

About FHPAP, EA, and EGA

9/11/2023

Program comparison






Program detail	Family Homelessness Prevention and Assistance Program (FHPAP)	Emergency Assistance (EA) and Emergency General Assistance (EGA)
State agency involved	Minnesota Housing.	Minnesota Department of Human Services.
Funding source	State funding.	EA: Federal Temporary Assistance for Needy Families (TANF) funding. EGA: State funding.
Funding available	Typical base funding \$10,269,000 per year. 55% awarded to Twin Cities metropolitan area; 45% awarded to Greater Minnesota and Tribes. \$95 million additional for 2024-2025.	EA: data coming later. EGA: \$6,729,812 per fiscal year.
Local administrators	Tribal Nations, Twin Cities counties, and nonprofits in Greater Minnesota serve as providers. Those providers can contract with subgrantees. For 2023-2025, Housing has chosen 22 administrators, who in turn have 80 subgrantees.	Minnesota's 87 counties and 11 Tribal Nations can serve as local administrators. Some choose not to offer EA/EGA programs.
How entities become local administrators	Minnesota Housing chooses providers through a periodic request for proposals (RFP) process.	Statute dictates which entities can become local administrators.

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Program eligibility oversight	<p>Minnesota Housing sets minimum eligibility criteria for all providers. It also offers a few criteria local administrators can choose to impose.</p> <p>Local administrators can only add more criteria with approval from Minnesota Housing.</p>	<p>Department of Human Services sets minimum eligibility criteria.</p> <p>Local administrators can add more eligibility criteria at their discretion.</p>
State or federal eligibility minimum criteria	<ul style="list-style-type: none"> • Household income must be at or below 200% of federal poverty guidelines. <ul style="list-style-type: none"> ○ \$60,000 for family of four. • Minnesota resident or a household otherwise approved by Minnesota Housing. • Be homeless or at imminent risk of homelessness and in need of services and/or financial assistance due to a housing crisis. 	<p>EA:</p> <ul style="list-style-type: none"> • Be a pregnant woman or a family with children. • Have income at or below 200% of the federal poverty guidelines. <p>EGA:</p> <ul style="list-style-type: none"> • Be a household without children in an emergency facing losing a basic need item. • Household income must be at or below 200% of federal poverty guidelines. • Not have received this or other types of assistance within certain timeframes. • Lived in Minnesota for 30 days.
Eligible expenses	<ul style="list-style-type: none"> • Rental deposit. • Rent payment. • Mortgage payment. • Utilities. • Other expenses that keep people in housing. • Services, such as case management. 	<p>Local administrators set eligible expenses. Most funds go towards rent, utilities, and damage deposits.</p>
Application form	<p>Local administrators create their own application form.</p>	<p>Local administrators use DHS’s application methods (Combined Application Form or mnbenefits.mn.gov).</p>

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Verification requirements	Set by Minnesota Housing. They include: <ul style="list-style-type: none"> • Income documentation. • Rental payment, deposit, or utilities documentation. • Homeless Management Information System (HMIS) demographics. 	Set by local administrators.
Electronic system used	HMIS	MAXIS
Metrics: 2 weeks from application to determination	Data not currently tracked. Applicant information is only entered into HMIS after an application has been approved.	<p>EA: 34% of applications decided within 7 days, 88% within 30 days in CY2019.</p> <p>EGA: 29.7 days in FY2023, for all applications statewide.</p> <p>There are no state-set requirements to process these applications within particular timeframes. After 30 days of a pending application, MAXIS auto-denies the case.</p>
Metrics: 30 days from application to payment	<p>For “Fast Track” funds, administrators must process payments within 30 days from receipt of all required documentation. This is not true for “Standard” funds.</p> <p>In August, Housing informally asked providers if they were meeting the 30-day expectation. About half of providers responded, representing 3,500 households. There were no payments beyond 30 days, except one that was returned in the mail and one that was lost in the mail.</p>	<p>EA: data coming later.</p> <p>EGA: data coming later.</p>

Process overview

This document provides a general outline of the program processes. The exact process varies by local administrator and how a person learns about options for help.

Process step	Family Homelessness Prevention and Assistance Program (FHPAP)	Emergency Assistance (EA) and Emergency General Assistance (EGA)
 <p>Person connects with local administrator</p>	<p>Applicants must connect with a local administrator.</p> <p>Select Tribal Nations, counties, and nonprofits serve as local administrators.</p>	<p>Applicants can contact a local administrator; or they can apply online, and the system will send the application to a local administrator.</p> <p>The local administrator is the person's Tribal Nation or county.</p>
 <p>Person completes an application</p>	<p>A person fills out the local administrator's application form.</p>	<p>A person fills out the Combined Application Form or mnbenefits.mn.gov.</p>
 <p>Administrator verifies information</p>	<p>A local administrator reviews the application.</p> <p>The person provides documents to prove information on their application.</p>	<p>A local administrator reviews the application and enters the information into MAXIS.</p> <p>The person provides documents to prove information on their application.</p> <p>The local administrator interviews the person.</p>
 <p>Administrator approves or denies assistance</p>	<p>A local administrator determines whether the person is eligible for the program.</p> <p>The local administrator enters the person's information into HMIS if they are approved.</p>	<p>A local administrator determines whether the person is eligible for the program based on their local EA/EGA policy.</p>
 <p>Administrator pays for rental assistance</p>	<p>The local administrator collects vendor payment information if needed.</p> <p>The local administrator pays the property owner.</p>	<p>The local administrator collects vendor payment information if needed.</p> <p>The state pays the vendor.</p>

Note: This process overview only includes the financial assistance transaction that occurs as part of the FHPAP program. For FHPAP, there is also a strong supportive service component that includes case management, negotiations with property owners or other entities, assistance with locating new housing, assistance with mitigating court evictions, assistance accessing mainstream benefits or employment, etc. Many property owners have indicated in surveys that the service component has the same value as the financial assistance.