



## REQUEST FOR INFORMATION FY2022 Westchester County Continuum of Care CoC Bonus

**Due: 2 PM on Friday, August 12, 2022**

The Westchester County CoC is soliciting Requests for Information (RFIs) from eligible partner agencies to be included as a subrecipient provider in the application to HUD for the CoC Bonus (CoCB) project, which **may** be awarded by HUD through the FY2022 Continuum of Care (CoC) Program competition.

A subrecipient agency will be chosen based on their ability to administer the CoCB project successfully under the guidelines and requirements set by HUD in the FY2022 Continuum of Care Notice of Funding Availability available at:

[https://www.hud.gov/sites/dfiles/SPM/documents/Continuum\\_of\\_Care\\_Competition\\_and\\_Noncompetitive\\_YHDP.pdf](https://www.hud.gov/sites/dfiles/SPM/documents/Continuum_of_Care_Competition_and_Noncompetitive_YHDP.pdf)

and 24 CFR 578, which may be accessed to reference specific sections mentioned below at:

[https://www.hudexchange.info/resources/documents/CoCProgramInterimRule\\_Formatted\\_Version.pdf](https://www.hudexchange.info/resources/documents/CoCProgramInterimRule_Formatted_Version.pdf)

Applicants should have experience serving and successfully engaging the homeless population described in their application (chosen from those listed below) and demonstrated capacity to manage grant funds in a timely and effective manner.

All CoCB RFI responses to the Westchester County CoC **must** propose one of the following:

- 1) A Permanent Supportive Housing (PSH) project meeting the requirements of 24 CFR 578.37(a)(1)(i) where all participants meet the definition of DedicatedPLUS per Section III.B.2.g. of the FY2022 CoC NOFO *and* all participant households are families with children under 18 years old.
- 2) A Permanent Supportive Housing (PSH) project meeting the requirements of 24 CFR 578.37(a)(1)(i) where all participants meet the definition of DedicatedPLUS per Section III.B.2.g. of the FY2022 CoC NOFO *and* all participant households are in one or more of the priority target populations listed below.
- 3) A Rapid Rehousing (RRH) project meeting the requirements of 24 CFR 578.37(a)(1)(ii), where all participants qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3 *and* all participant households are in one or more of the priority target populations listed below..
- 4) A Joint TH and PH-RRH (JTTPR) project per Section III.B.2.r. of the FY2022 CoC NOFO where all participants qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3 *and* all participant households are in one or more of the priority target populations listed below.

PSH and JTTPR projects must be Housing First, a model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or a

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minimum income threshold) (see section III.B.2.o. of the FY2022 CoC NOFO for more information).

### Priority target populations

- Survivors of Domestic Violence
- Persons with Serious Mental Illness
- Persons with Physical Disabilities
- Persons experiencing Street Homelessness
- People who identify as LGBTQ+

**One or two potential subrecipients will be chosen from Category 1 and one or two potential subrecipients will be chosen from Categories 2, 3, or 4.**

- For FY2022 HUD is prioritizing new CoC projects that leverage other Housing Resources by utilizing housing subsidies or subsidized housing units not funded through the CoC or ESG programs (e.g. private, state, local, PHA, or other Federal programs).

Bonus scoring will awarded to responses to this RFI where **at least 25% of the units included in the project** come from other funding sources.

To receive the bonus scoring, responses must attach letters of commitment, contracts, or other formal written documents that demonstrate the number of subsidies or units being provided to support the project.

- For FY2022 HUD is prioritizing new CoC projects that leverage Healthcare Resources by utilizing other healthcare resources to provide services to project participants (e.g. direct contributions from a public or private health insurance provider to the project, and provision of health care services by a private or public organization tailored to the program participants of the project).

Note: Eligibility criteria cannot be restricted by the eligibility requirements of the health care service provider.

Bonus scoring will be awarded to responses to this RFI where:

- i. in the case of a substance abuse treatment or recovery provider, it will provide access to treatment or recovery services for all program participants who qualify and choose those services; OR
- ii. an amount that is equivalent to 25 percent of the funding being requested for the project will be covered by the healthcare organization.

To receive the bonus scoring, responses must attach letters of commitment, contracts, or other formal written documents that demonstrate the value of the commitment, and dates the healthcare resources will be provided.

**2022 RFI Proposers conference will be held at 3:00 pm on Tuesday August 9<sup>th</sup>.**

This meeting will discuss all aspects of this RFI, especially considerations for designing projects with partners in order to access the HUD bonus category points (see below).

Join the meeting on WebEx as follows:

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### CoC NOFO RFI Bidder's Conference

<https://westchestergov.webex.com/westchestergov/j.php?MTID=m808480099de0f3ba8b867add8475c0d4>

Tuesday, Aug 9, 2022 3:00 pm | 1 hour | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2428 993 3956

Password: KCMwdwDs586

Join by phone

+1-415-655-0001 US Toll

1-844-621-3956 United States Toll Free

Access code: 242 899 33956

Budget proposals for the CoCB project must request CoC funding of **exactly \$514,242** or **exactly \$257,121**.

All budget items must be eligible Continuum of Care project costs, per 24 CFR 578.43 through 578.63.

All **PSH Budget proposals** may include:

- Housing for participant households – this may be funded using Leasing, Rental Assistance, Operating, and/or Acquisition/Construction/Rehabilitation budget categories
- Sufficient supportive services for clients to maintain housing stability

All **RRH Budget proposals** must include:

- Scattered-site tenant-based rental assistance for participant households
- Sufficient case management, employment training and services, outreach, transportation, child care, and any other eligible services to assist clients to achieve self-sufficiency and retain permanent housing in their RRH apartment after the HUD subsidy ends

All **JTPR Budget proposals** must include:

- Transitional Housing for participant households – this may be funded using Leasing, Operating, and/or Acquisition/Construction/Rehabilitation budget categories.
- Scattered-site tenant-based rental assistance for participant households in Rapid Rehousing.
- Rapid Rehousing beds must be at least double the number of Transitional Housing beds.
- Sufficient case management, employment training and services, outreach, transportation, child care, and any other eligible services to assist clients to achieve self-sufficiency and retain permanent housing in their RRH apartment after the HUD subsidy ends.

All **CoC Bonus Budget proposals** must include:

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- Administration costs at \$33,642 (if budget total is \$514,242), or \$16,821 (if budget total is \$257,121), equal to 7% of program costs (Note: Admin will be split evenly with the recipient agency).
- Matching funds (cash match from applicant *or* in-kind match supplied by MOU with a 3<sup>rd</sup> Party provider) equal to 25% of HUD grant funds. **NOTE:** HUD Leasing funds (if included) do **not** require match.

Matching funds can be Cash Match provided directly by the subrecipient (e.g. using staff paid with non-CoC funds to serve the participants of this program). Source of funds for cash match CAN be occupancy charges collected from project participants if using Leasing or Sponsor-based Rental Assistance (but not if using Tenant-based Rental Assistance).

OR

In-kind match provided by a 3<sup>rd</sup> Party agency (e.g. services tailored to the participants of this program but provided by a partner agency other than the subrecipient) In-kind match must be documented by an MOU with the 3<sup>rd</sup> Party agency if your application is the one selected.

Additional restrictions:

The type of housing proposed, including the number and configuration of units, must fit the needs of the program participants (e.g., two or more bedrooms for families.)

The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source.

The proposed project must have a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply that meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).

Program participants must be assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).

Applicants will be scored on their previous experience and performance in serving long-term homeless individuals and homeless families.

Applicants must demonstrate the financial and management capacity and experience to carry out the project.

**Any questions about this RFI should be e-mailed to Yoav Spiegel at [yqs2@westchestergov.com](mailto:yqs2@westchestergov.com) no later than 12 pm on Tuesday August 9, 2022.**

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In order to be eligible for FY2022 CoC Bonus funding, this **six-page** form plus Excel file draft budget form must be emailed by **2 PM on Friday, August 12, 2022** to [CoCB2022@programdesign.com](mailto:CoCB2022@programdesign.com).

Narrative responses must fit on this 6-page form. Budget proposal must use **ONLY ONE** of the \$514,242 or \$257,121 sheets in the Excel budget proposal form.

Responses attempting to qualify for Bonus Scoring based on Leveraging Housing Resources and/or Leveraging Healthcare Resources should also complete Attachment 1 and include Letters of Commitment from relevant partners.

Agency Name:	
Mailing Address:	
City & Zip Code:	
Contact Name and Title:	
Telephone and Email:	
Type of Project:	<input type="checkbox"/> Permanent Supportive Housing (PSH) <input type="checkbox"/> Rapid Rehousing (RRH) <input type="checkbox"/> Joint TH and PH-RRH
Target Population:	<input type="radio"/> Families with children under 18 <input type="radio"/> Survivors of Domestic Violence <input type="radio"/> Persons with Serious Mental Illness <input type="radio"/> Persons with Physical Disabilities <input type="radio"/> Persons experiencing Street Homelessness <input type="radio"/> Persons who identify as LGBTQ+

**Proposals passing Threshold #1 will be scored on a scale from 0 to 20 points.**

**Proposals from agencies that are not current members of the CoC Board will receive 2 bonus points.** Proposals meeting the requirements for Leveraging Housing Resources or Leveraging Healthcare Resources will receive **5 bonus points.**

**Using only the space provided,** briefly describe the following:

- [Threshold question – Match must equal 25% of non-Leasing HUD funds] Indicate the amount, of Matching funds to be supplied by subrecipient. Show how your match equals 25% of the HUD funds requested (excluding Leasing funds).

Matching funds provided by subrecipient	\$
HUD <u>non-Leasing</u> funds requested (includes Rental Assistance, Supportive Services, Operating, and Administrative costs)	\$

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Match Percentage	_____ %
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2. [3 points] Describe the overall design of your agency's proposed project. Make sure to include the target number of households and persons to be served.  
Describe your agency's experience with the type of project proposed (Permanent Supportive Housing, Rapid Re-Housing, **or** Transitional Housing & Rapid Re-housing).

3. [1 points] Describe how the type of housing proposed, including the number and configuration of units, fits the needs of the program participants (e.g., two or more bedrooms for families.)

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- 4. [3 points] RRH and Joint TH and PH RRH projects only: Describe how your agency will successfully enable clients to become self-sufficient and exit the project within 24 months with no HUD subsidy so that they can remain permanently housed in their housing;  
[3 points] PSH projects only: Describe your agency's experience with the Housing First model

5. [2 points] Explain how your budget is cost-effective for the number of clients served.

Number of Units		Total Number of Clients		Total HUD funds requested	
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6. [2 points] Describe the plan for Supportive Services offered to program participants to ensure successful transition into and retention in permanent housing–this includes all supportive services, regardless of funding source.

7. [1 points] Describe your plan for ensuring that program participants will be assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).





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10. [2 points] Describe your agency's basic organization and management structure. Include evidence of internal and external coordination and an adequate financial accounting system.

11. [2 points] Other Agency Qualifications (include relevant experience, leveraged resources, and partnerships):

ALL QUESTIONS and RESPONSES MUST FIT ON SIX PAGES