



Housing Access for Justice-involved Individuals Grant

FAQ

Updated 4/25/2025

GENERAL

Q: Where can I submit questions?

A: For questions on EGrAMs, you can email LEO-GRANTS@michigan.gov. For general questions about the grant opportunity, you can email LEO-povertytaskforce@michigan.gov. This FAQ page will be updated periodically as new questions come in. The last day to submit questions is May 13th, and the final FAQ page will be updated on May 14th.

Q: Are local governments eligible to apply?

A: Yes

Q: How many grants are you expecting to award?

A: 1 to 2

Q: Do the landlords have to live in the service area? If not, should they live in Michigan?

A: Ideally, landlords should live in the service area, but if not, they must live in Michigan.

Q: Is city housing code the only acceptable standard or are other means of insuring habitability acceptable, such as HUD Housing Quality Standards?

A: The grantee must use whichever housing code has higher standards to ensure good quality housing in their service area. We know that this population in particular struggles with being placed in housing that is safe and good quality, not just 'habitable', and we want to ensure that this program does not place people in unsafe or poor-quality housing.

Q: The RFP lists a range of 10-40 landlords. How flexible is this range? Can you work with a lesser range?

A: That range is a projected goal for the total number of landlords who receive services, which may include landlords you have already worked with but have never rented to justice-involved individuals before, or who receive educational services but do not end up renting to a justice-involved individual for a number of reasons, for example. The total number of 'new' landlords is projected at 5-20. This category includes landlords who you have not worked with before, who are resistant to renting to justice-involved individuals, and who ultimately fully participate in the program. While we want to see grantees building relationships with as many new landlords as possible, that is not the only criteria with which we will evaluate applications.

Q: What type of background check should be used with program participants?

A: Michigan State Police background checks (ICHAT) are sufficient. However, if the landlord prefers to use another background check, that will be acceptable. Out of state background checks or certain registries are not required.

Q: Would a county typically considered suburban but usually categorized as urban for many HUD programs count as an urban community?

A: Yes, you can count a suburban community as an urban community for this application.

FUNDING USES

Q: My nonprofit organization rents/provides transitional housing to justice-involved individuals. Can we be the landlord receiving the financial incentive?

A: No. One of the goals of this pilot is to recruit landlords who are resistant to renting to justice-involved individuals.

Q: Are we able to utilize the funding for the existing emergency housing assistance?

A: The funding can be used to support justice-involved individuals' rent payments on an emergency basis in a NEW housing placement. It cannot be used to provide emergency housing assistance if the justice-involved individual is already housed when enrolling in the program.

Q: Is renters insurance payments an allowable incentive use/expense?

A: No. The incentives must either go directly to the landlord in the form of rent or some other financial incentive. Keep in mind that the incentive amount per tenant is capped at \$4,000 and the tenant must have a sustainable source of income; providing a monthly subsidy to pay for additional costs is not a long-term solution for the purpose of this pilot program. If the tenant is unable to afford their rental insurance due to large, unexpected expenses (e.g., car repair, emergency healthcare, etc.), you could use the incentive dollars to set up a fund to help subsidize rent for a one-time payment, but not month-to-month.

Q: Can you clarify what you mean by 'new' landlords? Can the incentive funds be provided to any landlord?

A: We want these funds to be used to target relationship building with landlords that are hesitant or resistant to rent to justice-involved individuals. The funds cannot be given to a landlord who is currently renting to justice-involved individuals without the benefit of the incentive, and who has no qualms about renting to justice-involved individuals. You could, however, use the funds to incentivize a landlord who refuses to rent to justice-involved individuals with certain types of convictions, if the funds are used to house a justice-involved individual with that conviction. For example, a landlord may rent to justice-involved individuals generally, but refuse to rent to people with certain crimes. If you have a program participant with that specific conviction who is having a hard time obtaining housing, you can use the funds to incentivize that landlord to rent to them. Another example is perhaps you know a landlord who used to rent to justice-involved individuals but no longer does due to a bad experience. The funds can be used in that situation to incentivize that landlord to give justice-involved individuals a second chance.

Q: Can funds be used to incentivize repairs prior to move-in based on the housing inspection, to expedite move in?

A: Not directly. The funds can be used to provide a sign-on bonus to the landlord, who can use that bonus however they choose, including completing repairs. The funds must go directly to the landlord, not a third party.

Q: Can some of the funding be used towards staffing?

A: Yes. Under the budget section, there are dedicated budget categories for Salaries and Budgets. 10% of the grant dollars can go towards indirect costs. Direct program salaries and staffing are not included in indirect costs.

Q: Can the funds be used to provide on-going rental subsidy, or is it just first month's rent, security deposit, and/or emergency rental assistance?

A: No. The incentive amount per tenant is capped at \$4,000 and the tenant must have a sustainable source of income; providing a monthly subsidy is not a long-term solution for the purpose of this pilot program. If the tenant is unable to afford their rent due to large, unexpected expenses (e.g., car repair, emergency healthcare, etc.), you could use the incentive dollars to set up a fund to help subsidize rent for a one-time payment, but not month-to-month. Keep in mind, the incentive dollars are meant to attract landlords who are otherwise hesitant to renting to justice-involved individuals.

Q: If we use the incentive to pay first month's rent and security deposit, and the tenant moves out, does the security deposit go to the tenant?

A: No, the security deposit will go back to the grantee to be used for helping another justice-involved individual obtain housing. This should be written into the program agreement made between the grantee, the tenant and the landlord.

Q: Can grant funds be used to attract landlords?

A: Certain incentive uses, like a sign-on bonus for landlords, are an option to attract landlords. Certain educational or promotional materials can be listed in your budget under materials and supplies.

Q: Can funds only be used for individuals or, could our program allocate some funds for families served in our programs who have a family member who is a justice-involved individual?

A: The funding ultimately all goes to the landlord and must be used to place a justice-involved individual into housing (not to maintain current housing). If the justice-involved individual has a family that they want to live with permanently, and the funding would help incentivize a resistant landlord to rent to the entire family unit, including the justice-involved individual, then that is an option. The funding cannot be used to supplement a family member's income so they are willing to provide temporary housing to a justice-involved individual.

Q: What is the funding source for this grant opportunity?

A: The funding comes from the State's General Fund and a contribution from the Michigan Justice Fund. These funds are not sourced from federal dollars.

Q: Is the total landlord incentive cap of \$1,200 part of the total for the justice-involved individual program participant incentive \$4,000 amount?

A: IF you decide to do a sign-on bonus for landlords, then yes, it is included in the \$4,000 cap per program participant (justice-involved individual) and is capped at \$1,200 per landlord. As an example, you could work with a landlord that ends up renting to two justice-involved individuals, and you could divide and subtract the \$1,200 evenly from each of those two funds (\$600 subtracted from \$4,000 for each).

Whether you decide to do the \$1,200 sign on bonus is up to you, that is just one suggested use. You could also make that sign-on bonus a smaller amount, or the total \$4,000 per justice-involved individual a smaller amount, if that makes sense for your organization and community. We ask that you explain how many justice-involved individuals you intend to serve, and how you will use the incentive funds in your budget as well as the proposal narrative.

EDUCATION COMPONENT

Q: Will standard renter trainings, financial literacy courses, and education on renting to justice-involved individuals be provided, or is this something the grantee will need to develop?

A: The grant administration team can provide examples of resources that already exist for the educational component of the grant, however we will want to see the grantee develop, or work with a partner organization who can develop, the educational resources in a way that fits the needs of their community.

Q: How do you suggest we track program participation among landlords and tenants, including the educational/training components?

A: The grantee should have some type of case management database with which they can track program participation. We expect the grantee, landlord and tenant to sign an agreement to participate in the program which lays out the program expectations, including receiving education, participating in regular check-ins, and contributing to the pilot evaluation, if necessary.

EVALUATOR RFP

Q: Is the indirect rate in the budget limited to 10%?

A: Yes.

Q: Does the “proposal narrative” include the Business Organization & History and Budget & Budget Narrative sections, and count toward the 8-page limit?

A: The Business Organization & History is included in the eight-page limit. The budget/budget narrative is not included in the limit.

Q: Can you provide example of what other “essential” attachments may be acceptable, in addition to resumes?

A: Examples include documents and charts relevant to your evaluation process, such as a proposed evaluation timeline, or a comparable previous evaluation report to provide an example of your work.

Q: Is the Technical Proposal different from the Proposal Narrative?

A: No, the Technical Proposal and Proposal Narrative are the same thing. It includes:

- Business Organization and History
- Scope of Services
- Competence, Experience, and Staff Capacity
- Budget/Budget Narrative

Q: Is there a page limit for each resume for project team members?

A: No

EGRAMS

Q: How long does it take for the activation approval in EGRAMs for new user accounts? How will we be notified that it is now active?

A: Activation approval will take 24 hours or less. You can email the EGRAMs helpdesk at LEO-GRANTS@michigan.gov to expedite approval. Once your account is active, you will receive an email notification.

Q: Is the milogin for Business different from EGrAMs?

A: Yes. If you do not already have an EGrAMs account you will need to create one. You can find [instructions on how to create an EGrAMs account here](#). Click on the HAJII-2025 Program link, then the User Document tab. You should see multiple links with helpful information. You can also [watch the webinar recording, linked on the HAJII webpage](#).

Q: We have submitted grants through EGrAMs in the past but when I entered our FEIN number, it did not find our agency.

A: It may have been registered on the MDHHS EGrAMs site, which is independent from the MI-LEO EGrAMs site. If you're certain your agency profile exists in the MI-LEO EGrAMs and you're not finding it, please contact the helpdesk at LEO-GRANTS@michigan.gov.

Q: Is there a character limit in EGrAMs?

A: Yes. If it is not specified, the answers will be limited to 5,000 characters.

Q: Can the Project Director or designee be assigned to multiple responsibilities at once in this program? Or does every position need to be a different person?

A: EGrAMs only allows one assignment per user profile. This ensures separation of duties within the system.