

**Request for Proposals (RFP) - Domestic Violence Bonus Funding  
Butte Countywide Homeless Continuum of Care (BCoC)  
Issued July 17, 2018**

**INTRODUCTION**

The Butte Countywide Homeless Continuum of Care is accepting proposals for new Domestic Violence (DV) projects with Continuum of Care Homeless Assistance bonus funding from the U.S. Department of Housing and Urban Development (HUD).

Butte Countywide Homeless Continuum of Care is soliciting proposals that address housing and service priorities established through the Butte Countywide Homeless Continuum of Care, with priority for Domestic Violence projects that follow a housing first approach.

Funding available is up to \$60,401 through the Domestic Violence bonus funding.

The projects being solicited are innovative and highly effective housing projects that will create additional housing inventory through rental assistance or leasing, as well as supportive services to better coordinate Domestic Violence referrals through coordinated entry. Projects are encouraged to show collaboration among providers and leverage mainstream resources to support highly vulnerable populations. Priority will be for projects that have a plan for securing permanent housing for the project.

Funding will come from the U.S. Department of Housing and Urban Development's (HUD) 2018 McKinney-Vento Continuum of Care (CoC) for the Homeless Program, as amended under the HEARTH Act and the CoC Program Interim Rule. The availability and priorities for any funding for new projects is articulated in HUD's CoC Notice of Funding Available (NOFA):

<https://www.hudexchange.info/resources/documents/FY-2018-CoC-Program-Competition-NOFA.pdf>

Information on serving persons who are experiencing homelessness as a result of fleeing domestic violence is available on HUD's website: <https://www.hudexchange.info/homelessness-assistance/domestic-violence/>

More information on the HEARTH Act, the Interim Rule and the NOFA is available on the HUD CoC page: <https://www.hudexchange.info/coc>

Organizations that do not currently receive Butte Countywide Homeless CoC program funding are encouraged to submit proposals. Proposals are also welcome from current recipients of CoC funding, provided the proposed project creates new housing opportunities and/or supportive services for survivors of domestic violence who are experiencing homelessness.

**DEADLINE**

Proposals must be entered via e-snaps and emailed to the ***BCoC Coordinator*** by **3:00 p.m. on Friday, August 10, 2018**. Submission procedures are described below.

## **BACKGROUND**

HUD publishes a CoC Notice of Funding Availability (NOFA) for each funding year. This RFP is being released in support of the 2018 CoC NOFA released on June 20, 2018. A single, consolidated submission of all selected projects in Butte Countywide Homeless will be submitted to HUD by the Collaborative Applicant. The Butte Countywide Homeless CoC goal is to submit the application no later than September 14, 2018. Funding will be derived from Federal Fiscal Year 2018 allocations of HUD funds and is subject to funding approval by HUD.

## **NEW PROJECT REQUIREMENTS**

The Butte Countywide Homeless Continuum of Care seeks one or more qualified applicants to administer one or more of the following project types, consistent with the guidance provided by the U.S. Department of Housing and Urban Development (HUD) including, but not limited to, using a Housing First approach:

- 1) New DV\* Rapid Re-Housing (RRH) project
- 2) New DV\* Joint Transitional Housing and Rapid-Re-Housing (TH-RRH) project
- 3) New DV\* Supportive Services Only for Coordinated Entry (SSO-CE) project

\* DV projects must be dedicated to survivors of domestic violence, dating violence, sexual assault, or stalking that meet the definition of homeless, as defined in 24 CFR 578.3. Persons who are fleeing or attempting to flee human trafficking may also qualify under this homeless definition.

### **Competitive Proposed Projects Will:**

- Clearly meet the CoC Program funding opportunities of HUD and the Butte Countywide Homeless CoC;
- Have a clear plan for acquiring permanent housing for the project (RRH & TH-RRH);
- Include procedures and practices that better coordinate referrals between coordinated entry and the victim service providers (SSO-CE);
- Describe a housing first and trauma-informed service delivery approach, including low-barrier access to the housing and services that works with Coordinated Entry System, (SSO-CE);
- Be based upon best practices and the most effective, evidence-based, culturally competent, and individualized client models possible (all project types);
- Include plans to successfully meet HUD and local performance measures (RRH & TH-RRH);
- Be administered by organizations that have demonstrated experience providing similar services and serving the proposed population (all project types).

**Selection Process:** Projects responding to this RFP will be reviewed and ranked by the Butte Countywide Homeless CoC Review and Ranking Evaluation Committee and recommendations will be forwarded to the Butte Countywide Homeless CoC Council for approval on August 20, 2018. Projects will be reviewed in reference to organizational capacity, project approach, past performance, design and cost effectiveness. The Butte Countywide Homeless CoC can only submit one project application for each project type to HUD and therefore, the review process will include the selection of up to one DV RRH, one DV TH-RRH and one SSO-CE project, depending on funding availability.

Prior to the full HUD application process, proposals will be reviewed for basic eligibility and other criteria by the Butte Countywide Homeless CoC Review and Ranking Evaluation Committee. The committee is comprised of formerly homeless persons, community professionals, service providers and supported by staff from the Butte Countywide Homeless CoC. The Review and Ranking Evaluation Committee will review applications and make recommendations to the CoC Board for final decisions.

**Eligible Applicants:** Applications will only be accepted from eligible nonprofit agencies, private nonprofit agencies, units of government and public housing agencies.

**Match Funding Requirements:** Match funds are required, as described by HUD: “Match and Leverage are two distinct categories of program funds that are acquired from other sources not associated with this grant request. Match funds must be used for program eligible costs only and must be equal or greater than 25 percent of the total grant request for all eligible costs with the exception of leasing costs.”

## GENERAL REQUIREMENTS

1. The project must be dedicated to serving survivors of domestic violence who are defined as homeless by HUD. The definition for persons experiencing domestic violence can be found here: <https://www.hudexchange.info/homelessness-assistance/domestic-violence/>
2. Funds cannot be used to close a funding gap or replace lost funding in an existing housing project or service program. Project applicants must demonstrate that they are not replacing other funding sources.
3. Projects must be able to meet timeliness standards. The applicant is expected to initiate approved projects promptly in accordance with the requirements that are specified in the 2018 NOFA. Grant terms and associated grant operations may not extend beyond the availability of funds. Applicants must plan accordingly and only submit applications that can achieve project goals and outcomes within the specified grant term.
4. Applicants must meet HUD recipient and/or sub-recipient eligibility requirements.
5. Participation in the Homeless Management Information System (HMIS) is required of all HUD grant recipients; however, victim service providers are required to use a comparable database to avoid disclosure of personally identifying data, per the requirements of the Violence Against Women Act (VAWA). Victim service providers must collect all of the data elements required by HUD and provide only aggregate data about victims to the Butte Countywide Homeless CoC.
6. Participation in a Coordinated Entry System and prioritizing resources for the most vulnerable persons and households. More information on victim service providers participating in coordinated entry can be found here: <https://www.hudexchange.info/resources/documents/Coordinated-Entry-and-Victim-Service-Providers-FAQs.pdf>
7. Projects must provide 25% match of eligible funds or in-kind services.
8. Rapid Re-Housing and Transitional Housing projects must provide on-site supportive services or have an agreement in place for a partner agency to do so.

## PROJECT TYPES

### **Rapid Re-Housing (RRH)**

Provide permanent housing for survivors of domestic violence, dating violence, sexual assault, or stalking who meet the definition of homeless. Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs. Eligible activities include: Leasing, Rental Assistance, Supportive Services, Operations and HMIS.

### **Joint Transitional Housing and Rapid Re-Housing (TH-RRH)**

Combines two existing program components in a single project to serve homeless individuals and families fleeing or attempting to flee domestic violence. The project must demonstrate that program participants will move from transitional housing to permanent housing by one of the following: 1) a budget with twice as many resources for the RRH portion than the TH, 2) twice as many RRH units at a point in time as TH units, or 3) the budget and units are appropriate for the population being served by the project. Program participants may only receive up to 24-months of total assistance. The project plan should include supportive services and assistance to obtain mainstream benefits. Eligible activities include: Leasing, Rental Assistance, Supportive Services, Operations, HMIS and Project Administrative Costs. Those interested in applying for this type of project should review the following: <https://www.hudexchange.info/news/snaps-in-focus-the-new-joint-transitional-housing-and-rapid-re-housing-component/>

### **Supportive Services Only for Coordinated Entry (SSO-CE)**

Implement policies, procedures and practices that the coordinated entry to better meet the needs of survivors of domestic violence and coordinate referrals between coordinated entry and the victim service providers. The system must be easily available/reachable for all persons within the CoC's geographic area and be accessible for persons with disabilities. There must be a strategy for advertising to reach homeless persons with the highest barriers. Eligible activities include: Supportive Services, HMIS and Project Administrative Costs.

All components require a 25% match except for leasing. Leasing also requires that rent not exceed Fair Market Rent. <http://www.venturacoc.org/for-providers/coc-documents>

Information on eligible activities and expenses can be found in the Interim Rule (<https://www.hudexchange.info/resource/2033/hearth-coc-program-interim-rule/>)

and at this link: <https://www.hudexchange.info/programs/coc/toolkit/program-components-and-eligible-costs/>

## PERFORMANCE MEASURES

To be considered as meeting project quality threshold, new project applications must meet the following criteria:

1. Whether the type, scale, and location of the housing fit the needs of the program participants;

2. Whether the type and scale of the supportive services fit the needs of the program participants–this includes all supportive services, regardless of funding source;
3. Whether the specific plan for ensuring program participants will be individually assisted to obtain the benefits of the mainstream health, social, and employment programs for which they are eligible to apply meets the needs of the program participants;
4. Whether program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs;
5. Whether all of the proposed program participants are fleeing domestic violence and come from the street or other locations not meant for human habitation, emergency shelters or safe havens.

### **EVALUATION and PROJECT SELECTION PROCESS**

The CoC Review and Ranking Evaluation committee will review submissions and make final determinations. Committee members will be unbiased and cannot have a personal or financial interest in final recommendations. The BCoC Ranking and Selection Policy and Scoring Tool are posted at <http://www.buttehomelesscoc.com/coc-program-nofa.html>

The successful project(s) will be recommended for selection based on the following criteria:

1. Meets minimum requirements of HUD
2. Experience and Capacity of the Applicant, including prior performance
3. Project/Program Features
4. Vulnerabilities of the target population
5. Past or current system performance and plans to achieve satisfactory performance
6. Applicant Readiness to Submit Full Application
7. Butte Countywide Homeless Continuum of Care Priorities

Projects responding to this RFP will be reviewed and selected by the Continuum of Care Council on **August 20, 2018**. Proposals will be reviewed in reference to organizational capacity, project approach and design and cost effectiveness.

### **REQUIRED ATTACHMENTS in e-SNAPS**

1. SF-424 Application for Federal Assistance;
2. SF-424 Supplement, Survey on Ensuring Equal Opportunities for Application required for nonprofit applicants only where completion and submission of this survey is voluntary;
3. Form HUD-2880, Applicant/Recipient Disclosure/Update Report;
4. SF-LLL, Disclosure of Lobbying Activities (if applicable);
5. Form HUD-50070, Certification for Drug-Free Workplace;
6. Applicant Code of Conduct that complies with 2 CFR part 200.

## **ADDITIONAL INFORMATION**

The regulations for the Continuum of Care program may be found at:

<https://www.hudexchange.info/coc/coc-program-law-regulations-and-notices/>

All parties intending to apply for funding are strongly encouraged to review the program regulations, including those organizations that are currently or were previously funded. Proposals which do not conform to the regulations will not be considered for funding. Please contact Jennifer Griggs at 530-717-2138 or [jenniferg@butte-housing.com](mailto:jenniferg@butte-housing.com) with questions about HUD programs.

## **SUBMISSION PROCEDURE**

Please use e-snaps to prepare your project proposal. E-snaps

can be accessed at: <https://esnaps.hud.gov>

In addition, please email one PDF copy of the completed **(DO NOT HIT SUBMIT)** e-snaps application with a cover letter signed by the organization's authorized representative to [jenniferg@butte-housing.com](mailto:jenniferg@butte-housing.com)

Additional supportive documentation may be requested by staff of new applicants.

## **AWARD OF FUNDS**

The project(s) selected by the Continuum of Care Council will be notified on August 21, 2018. Please be aware that applications need to be finalized in eSNAPS and submitted to the CoC Collaborative Applicant by noon September 6, 2018. If the funding is awarded by HUD, grant funds are estimated to be made available by HUD by **the first half of calendar year 2019**. The timing of awards and grant-making by HUD is outside of the control of the BCoC. Therefore, agencies seeking and receiving new funding must be aware of all operating year start and end dates and must make arrangements to cover any period of which a HUD funding award is pending, delayed, or not awarded.