

Request for Action
by
Board of Commissioners

**Approval of Engagement of Firms to Conduct Planning Activities for the
Youth Homelessness Demonstration Program**

1. Summary of Request

This Request for Action is for approval to engage Youth in Action (“YIA”) and the Rhode Island Coalition to End Homelessness (“RICEH”) to conduct planning activities associated with the Youth Homelessness Demonstration Program (“YHDP”) awarded to Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”) in its role as the Collaborative Applicant for the Rhode Island Continuum of Care (“RiCoC”). The planning activities will support RIHousing’s administration of YHDP, an initiative of the U.S. Department of Housing and Urban Development (“HUD”) that is charged with addressing and ending youth homelessness.

2. Discussion

In September 2021, following application by the RiCoC, Rhode Island was selected as a YHDP community. YHDP is an initiative of HUD that aligns with the RiCoC’s goal to end Youth Homelessness. The goal of YHDP is to support selected communities in the development and implementation of a coordinated community approach to prevent and end youth homelessness for young people up to age twenty-five (25). The initial award includes \$3.5M over two years to create a Coordinated Community Plan (“CCP”) and fund the implementation of the plan to end youth homelessness.

In June 2022, RIHousing issued a Request for Proposals (“RFP”) seeking proposals from qualified firms to conduct the following planning activities associated with the YHDP grant as described in the CCP:

1. Support the RiCoC’s Youth Action Board (“YAB”)
2. YHDP Lead activities, including oversight of the YHDP operations on behalf of the RiCoC and the YAB
3. Training for YHDP Committees and YHDP Provider Agencies on YHDP Guiding Principles and best practices in accordance with the CCP

Two proposals were submitted and reviewed by a selection committee consisting of RIHousing staff (see [Attachment B](#)). At this time staff is recommending funding Youth in Action to continue their work supporting the RiCoC YAB and training for YHDP stakeholders on the Guiding Principles and Best Practices in accordance with the CCP (activities 1 and 3). Staff is also recommending funding the Rhode Island Coalition to End Homelessness to conduct YHDP lead activities on behalf of the RiCoC and the YAB

(activity 2). The engagements are expected to last until September 30, 2023.

3. Recommendation

The attached resolution approving the engagement of Youth in Action and the Rhode Island Coalition to End Homelessness is recommended for approval.

4. Attachments

- A. Resolution
- B. Scoring Criteria

Attachment A

Resolution of the Board of Commissioners of Rhode Island Housing and Mortgage Finance Corporation

Whereas: the enabling act of the Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”) provides the agency with all the powers to make and execute contracts necessary for the exercise of its functions under the Rhode Island Housing and Mortgage Finance Corporation Act, R.I. Gen. Laws §42-55-5(6); and

Whereas: RIHousing was awarded \$137,264.00 in planning funds as part of the \$3.5M Youth Homelessness Demonstration Program (“YHDP”) award; and

Whereas: RIHousing wishes to engage Youth in Action (“YIA”) and the Rhode Island Coalition to End Homelessness (“RICEH”) to assist the agency in the implementation of the Youth Homelessness Demonstration Program (the “Program”) by providing YHDP planning activities; and

Whereas: YIA and RICEH have submitted proposals for the performance of professional services that are acceptable to staff;

NOW, THEREFORE, IT IS HEREBY:

Resolved: that RIHousing be, and hereby is authorized, to engage Youth in Action and the Rhode Island Coalition to End Homelessness for total fees not to exceed \$137,264.00 to provide implementation in support of the Youth Homelessness Demonstration Program; and

Resolved: that the Executive Director, Deputy Executive Director, Chief Financial Officer and Chief Operating Officer, each acting singly, be, and hereby are, authorized and empowered to take any and all actions necessary or desirable to carry out the foregoing resolution, including without limitation the authority to negotiate such terms of the engagement as he or she may determine are in the best interests of RIHousing, to execute any and all agreements or documents as he or she deems necessary to carry out the foregoing.

Attachment B

Youth Homelessness Demonstration Program-Planning Activities

Evaluation Criteria	RICEH	YIA	Total Points Possible
1. Professional Capacity to Undertake the Scope of Work	4	4	5
2. Proposed Fee Structure	3	4	5
3. Ability to Perform Within Time and Budget Constraints	4	4	5
4. Previous Work Experience	4	4	5
5. Firm Minority Status and Affirmative Action Program or Activities	5	5	5
6. Foreign Language Capabilities	4	4	5
7. Evaluation of Proposed Work Plan	10	12.5	15
8. References	4	4	5
Totals	38	41.5	50