



Housing & Homeless Programs RFA Pre-Bidders Conference

June 22, 2015
Center for Community Health , C210 Conference Rooms B and C
8:30am-10:00am

2016-2017 Housing & Homeless Programs Request for Application (RFA)

- o Preventing & Ending Homelessness Programs
- o In-line with Homeless Action Plan, Commerce & HUD
- o 2 Year, Calendar Year Contracts
- o Funding Sources
 - o Document Recording Fees (2163, 1359)
 - o Consolidated Homeless Grants (CHG)
 - o Emergency Solutions Grant (ESG)

Funding

- o Approximately \$950,000 Available per Year
- o Housing Program Types
 - o Rapid Re-Housing Assistance - \$325,000
 - o Permanent Supportive Housing - \$300,000
 - o Homelessness Prevention Assistance - \$185,000
 - o Transitional Housing - \$70,000
 - o Outreach & Engagement - \$70,000
- o Minimum request -\$50,000
- o Maximum request-\$200,000
- o Subject to change

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Clark County Homeless Action Plan Priority Populations

- o Additional points awarded
 - o Families with Children
 - o Individuals and Families who are Chronically Homeless
 - o Unaccompanied Youth

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Funding Requirements

- o Clark County
- o Housing Solutions Center
 - o Except Outreach & Engagement
- o Homeless Management Information System (HMIS)
- o SPDAT Assessment at regular intervals.
 - o Training will be provided prior to mandatory use.
 - o Except Outreach & Engagement
- o Quarterly & Year-end Reports
- o Participate in Continuum of Care
- o ESG or CHG Guidelines for
 - o Permanent Supportive Housing
 - o Homelessness Prevention
 - o Rapid Re-housing Programs
- o No Sub-Contracting

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Library Tab

- o RFA Timeline
- o Clark County CHG & ESG Guidelines
- o Best & Emerging Practices
- o Letter of Collaboration Information
- o RRH Core Components
- o Clark County Homeless Action Plan
- o Homeless Program Type Definitions
- o SPDAT Assessment
- o Housing First Project Checklist

Also on County [CA Applications Webpage](#)

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Pre-Application

- o Administrative Review Questions
- o Upload to Documents Tab
 - o Single audit (OMB A-133), if required to conduct.
 - o Management letter, if received
 - o E-Verify MOU www.dhs.gov/E-Verify
 - o Required initially & with new hires
- o Speak to a neighbor
 - o Avoid Acronyms
 - o Avoid Jargon

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Application

- o May begin as soon as pre-app is approved
 - o Will be approved by July 15th
- o Reference Library Documents when Directed
- o Clearly Indicate Outcomes vs. Outputs
- o Answers to Questions will inform future contracts, if awarded.
- o Note:
 - o Character Limits
 - o Required Documents

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Coordinate vs. Collaborate

	What it is...	What it isn't...
Communication Memo	<ul style="list-style-type: none"> • Transfer of information • Interpreting messages • Level of Understanding • Listening • Tool for the other three C's 	<ul style="list-style-type: none"> • Argument • Results-oriented • Only the facts
Coordination Referrals	<ul style="list-style-type: none"> • Shared objectives • Understanding of roles and responsibilities • Acting together • Efficiency of action 	<ul style="list-style-type: none"> • Efficient results • Redundant/overlapping
Cooperation Partnership, MOU	<ul style="list-style-type: none"> • To work or act together for a mutual benefit • Requires compliance in order to work in harmony • Jointly controlled/negotiated effort • Challenges norms and assumptions 	<ul style="list-style-type: none"> • Same benefit for all involved • Change in roles or activities • Strategic insight
Collaboration Creating a New Project or Initiative	<ul style="list-style-type: none"> • Change – process of shared creation • Using information to create something new • Generates insight • Thrives on differences • Results oriented • Evolving and dynamic • "Giving up" old ways 	<ul style="list-style-type: none"> • Consensus • Exchanging information • About the process of relationships

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Collaboration

- o Seeking letters of Collaboration Only
- o Points for Letters of "True" Collaboration between program & self-sufficiency entity
- o Higher points for Collaborations with:
 - o Chemical Dependency,
 - o Mental Health
 - o Physical Health

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Leveraging Funds

- o Includes Financial and In-kind Resources
- o Leveraged Funds Should be Secured, as of Application Submission Date
- o Scored Question

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Budget

- o Specify 2016 Funding From All Sources
 - o Committed, Conditional & Proposed Revenue
- o Specify 2016 Costs
- o RFA Request & Other Funds
- o Line items
 - o Personnel
 - o Program Operating
 - o Rent assistance
 - o Other Financial Assistance
 - o Administration

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Application Hints

- o Read Everything
- o Answer Questions
- o Utilize the Documents Referenced
- o Work on True Collaborations Now
- o “Refresh” ZG often
- o “Speak to your Neighbor”
- o Focus on the Programs
- o Avoid Cutting & Pasting

B

Stakeholders List

- o Contact Janet Snook to be added to the stakeholder list
 - o Notified of changes to this RFA
 - o Informed of future funding opportunities
- o Janet.Snook@clark.wa.gov

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ZOOMGRANTS

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Applications

Community Funds – Housing and Homeless Services

The 2015-2016 Request for Applications is closed.

Applications for programs encompassing Rapid Re-Housing Rent Assistance, Permanent Supportive Housing, Homelessness Prevention Rent Assistance, Transitional Housing and/or Outreach, and Engagement services will be released on Monday, June 15, 2015. A mandatory pre-application will be due June 30, and the final application is due by August 10. Applicants will have the opportunity to present their program requests to the Community Action Advisory Board (CAAB) in September.

Selection and final recommendations for these funds will be made by the CAAB at their regularly scheduled meeting on the second Tuesday in November. Contracts are intended to begin in January 2016, and will be renewed, as funding permits, in 2017.

Apply via ZoomGrants
 ZoomGrants Training Presentation for Applicants (PDF) 
 Pre-Bidders Conference Presentation (PDF)
 RFA Questions and Answers

Application Related Documents:
 2014-2015 Clark County CHG Guidelines
 Best & Emerging Practices for Housing & Homeless Programs
 Housing Definitions
 Housing First Project Checklist
 Letter of Collaboration Reference and Example
 RH Core Components
 SEDAT Assessment

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Accessing the Online Application

- o Agencies **cannot** access Clark County funding opportunities by going directly to the ZoomGrants website.
- o Accessible by:
 - o Email link sent to stakeholders
 - o Online through Clark County's website
 - o <http://www.clark.wa.gov/community-action/applications.html>

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Process

- o Pre-Application
 - o Due 6/30/2015
 - o Must be approved to continue
 - o E-mail confirmation of review
- o Full Application
 - o Due 8/10/2015
- o Staff Review
- o CAAB Review
 - o Program Presentations
 - o **Sept 8, 2015 from 8am-12noon**
- o October 13 or November 10, 2015 -
CAAB Recommendations to Councilors
- o December 2015- Contracts

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Evaluation & Selection

- o Internal administrative review
 - o Agency turnover
 - o Weaknesses identified in prior onsite reviews
 - o Cash flow
 - o Audits
- o Evaluation and Recommendations from County Staff and Community Action Advisory Board (CAAB)

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H/H RFA Important Dates

Pre-applications Due	Tuesday, June 30
Pre-application Approval	No later than Wednesday, July 15
Proposals Due	Monday, August 10
Review/Evaluation Period	August-October
Proposal Presentations	Tuesday, September 8
CAAB Recommendations	Tuesday October 13 OR Tuesday, November 10
Contract Negotiations	November-December
Contract Execution	January 1, 2016

Questions?

- o All questions must be submitted through e-mail to Kate Budd at kate.budd@clark.wa.gov
- o Responses will be posted to the website within two business days
 - o <http://www.clark.wa.gov/community-action/applications.html>
- o Questions answered up until two business days prior to Pre-Application and Application due dates.

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