erin Bradley, Executive Director

Signature of Authorized Official: Considered signed upon submission in e-snaps.

Date Signed: 08/02/2018

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# 1H. HUD 50070

### HUD 50070 Certification for a Drug Free Workplace

Applicant Name: Somerville Homeless Coalition, Inc.

#### Program/Activity Receiving Federal Grant CoC Program Funding:

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

	I certify that the above named Applicant will or will continue to provide a drug-free workplace by:		
a.	Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.	e.	Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
b.	Establishing an on-going drug-free awareness program to inform employees (1) The dangers of drug abuse in the workplace (2) The Applicant's policy of maintaining a drug-free workplace; (3) Any available drug counseling, rehabilitation, and employee assistance programs; and (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.	f.	Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
c.	Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;	g.	Making a good faith effort to continue to maintain a drugfree workplace through implementation of paragraphs a. thru f.
d.	Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will (1) Abide by the terms of the statement; and (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;		·

### Sites for Work Performance.

The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.) Workplaces, including addresses, entered in the attached project application. Refer to addresses entered into the attached project application.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and	X	
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### accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

### **Authorized Representative**

Prefix:	Ms.
First Name:	Erin
Middle Name	G.
Last Name:	Bradley
Suffix:	
Title:	Executive Director
Telephone Number: (Format: 123-456-7890)	(617) 623-6111
Fax Number: (Format: 123-456-7890)	(617) 776-7165
Email:	ebradley@shcinc.org
Signature of Authorized Representative:	Considered signed upon submission in e-snaps.
Date Signed:	08/15/2018

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### **CERTIFICATION REGARDING LOBBYING**

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file

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# the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and	Х
accurate:	

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Applicant's Organization: Somerville Homeless Coalition, Inc.

Name / Title of Authorized Official: Erin Bradley, Executive Director

Signature of Authorized Official: Considered signed upon submission in e-snaps.

Date Signed: 08/15/2018

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# 1J. SF-LLL

#### DISCLOSURE OF LOBBYING ACTIVITIES Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352. Approved by OMB0348-0046

HUD requires a new SF-LLL submitted with each annual CoC competition and completing this screen fulfills this requirement.

Answer "Yes" if your organization is engaged in lobbying associated with the CoC Program and answer the questions as they appear next on this screen. The requirement related to lobbying as explained in the SF-LLL instructions states: "The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action."

Answer "No" if your organization is NOT engaged in lobbying.

Does the recipient or subrecipient of this CoC grant participate in federal lobbying activities (lobbying a federal administration or congress) in connection with the CoC Program?	No
Legal Name:	Somerville Homeless Coalition, Inc.
Street 1:	One Davis Square
Street 2:	
City:	Somerville
County:	02144
State:	Massachusetts
Country:	United States
Zip / Postal Code:	02144

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I certify that this information is true and complete.	

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Authorized Representative	
Prefix:	Ms.
First Name:	Erin
Middle Name:	G.
Last Name:	Bradley
Suffix:	
Title:	Executive Director
Telephone Number: (Format: 123-456-7890)	(617) 623-6111
Fax Number: (Format: 123-456-7890)	(617) 776-7165
Email:	ebradley@shcinc.org
Signature of Authorized Official:	Considered signed upon submission in e-snaps.
Date Signed:	08/15/2018

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### Information About Submission without Changes

After Part 1 is completed; including this screen, Recipient Performance screen, and Renewal Grant Consolidation screen, then Parts 2-6, are available for review as "Read-Only;" except for 3A, 7A and 7B which are mandatory for all projects to update. After project applicants finish reviewing all screens, they will be guided to a "Submissions without Changes" Screen. At this screen, if applicants decide no edits or updates are required to any screens other than the mandatory questions, they can submit without changes. However, if changes to the application are required, e-snaps allows applicants to open individual screens for editing, rather than the entire application. After project applicants select the screens they intend to edit via checkboxes, click "Save" and those screens will be available for edit. Importantly, once an applicant makes those selections and clicks "Save" the applicant cannot uncheck those boxes.

If the project is a first-time renewal or selects "Fully Consolidated" on the Renewal Grants Consolidation screen, the "Submit Without Changes" function is not available, and applicants must input data into the application for all required fields relevant to the component type.

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### **Recipient Performance**

1. Has the recipient successfully submitted Yes the APR on time for the most recently expired grant term related to this renewal project request?

2. Does the recipient have any unresolved No HUD Monitoring and/or OIG Audit findings concerning any previous grant term related to this renewal project request?

- 3. Has the recipient maintained consistent Yes Quarterly Drawdowns for the most recent grant term related to this renewal project request?
- 4. Have any Funds been recaptured by HUD Yes for the most recently expired grant term related to this renewal project request?

# Explain the circumstances that led HUD to recapture funds from the most recently expired grant term related to this renewal project request.

There were balances remaining in the project renewal grants (most recently expired grant terms) that are part of this consolidated grant project application. In general, SHC did not expend all project grant dollars because the grants generated enough program income to offset some of the eligible costs associated within certain budget line items. In particular, the Operations budget line items had unexpended funds because no additional furniture, maintenance/repair expenses or other eligible expenses were incurred during the grant year.

To avoid future recapturing of funds, during the FY 2017 NOFA application process, SHC reallocated \$105,000 from project renewal grants to create two (2) new projects within the CoC.

As part of this FY 18 competition, SHC is submitting this consolidated grant, which includes four project renewal grants, in order to develop a consolidated grant with a budget that will be able to be fully expended each grant period.

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### **Renewal Grant Consolidation Screen**

HUD encourages the consolidation of renewal grants. As part of the FY 2018 CoC Program project application process, project applicants can request their eligible renewal projects to be part of a Renewal Grant Consolidation. This process can consolidate up to 4 renewal grants into 1 consolidated grant. This means recipients no longer must wait for grant amendments to consolidate grants. All projects that are part of a renewal grant consolidation must expire in Calendar Year (CY) 2019, as confirmed on the FY 2018 Final GIW, must be to the same recipient, and must be for the same component and project type (i.e., PH-PSH, PH-RRH, Joint TH/PH-RRH, TH, SSO, SSO-CE or HMIS).

- 1. Is this project application requesting to be part of a renewal grant consolidation in the FY 2018 CoC Program Competition? If "No" click on "Next" or "Save & Next" below to move to the next screen.
- 2. Is this an individual project application or a Fully Consolidated fully consolidated project application?

Project Identification Number PIN	Total Requested Amount	Surviving PIN or Terminating PIN	Operating Start Date	Expiration Date
MA0258	\$158,142	Survivng PIN	04/01/2018	03/31/2019
MA0263	\$194,904	Terminating PIN	08/01/2018	07/31/2019
MA0264	\$411,798	Terminating PIN	09/01/2018	08/31/2019
MA0259	\$206,251	Terminating PIN	12/01/2018	11/30/2019

### **Renewal Grant Consolidation Table**

\*The surviving PIN must have the earliest operating start date.

### **Renewal Grant Consolidation Summary**

Total Number of Grants in Consolidation	4
Total Requested Amount in Consolidation	\$971,095

I hereby confirm that I have reviewed the accuracy and submitted all the renewal project applications related to this consolidation request into esnaps.

Х

# Click on "Save & Next" to continue completing the remainder of this project application combining all the project application data for all the

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847408804 166268

### projects listed above into a single fully consolidated project application.

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# 2A. Project Subrecipients

# This form lists the subrecipient organization(s) for the project. To add a subrecipient, select the icon. To view or update subrecipient information already listed, select the view option.

### Total Expected Sub-Awards:

Organization	Туре	Туре	Sub- Awar d Amo unt
	This list contains no	items	

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# 3A. Project Detail

### 1. Project Identification Number (PIN) of MA0258 expiring grant:

(e.g., the "Federal Award Identifier" indicated on form 1A. Application Type)

- 2a. CoC Number and Name: MA-517 Somerville CoC
- 2b. CoC Collaborative Applicant Name: City of Somerville
  - 3. Project Name: Turn the Key
  - 4. Project Status: Standard
  - 5. Component Type: PH
- 5a. Does the PH project provide PSH or RRH? PSH
  - 6. Does this project use one or more No properties that have been conveyed through the Title V process?

7. Will this renewal project be part of a new No application for a Renewal Expansion Grant?

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# **3B. Project Description**

# 1. Provide a description that addresses the entire scope of the proposed project.

The Turn the Key project provides affordable permanent housing and tenancy stabilization services to formerly homeless individuals and families with disabilities. Within this project, twenty-three beds are set aside for a specific subpopulation--homeless young adults (18-24) with substance related disabilities.

There are a total of 41 units and 61 beds. SHC utilizes leasing dollars to rent units for participants and a supportive housing case manager provides comprehensive, low barrier, community and home-based supports. The program is a scattered site, leased housing model in which SHC sub-leases a total of forty-one (41) units: five studios; 20 one-bedrooms; 12 two-bedrooms; and four three-bedrooms. The program embodies a housing-first approach. It promotes goals and outcomes related to helping participants achieve and maintain residential stability; increasing and maintaining skills, income and mainstream benefits; and, promoting greater self-sufficiency through participant engagement in community services that help them achieve their goals. We dedicate turnover beds for chronic individuals.

To help participants maintain residential stability, we assist them in finding housing easily accessible to services and which fit their needs and preferences. We have a variety of amenities such as grocery chains, pharmacies, stores, and an array of other services in the area. Somerville and Arlington have many human service agencies, an extensive transit system, vocational and educational programs, daycare centers, health treatment options and other opportunities.

Participants have many needs beyond housing placement alone to insure longterm viability of housing tenancy. Our work and our philosophy as an agency is to connect our clients to mainstream supports to help them reintegrate into the community and stabilize in their housing so they do not return to the homeless system. We help them address their service needs through the many partnerships we have with other service agencies. Clients are provided with opportunities to maintain or increase their skills and income by applying for entitlement benefits, engaging in employment, vocational rehabilitation, volunteerism, educational enhancement, financial literacy and other life skills development activities. We also focus on helping participants develop psychosocial coping skills critical to helping them make decisions that positively affect their lives.

Our community's need is great. There is a severe shortage of affordable housing and an extremely low vacancy rate. The Turn the Key program fills a gap in the community with respect to a lack of housing linked with supportive services for people with disabilities. The CoC 2018 Point-In-Time count identified 134 homeless people on a given night. Our community relies on the CoC Program support to help keep our clients stably housed, thereby reducing the number of incidences of homelessness affecting our community.

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# 2. Does your project have a specific Yes population focus?

### 2a. Please identify the specific population focus. (Select ALL that apply)

Chronic Homeless	x	Domestic Violence	x
Veterans		Substance Abuse	x
Youth (under 25)	x	Mental Illness	X
Families with Children	x	HIV/AIDS	
	•	Other (Click 'Save' to update)	

#### Other:

### 3. Housing First

# **3a. Does the project quickly move** Yes participants into permanent housing

#### 3b. Does the project ensure that participants are not screened out based on the following items? Select all that apply.

Having too little or little income	x
Active or history of substance use	x
Having a criminal record with exceptions for state-mandated restrictions	x
History of victimization (e.g. domestic violence, sexual assault, childhood abuse)	x
None of the above	

# 3c. Does the project ensure that participants are not terminated from the program for the following reasons? Select all that apply.

Failure to participate in supportive services	x
Failure to make progress on a service plan	x
Loss of income or failure to improve income	x

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Any other activity not covered in a lease agreement typically found for unassisted persons in the project's geographic area	x
None of the above	

3d. Does the project follow a "Housing First" Yes approach?

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## **3C. Dedicated Plus**

### **Dedicated and DedicatedPLUS**

A "100% Dedicated" project is a permanent supportive housing project that commits 100% of its beds to chronically homeless individuals and families, according to NOFA Section III.3.b.

A "DedicatedPLUS" project is a permanent supportive housing project where 100% of the beds are dedicated to serve individuals with disabilities and families in which one adult or child has a disability, including unaccompanied homeless youth, that at a minimum, meet ONE of the following criteria according to NOFA Section III.3.d:

(1) experiencing chronic homelessness as defined in 24 CFR 578.3;

(2) residing in a transitional housing project that will be eliminated and meets the definition of chronically homeless in effect at the time in which the individual or family entered the transitional housing project;

(3) residing in a place not meant for human habitation, emergency shelter, or safe haven; but the individuals or families experiencing chronic homelessness as defined at 24 CFR 578.3 had been admitted and enrolled in a permanent housing project within the last year and were unable to maintain a housing placement;

(4) residing in transitional housing funded by a joint TH and PH-RRH component project and who were experiencing chronic homelessness as defined at 24 CFR 578.3 prior to entering the project;

(5) residing and has resided in a place not meant for human habitation, a safe haven, or emergency shelter for at least 12 months in the last three years, but has not done so on four separate occasions; or

(6) receiving assistance through a Department of Veterans Affairs(VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system.

A renewal project where 100 percent of the beds are dedicated in their current grant as described in NOFA Section III.A.3.b. must either become DedicatedPLUS or remain 100% Dedicated. If a renewal project currently has 100 percent of its beds dedicated to chronically homeless individuals and families and elects to become a DedicatedPLUS project, the project will be required to adhere to all fair housing requirements at 24 CFR 578.93. Any beds that the applicant identifies in this application as being dedicated to chronically homeless individuals and families and elects to operate in accordance with Section III.A.3.b. Beds are identified on Screen 4B.

1. Indicate whether the project is "100% 100% Dedicated Dedicated", "DedicatedPLUS", or "N/A", according to the information provided above.

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## **4A. Supportive Services for Participants**

#### 1. For all supportive services available to participants, indicate who will provide them and how often they will be provided. Click 'Save' to update.

Supportive Services	Provider	Frequency
Assessment of Service Needs	Applicant	Weekly
Assistance with Moving Costs	Applicant	As needed
Case Management	Applicant	Weekly
Child Care	Non-Partner	As needed
Education Services	Non-Partner	As needed
Employment Assistance and Job Training	Non-Partner	As needed
Food	Non-Partner	As needed
Housing Search and Counseling Services	Applicant	Weekly
Legal Services	Non-Partner	As needed
Life Skills Training	Applicant	Weekly
Mental Health Services	Non-Partner	As needed
Outpatient Health Services	Non-Partner	As needed
Outreach Services	Applicant	As needed
Substance Abuse Treatment Services	Non-Partner	As needed
Transportation	Applicant	As needed
Utility Deposits	Applicant	As needed

# 2. Please identify whether the project includes the following activities:

# 2a. Transportation assistance to clients to Yes attend mainstream benefit appointments, employment training, or jobs?

2b. At least annual follow-ups with Yes participants to ensure mainstream benefits are received and renewed?

- 3. Do project participants have access to Yes SSI/SSDI technical assistance provided by the applicant, a subrecipient, or partner agency?
  - **3a. Has the staff person providing the** Yes technical assistance completed SOAR training in the past 24 months.

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# 4B. Housing Type and Location

# The following list summarizes each housing site in the project. To add a housing site to the list, select the icon. To view or update a housing site already listed, select the icon.

Total Units: 41

Total Beds: 61

### Total Dedicated CH Beds: 61

Housing Type	Housing Type (JOINT)	Units	Beds
Scattered-site apartments (		41	61

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## 4B. Housing Type and Location Detail

**1. Housing Type:** Scattered-site apartments (including efficiencies)

# 2. Indicate the maximum number of units and beds available for project participants at the selected housing site.

a. Units: 41

b. Beds: 61

#### 3. How many beds of the total beds in "2b. 61 Beds" are dedicated to the chronically homeless?

# This includes both the "dedicated" and "prioritized" beds from previous competitions.

### 4. Address:

Project applicants must enter an address for all proposed and existing properties. If the location is not yet known, enter the expected location of the housing units. For Scattered-site and Single-family home housing, or for projects that have units at multiple locations, project applicants should enter the address where the majority of beds will be located or where the majority of beds are located as of the application submission. Where the project uses tenant-based rental assistance in the RRH portion, or if the address for scattered-site or single-family homes housing cannot be identified at the time of application, enter the address for the project's administration office. Projects serving victims of domestic violence, including human trafficking, must use a PO Box or other anonymous address to ensure the safety of participants.

Street 1:19 Walnut StreetStreet 2:ArlingtonCity:ArlingtonState:MassachusettsZIP Code:02476

#### 5. Select the geographic area(s) associated with the address: (for multiple selections hold CTRL Key)

250078 Arlington

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# **5A. Project Participants - Households**



Click Save to automatically calculate totals

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# **5B. Project Participants - Subpopulations**

### Persons in Households with at Least One Adult and One Child

Characteristics	s Non-	Chronic ally Homeles s Veterans	ally Homeles s	ce Abuse		Severely Mentally III		Physical Disabilit y	mentaİ Disabilit	Persons not represen ted by listed subpopu lations
Adults over age 24	5	0	0	0	0	5	3	0	0	0
Adults ages 18-24	2	0	0	0	0	1	1	0	0	0
Children under age 18	7			0	0	0	5	0	2	0
Total Persons	14	0	0	0	0	6	9	0	2	0

**Click Save to automatically calculate totals** 

### Persons in Households without Children

Characteristics	Chronic ally Homeles s Non- Veterans	S	ally Homeles s	Substan ce Abuse	Persons with HIV/AID S	Severely Mentally III	Victims of Domesti c Violence		mentai Disabilit	Persons not represen ted by listed subpopu lations
Adults over age 24	22	5	0	17	0	22	2	8	1	0
Adults ages 18-24	20	0	0	19	0	12	0	0	2	0
Total Persons	42	5	0	36	0	34	2	8	3	0

### Click Save to automatically calculate totals

### Persons in Households with Only Children

Characteristics	Chronic ally Homeles s Non- Veterans	S	ally	ce Abuse	Persons with HIV/AID S		Victims of Domesti c Violence	Disabilit y	Develop mental Disabilit y	Persons not represen ted by listed subpopu lations
Accompanied Children under age 18										
Unaccompanied Children under age 18										
Total Persons	0			0	0	0	0	0	0	0

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# **5C. Outreach for Participants**

# 1. Enter the percentage of project participants that will be coming from each of the following locations.

10%	Directly from the street or other locations not meant for human habitation.	
90%	Directly from emergency shelters.	
	Directly from safe havens.	
	Persons fleeing domestic violence.	
100%	Total of above percentages	

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# 6A. Funding Request

- 1. Do any of the properties in this project No have an active restrictive covenant?
- 2. Was the original project awarded as either Yes a Samaritan Bonus or Permanent Housing Bonus project?
- 3. Does this project propose to allocate funds No according to an indirect cost rate?
  - 4. Renewal Grant Term: 1 Year
- 5. Select the costs for which funding is being requested:

Leased Units	Х
Leased Structures	
<b>Rental Assistance</b>	
Supportive Services	Х
Operating	Х
HMIS	

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# 6B. Leased Units Budget

The following list summarizes the funds being requested for one or more units leased for operating the projects. To add information to the list, select the icon. To view or update information already listed, select the icon.

Total Annual Assistance Requested:			\$685,927
Grant Term:			1 Year
Total Request for Grant Term:			\$685,927
Total Units:			41
FMR Area	Total Units Requested	Total Annual Budget Requested	Total Budget Requested
MA - Boston-Cambr	41	\$685,927	\$685,927

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### Leased Units Budget Detail

Enter the appropriate values in the "Number of Units" AND "Total Request" fields.

Metropolitan or non-metropolitan<br/>fair market rent area:MA - Boston-Cambridge-Quincy, MA-NH HUD<br/>Metro FMR Area (2500901260)

Size of Units	# of Units (Applicant)	Total Request (Applicant)	
SRO			
0 Bedroom	5		
1 Bedroom	20		
2 Bedroom	12		
3 Bedroom	4		
4 Bedroom			
5 Bedroom			
6 Bedroom			
7 Bedroom			
8 Bedroom			
9 Bedroom			
Total Units and Annual Assistance Requested	41	\$685,927	
Grant Term		1 Year	
Total Request for Grant Term		\$685,927	

### Leased Units Annual Budget

Click the 'Save' button to automatically calculate totals.

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# 6D. Sources of Match

# The following list summarizes the funds that will be used as Match for the project. To add a Matching source to the list, select the icon. To view or update a Matching source already listed, select the icon.

#### **Summary for Match**

Total Value of Cash Commitments:	\$71,293
Total Value of In-Kind Commitments:	\$0
Total Value of All Commitments:	\$71,293

#### 1. Does this project generate program income Yes as described in 24 CFR 578.97 that will be used as Match for this grant?

#### 1a. Briefly describe the source of the program income:

Monthly Occupancy Charges

# **1b. Estimate the amount of program income** \$71,293 that will be used as Match for this project:

Match	Туре	Source	Contributor	Date of Commitment	Value of Commitments
Yes	Cash	Private	Program Income: M	08/01/2018	\$71,293

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# **Sources of Match Detail**

1. Will this commitment be used towards Match?	Yes
2. Type of Commitment:	Cash
3. Type of Source:	Private
4. Name the Source of the Commitment: (Be as specific as possible and include the office or grant program as applicable)	Program Income: Monthly Occupancy Charges
5. Date of Written Commitment:	08/01/2018
6. Value of Written Commitment:	\$71,293

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# 6E. Summary Budget

The following information summarizes the funding request for the total term of the project. Budget amounts from the Leased Units, Rental Assistance, and Match screens have been automatically imported and cannot be edited. However, applicants must confirm and correct, if necessary, the total budget amounts for Leased Structures, Supportive Services, Operating, HMIS, and Admin. Budget amounts must reflect the most accurate project information according to the most recent project grant agreement or project grant agreement amendment, the CoC's final HUD-approved FY 2017 GIW or the project budget as reduced due to CoC reallocation. Please note that, new for FY 2017, there are no detailed budget screens for Leased Structures, Supportive Services, Operating, or HMIS costs. HUD expects the original details of past approved budgets for these costs to be the basis for future expenses. However, any reasonable and eligible costs within each CoC cost category can be expended and will be verified during a HUD monitoring.

Eligible Costs	Total Assistance Requested for 1 year Grant Term (Applicant)
1a. Leased Units	\$685,927
1b. Leased Structures	\$0
2. Rental Assistance	\$0
3. Supportive Services	\$165,231
4. Operating	\$50,520
5. HMIS	\$0
6. Sub-total Costs Requested	\$901,678
7. Admin (Up to 10%)	\$69,417
8. Total Assistance plus Admin Requested	\$971,095
9. Cash Match	\$71,293
10. In-Kind Match	\$0
11. Total Match	\$71,293
12. Total Budget	\$1,042,388

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# 7A. Attachment(s)

Document Type	Required?	Document Description	Date Attached
1) Subrecipient Nonprofit Documentation	No		
2) Other Attachmenbt	No	Sites for Work Pe	08/07/2018
3) Other Attachment	No		

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# **Attachment Details**

**Document Description:** 

## **Attachment Details**

**Document Description:** Sites for Work Performance\_HUD 50070

# **Attachment Details**

**Document Description:** 

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# 7B. Certification

### A. For all projects: Fair Housing and Equal Opportunity

It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and regulations pursuant thereto (Title 24 CFR part I), which state that no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance, and will immediately take any measures necessary to effectuate this agreement. With reference to the real property and structure(s) thereon which are provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer, transferee, for the period during which the real property and structure(s) are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

It will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and with implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status or national origin.

It will comply with Executive Order 11063 on Equal Opportunity in Housing and with implementing regulations at 24 CFR Part 107 which prohibit discrimination because of race, color, creed, sex or national origin in housing and related facilities provided with Federal financial assistance.

It will comply with Executive Order 11246 and all regulations pursuant thereto (41 CFR Chapter 60-1), which state that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal contracts and shall take affirmative action to ensure equal employment opportunity. The applicant will incorporate, or cause to be incorporated, into any contract for construction work as defined in Section 130.5 of HUD regulations the equal opportunity clause required by Section 130.15(b) of the HUD regulations.

It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701(u)), and regulations pursuant thereto (24 CFR Part 135), which require that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project and contracts for work in connection with the project be awarded in substantial part to persons residing in the area of the project.

It will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and with implementing regulations at 24 CFR Part 8, which prohibit discrimination based on disability in Federally-assisted and conducted programs and activities.

It will comply with the Age Discrimination Act of 1975 (42 U.S.C. 6101-07), as amended, and implementing regulations at 24 CFR Part 146, which prohibit discrimination because of age in projects and activities receiving Federal financial assistance.

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It will comply with Executive Orders 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by businesses owned and operated by members of minority groups and women.

If persons of any particular race, color, religion, sex, age, national origin, familial status, or disability who may qualify for assistance are unlikely to be reached, it will establish additional procedures to ensure that interested persons can obtain information concerning the assistance. It will comply with the reasonable modification and accommodation requirements and, as appropriate, the accessibility requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973, as amended.

#### Additional for Rental Assistance Projects:

If applicant has established a preference for targeted populations of disabled persons pursuant to 24 CFR 578.33(d) or 24 CFR 582.330(a), it will comply with this section's nondiscrimination requirements within the designated population.

#### B. For non-Rental Assistance Projects Only.

#### 20-Year Operation Rule.

Applicants receiving assistance for acquisition, rehabilitation or new construction: The project will be operated for no less than 20 years from the date of initial occupancy or the date of initial service provision for the purpose specified in the application.

#### 15-Year Operation Rule – 24 CFR part 578 only.

Applicants receiving assistance for acquisition, rehabilitation or new construction: The project will be operated for no less than 15 years from the date of initial occupancy or the date of initial service provision for the purpose specified in the application.

#### 1-Year Operation Rule.

For applicants receiving assistance for supportive services, leasing, or operating costs but not receiving assistance for acquisition, rehabilitation, or new construction: The project will be operated for the purpose specified in the application for any year for which such assistance is provided.

#### C. Explanation.

Where the applicant is unable to certify to any of the statements in this certification, such applicant shall provide an explanation.

#### Name of Authorized Certifying Official Erin Bradley

Date: 08/15/2018

Title: Executive Director

#### Applicant Organization: Somerville Homeless Coalition, Inc.

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### PHA Number (For PHA Applicants Only):

I certify that I have been duly authorized by the applicant to submit this Applicant Certification and to ensure compliance. I am aware that any false, ficticious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties . (U.S. Code, Title 218, Section 1001).

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# **Submission Without Changes**

# **1. Are the requested renewal funds reduced** No from the previous award as a result of reallocation?

2. Do you wish to submit this application Make changes without making changes? Please refer to the guidelines below to inform you of the requirements.

# 3. Specify which screens require changes by clicking the checkbox next to the name and then clicking the Save button.

Part 2 - Subrecipient Information	
2A. Subrecipients	X
Part 3 - Project Information	
3A. Project Detail	X
3B. Description	X
3C. Dedicated Plus	X
Part 4 - Housing Services and HMIS	
4A. Services	X
4B. Housing Type	X
Part 5 - Participants and Outreach Information	
5A. Households	X
5B. Subpopulations	X
5C. Outreach	X
Part 6 - Budget Information	
6A. Funding Request	X
6B. Leased Units	X

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6D. Match	X
6E. Summary Budget	X
Part 7 - Attachment(s) & Certification	
7A. Attachment(s)	X
7B. Certification	X

The applicant has selected "Make Changes" to Question 2 above. Please provide a brief description of the changes that will be made to the project information screens (bullets are appropriate):

This is a consolidated grant application. No data was imported from previous grant.

The applicant has selected "Make Changes". Once this screen is saved, the applicant will be prohibited from "unchecking" any box that has been checked regardless of whether a change to data on the corresponding screen will be made.

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# **8B Submission Summary**

Page	Last Updated				
1A. SF-424 Application Type	08/07/2018				
1B. SF-424 Legal Applicant	No Input Required				
1C. SF-424 Application Details	No Input Required				
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1D. SF-424 Congressional District(s)	08/08/2018
1E. SF-424 Compliance	08/02/2018
1F. SF-424 Declaration	08/02/2018
1G. HUD-2880	08/02/2018
1H. HUD-50070	08/02/2018
1I. Cert. Lobbying	08/02/2018
1J. SF-LLL	08/02/2018
Recipient Performance	08/08/2018
Renewal Grant Consolidation	08/07/2018
2A. Subrecipients	No Input Required
3A. Project Detail	08/07/2018
3B. Description	08/15/2018
3C. Dedicated Plus	08/07/2018
4A. Services	08/07/2018
4B. Housing Type	08/08/2018
5A. Households	08/08/2018
5B. Subpopulations	No Input Required
5C. Outreach	08/07/2018
6A. Funding Request	08/06/2018
6B. Leased Units	08/07/2018
6D. Match	08/08/2018
6E. Summary Budget	No Input Required
7A. Attachment(s)	08/07/2018
7B. Certification	08/15/2018
Submission Without Changes	08/07/2018

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### Somerville Homeless Coalition 1 Davis Square, Somerville, MA 02144

### Better Homes 2: MA0264L1T171710

	Address				
	2 Meacham Street #7				
	Somerville, MA 02145 Middlesex				
	136 Highland Avenue #10				
	Somerville, MA 02145				
	Middlesex				
	136 Highland Avenue #23				
	Somerville, MA 02145				
	Middlesex				
	407 Somerville Avenue				
	Somerville, MA 02143				
	Middlesex				
	138 Highland Avenue #16				
	Somerville, MA 02145				
	Middlesex	<u> </u>			
	1160 Massachusetts Ave. # 17				
	Arlington, MA 02476				
	Middlesex				
	138 Highland Ave. #33 Somerville, MA 02143				
	Middlesex				
	138 Highland Ave. #3	<u> </u>			
	Somerville, MA 02145				
	Middlesex				
	1160 Massachusetts Ave. #3				
	Arlington, MA 02476				
	Middlesex				
	21 Grove Street # 2				
	Arlington, MA 02476				
	Middlesex				
	1370 Broadway #R-10 J				
	Somerville, MA 02144 Middlesex				
	1173 Massachusetts Ave.				
	Arlington, MA 02476				
	Middlesex				
	31 Hudson Street #1	1			
	Somerville, MA 02143				
	Middlesex				
	25A Walnut Street				
	Arlington, MA 02476				
	Middlesex				

252 Mass. Ave. #7 Arlington, MA 02474
 Middlesex
25 Pierce Street #2
Everett, MA
Middlesex
109 Gilman Street #2
Somerville, MA 02145
Middlesex
109 Gilman Street # 6
Somerville, MA 02145
Middlesex

### Coordinated Entry: MA02584L1T171701

### HMIS Dedicated: MA0614L1T171700

#### Better Homes 4: MA0615L1T171700

Somerville Homeless Coalition 1 Davis Square Somerville, MA 02144 Middlesex

### Somerville Homeless Coalition 1 Davis Square Somerville, MA 02144

### Better Homes: MA0263L1T171710

Address			
2 Meacham Street #2 Somerville, MA 02145 Middlesex			
21 Grove Street #3 Arlington, MA 02476 Middlesex			
8 Langmaid Ave. #32 Somerville, MA 02145 Middlesex			
138 Highland Avenue #25 Somerville, MA 02145 Middlesex			
111 Walnut Street #33 Somerville, MA 02145 Middlesex			
25 Pierce Avenue #3 Everett, MA 02149 Middlesex			
138 Highland Ave. #3 Somerville, MA 02145 Middlesex			
258 Mass. Ave. #3 Arlington, MA 02474 Middlesex			
109 Gilman Street #5 Somerville, MA 02145 Middlesex			

### Somerville Homeless Coalition 1 Davis Square, Somerville, MA 02144 Sobriety and Stability 2: MA0259L1T171710

Address		
19 Walnut Street # 1		
Arlington, MA 02476		
Middlesex		
19 Walnut Street # 2		
Arlington, MA 02476		
Middlesex		
19 Walnut Street # 3		
Arlington, MA 02476		
Middlesex		
19 Walnut Street # 4		
Arlington, MA 02476		
Middlesex		
19 Walnut Street # 5		
Arlington, MA 02476		
Middlesex		
19 Walnut Street # 6		
Arlington, MA 02476		
Middlesex		
136 Highland Ave #3		
Somerville, MA 02145		
Middlesex		

### Sobriety and Stability: MA0258L1T171710

Address		
19 Grove Street # 2		
Arlington, MA 02476		
Middlesex		
19 Grove Street #4		
Arlington, MA 02476		
Middlesex		
19 Grove Street #5		
Arlington, MA 02476		
Middlesex		
19 Grove Street #6		
Arlington, MA 02476		
Middlesex		
17 Grove Street #1		
Arlington, MA 02476		
Middlesex		
21 Grove Street # 1		
Arlington, MA 02476		
Middlesex		

### Somerville Homeless Coalition 1 Davis Square, Somerville, MA 02144

### Shelter Plus Care: MA0274L1T171710

Address	Zip Code			
2 Meacham Street #1 Somerville, MA 02145 Middlesex				
431 Broadway #22 Somerville, MA 02145 Middlesex				
111 Walnut St. #11 Somerville, MA 02145 Middlesex				
7 Maxwells Green #104 Somerville, MA 02145 Middlesex				
2 Meacham Street #6 Somerville, MA 02145 Middlesex				
133 West Selden St. #1 Mattapan, MA 02126 Suffolk				
35-37 Sydney St. Somerville, MA 02143 Middlesex				