2021 EHH & CoC RRH RFP Application Workshop

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Welcome

- ***This meeting will be recorded*** *and posted on the HSC website. It is a public record subject to disclosure. By continuing to be in the meeting, you are consenting to being recorded and consenting to this record being released to public record requestors who may see you, your home and your family members in the recording. You have the option to turn off you camera and participate with audio only.*

- Please mute when you are not speaking. Callers can mute and unmute by pressing *6.

- We will try to address some questions as we go. If you have a question, **type it in the chat** and send to "Everyone" or **raise hand** by clicking the "participants" or "more" option. Callers can raise and lower hand by pressing *9 and unmute by pressing *6.

Agenda

1. Homeless Services Funding Overview
2. EHH RFP & Application Forms
3. CoC RRH RFP & Application Forms
4. Scoring Criteria
5. Review Process
6. RFP & EHH Contract Timeline
7. Q&A

Homeless Services Funding Overview
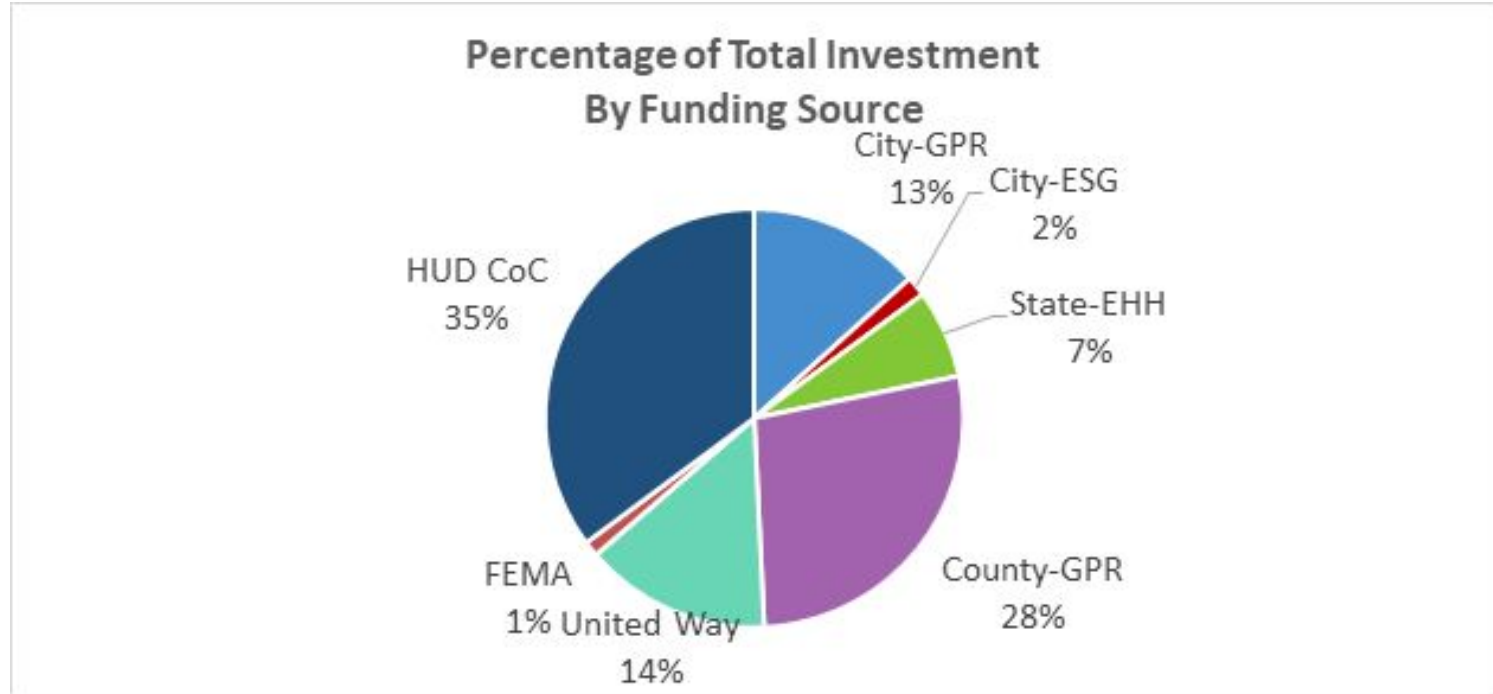
2020 Funding Analysis

What is EHH funding?

- Combination of the following grant sources:
  - **Federal Emergency Solutions Grant (ESG)** that comes to State of Wisconsin
  - **State Homeless Prevention Program (HPP)** grant
  - **State Housing Assistance Program (HAP)** grant

- State allocates EHH funds to Continuum of Cares (CoCs); each CoC submits a consolidated application to the State
- City of Madison serves as the lead applicant and grant recipient for Dane CoC and subcontracts with agencies approved by the Dane CoC Board of Directors
- Grant Period: July 1, 2021 – June 30, 2022 (can be extended to Sep 30, 2022)

EHH RFP Review

- Total funds available: $650,000 (same as current year)
- Eligible activities:
  - Street outreach - ESG only
  - Emergency Shelter - ESG only
  - Homelessness Prevention - ESG & HPP
  - Rapid Rehousing - ESG, HPP & HAP
  - Other Housing Programs- HAP only
- Eligible program participants & costs
- Requirements
- Attachment A: Eligible participants
- Attachment B: Client File Checklists

Main Requirements of EHH Funds

- Follow Written Standards
- Involuntary family separation and nondiscrimination
- Conflict of interest
- Confidentiality
- Homeless Management Information System (HMIS)
- Coordinated Entry System
- Rent assistance specific requirements (VAWA, habitability standards, fair market rent, rent reasonableness)
- Document client eligibility and services (See RFP Attachment B Client File Checklist)
- Submit a monthly performance report and invoice to the City
- Comply with annual monitoring by the City and/or State
- Provide 100% match - ESG ONLY

Make sure you review the EHH Program Manual, Written Standards, HUD ESG Interim Rule (if applying for ESG funds) linked in the RFP for full requirements.

EHH Application Materials Review

- EHH Project Application
- New Project Application (new projects without performance report ONLY)
- Written Standards Checklist - general, project-specific, emergency transfer plan (housing programs only)
- EHH Certification
- Environmental Review Exemption
- Certification of Local Government Approval (new emergency shelter ONLY)

Application materials can be found on the [HSC website](#).

Match Documentation

- ESG requires a dollar for dollar (100%) match
- HPP and HAP do not require match and can be used as match for ESG funds
- Cash or in-kind
- Source: non-ESG HUD funds, other federal grants, state, county, city grants, private funds, other (donations, volunteer hours, etc)
- Sample agency match letter language:

    "(Agency name) commits to providing cash match for (project name). The amount of the matching funds will be 100% of the ESG funds approved for the project, up to $(request amount). The source of the matching funds is agency fundraising. The matching funds will be available from July 1, 2021 to June 30, 2022 and will be used in accordance with all requirements that apply to ESG grant funds. The matching funds will not be used to match any other grant."

EHH Request Amount

Currently funded project funding amount:

Project Type	Range	Average
Street Outreach	$10,000 - $25,000	$17,500
Emergency Shelter	$10,000 - $25,000	$21,667
Rapid Rehousing	$50,000 - $75,790	$62,698
Homelessness Prevention	$52,000 - $154,510	$103,255
Other Housing (HAP)	$10,000 - $40,000	$25,000

Minimum acceptable amount is an important consideration.

What is CoC funding?

- Department of Housing and Urban Development (HUD) - Continuum of Care (CoC) Program
- Designed to:
  - Promote community wide commitment to the goal of ending homelessness
  - Provide funding for efforts by nonprofit providers and State and local governments to quickly rehouse people
  - Promote access to and effect utilization of mainstream programs by people experiencing homelessness
  - Optimize self-sufficiency among people
- Announced through the annual Notice of Funding Availability (NOFA)
  - Both local and national competition

Why RFP outside of normal funding cycle?

- Fiscal Year(FY) 2020
  - No CoC competition
  - HUD renewed all CoC-funded projects
- Tenant Resource Center
  - Not seeking to renew RRH project
  - Was awarded $91,399
- Guidance from HUD
  - Have an RFP to transfer the project to another recipient
- HSC Board of Directors
  - Approved combining this with EHH funding process
  - Rapid Rehousing project serving single adults

RFP - CoC Rapid Rehousing

- Funding amount: $91, 399
- Program type: Permanent Housing - Rapid Rehousing
- Grant Term: January 1, 2022 - December 31, 2022*
- Number served: At least 6 households
- Population focus: Single Adults, prioritizing youth ages 18-24, must take on any participants remaining in Tenant Resource Center program as of January 1, 2022
- Required services: Move-in costs, rental assistance, assessment of service needs, case management, housing search, life skills training, referral and connection to other services requested by participant
- Provide in-kind or cash match of $22,850

*Opportunity for renewal in FY2021 CoC NOFA

Main Requirements of CoC Funds

- Follow applicable federal regulations
- Use Homeless Management Information System (HMIS)
- Participate in Coordinated Entry System
- Follow Written Standards
- Participate in HSC Core Committee meetings
- Assist with preparation of annual CoC-funding application
- Establish accounts in E-snaps, SAGE and eLOCCS (if awarded funds)
- Submit an Annual Performance Report (APR) to HUD

CoC Application Materials Review

- EHH Project Application - Rapid Rehousing
- Budget Form, Continuum of Care – Rapid Rehousing
- Written Standards Checklists
  - General
  - Rapid Rehousing
  - Emergency Transfer Plan
- Documentation of Match

Application materials can be found on the HSC website.

Scoring Criteria

All Projects

- Description - 30 points
- Project Specific Questions - 30 points
- Agency & Staff Qualification - 15 points
- Written Standards - 15 points
- Quality Improvement - 15 points
- Budget - 15 points
- Total = 120 points

New Projects

- Agency Experience - 20 points
- Written Standards - 20 points
- Implementation Timeline - 20 points
- Implementation Plan - 20 points
- Partnerships - 20 points
- Housing First - 20 points
- Total = 120 points

Existing Projects - Performance Score = 120 points (to be completed by the city staff)

Review Process

Review team comprised of HSC board members, Lived Experience Committee members, City and County staff make a recommendation to the HSC Board of Directors.

What is considered:

- Project Application Scores
- Performance scores (for existing projects) or New Project Application (new project proposals)
- Q&A responses

The HSC Board of Directors makes the final decision at the board meeting.

RFP & EHH Contract Timeline

Activity	Timeline
Application materials and info posted on the HSC website	5/21 (Fri)
Agency application workshop	5/27 (Thu) 1:30-3pm
Agency applications due	**6/9 (Wed) 5pm**
Agency Q&A	6/15 (Tue) 9am-1pm
Review Team recommendation sent to HSC Board and applicant agencies	6/16 (Wed)
HSC board meeting to finalize the funding allocation decision	6/24 (Thu) 11am-1pm
Resolution to accept State EHH funds and enter into contracts with subrecipient agencies approved by the HSC board to be approved by Common Council	7/20 (Tue)
Contract activated for invoicing*	August

*Eligible expenses with proper documentation can be incurred after July 1, 2021 prior to contract sigining and be reimbursed after contract is activated.

Q&A

- Please submit your questions in the chat or raise hand.
- Recording and presentation materials will be posted on the HSC website funding page.
- If you have additional questions that we did not address today, email them to Sarah or Torrie.

EHH questions: Sarah Lim, slim@cityofmadison.com

CoC questions: Torrie Kopp-Mueller, TKoppMueller@cityofmadison.com

Thank you!