RHODE ISLAND CONTINUUM OF CARE

Request for Proposals for Supportive Housing Projects

Background

The Rhode Island Continuum of Care (RICoC) is requesting proposal(s) from qualified non-profit organizations and/or local government agencies for new project applications for the 2023 Continuum of Care (CoC) Program Competition. The CoC seeks projects that can make effective use of the prospective allocation of the United States Department of Housing and Urban Development (HUD) Continuum of Care (CoC) funds.

The RICoC currently anticipates approximately $766,000 of reallocation and CoC Bonus funding and $1,050,000 in DV bonus funding may be available to apply for in the local COC competition, which is anticipated this summer. The CoC intends to allocate this funding to multiple projects. HUD will ultimately select the projects that are to be funded and selection by the CoC for inclusion in the collaborative application does not guarantee that the application will be funded by HUD.

The RICoC encourages nonprofit organizations with experience in serving people experiencing homelessness and who have not previously received CoC funds to apply. Organizations that assist BIPOC people and/or populations that have been marginalized are specifically encouraged. To assist organizations new to this process and funding, the RICoC will hold informational webinars on the schedule posted below.

Existing CoC grantees may apply through this application process for new projects or to 'expand' a current CoC project. An 'expansion' grant provides additional housing units and services and/or increases services to current participants. Expansion grants must be the same program component (e.g., RRH, PSH) and must identify the currently funded grant that is being expanded and the reasons why the expansion is needed.

The RICoC is now issuing a request for proposals so it is positioned to respond to HUD's annual Continuum of Care competition. HUD has not yet issued the Notice of Funding Opportunity (NOFO) for its Continuum of Care funding; therefore, it is possible that some modifications to this process may be necessary when the NOFO is released. **The RICoC is anticipating selecting more than one new project proposal across multiple Reallocation, COC Bonus and DV Bonus projects for supportive housing component projects, specifically Rapid Rehousing, Permanent Supportive Housing, and Joint Transitional/Rapid Rehousing projects, in response to this issuance.** This is expected to be the only request for proposals issued to solicit COC new project applications; interested applicant agencies should respond to this issuance on or before the deadline in order to be considered for new COC funding.

Table of Contents

Background 1
Table of Contents 2
Timeline 3
Request for Proposals Information Sessions 3
Eligible Applicants 4
Eligible Project Types 4
Threshold and Scoring Criteria 5
Submission Instructions and Deadline 7
Award Notifications and Appeal Process 8
Additional Resources 8

Timeline

June 2	CoC Releases New Supportive Housing Projects Request for Proposals (RFP)
June 15	RFP Information Session 1: **11:00am -- 12:30pm**. Zoom Link: Join Information Session #1
June 20	RFP Information Session 2: **1:00pm – 2:30pm**. Zoom Link: Join Information Session #2 (The same information will be covered in both sessions)
July 12	**Deadline to submit proposals to the COC Planner for consideration** Applications reviewed by CoC's Funding Committee/applicants may be requested to respond to questions from committee
August 4	Anticipated announcement of selected new project proposals Selected proposals will be responsible to submit new project applications in HUD's ESNAPS system in accordance with local RICoC deadlines that are to be determined, however they are anticipated for August 2022.

Recordings of the RFP Information Sessions and Esnaps Training webinars will be posted on the RICoC Webpage, in the Funding section.

Request for Proposals Information Sessions

The same content will be covered in each session; however, there will be Q and A in each session that may cover different topics based on attendee's interest. Any staff responsible for program oversight and proposal submission are strongly encouraged to attend at least one session and are welcome to attend both. Below are links to join the **remote** information sessions.

Information Session #1:
June 15th from 11:00am – 12:30pm
Join Zoom Meeting
https://us02web.zoom.us/j/87146173611?pwd=alpzbVdrTExFcE9TVVNuTHloMW9lQT09
Meeting ID: 871 4617 3611
Passcode: 488408

Information Session #2:
June 20th from 1:00 – 2:30pm
Join Zoom Meeting
https://us02web.zoom.us/j/88484023206?pwd=RnczSS9OVnRpS3J6aTVlc1Z0VkFoQT09
Meeting ID: 884 8402 3206
Passcode: 649075

Eligible Applicants

Eligible applicants must meet the following requirements:

- Be a non-profit organization or unit of local government
- Have capacity to administer federal funding and secure required matching funds.
- Have experience administering programs and services that assist people experiencing homelessness and/or housing crises

Eligible Project Types

The RICoC is prioritizing its new project funding for supportive housing project types. All housing projects must include trauma informed services.

The RICoC currently anticipates approximately $766,000 of reallocation and COC bonus funding and $1,050,000 in DV bonus funding may be available to apply for in the local COC competition, which is anticipated this summer. The CoC intends to allocate this funding to multiple projects.

Supportive Housing Project Type	Funding Type	Estimated total COC new project awards
Rapid Rehousing	DV Bonus	Up to $1,050,000
Rapid Rehousing	Reallocation and CoC Bonus	Up to $766,000
Permanent Supportive Housing	Reallocation and COC Bonus	Up to $766,000
Joint Transitional/Rapid Rehousing	DV Bonus	Up to $1,050,000
Joint Transitional/Rapid Rehousing	Reallocation and CoC Bonus	Up to $766,000

The following chart provides additional information on these eligible supportive housing project types:

Permanent Supportive Housing (PSH)	
Overview: PSH is a non-time-limited, permanent housing subsidy combined with a high level of supportive services. It is a model that is Housing First and is typically designed for folks with the highest needs, long experiences with homelessness, and headed by a household member with a disability.	**Key Elements:** ● Households pay a percentage of their income towards rent for an indefinite period of time ● Units can be site-based (e.g., lease up a bunch of units in an apartment complex) or scattered site ● Eligible populations: Categories 1 and 4 ● Chronic homeless or Dedicated PLUS definition applies
Rapid Rehousing (RRH)	
Overview: RRH is a supportive housing program where a household may receive up to 24 months of rental assistance and supportive services, with up to six months of	**Key Elements:**

aftercare once the rental assistance ends. Supportive services often focus on income maximization and stability planning. The participant enters into a lease directly with the landlord.	• Rental assistance models are flexible, should align with CoC's written standards for administering RRH • Households can choose their own units in the community/private market. Funded agencies must assist participant in locating and securing housing. • Eligible populations: Categories 1 and 4 • While it is a time-limited resource, there are no indicators for who will succeed in RRH - it is a resource that can work for anyone
Joint Transitional/Rapid Rehousing Projects	
Overview: Joint TH/RRH projects can provide participants with access to short-term crisis housing for those who would otherwise be literally homeless along with the option of moving to permanent housing using the rapid rehousing approach. Participants in 'Joint' projects must be able to choose between short-term and permanent housing and those choosing TH should be assisted in moving to permanent housing as soon as is practicable.	**Key Elements** • This approach is most useful where there is inadequate emergency/crisis housing for the target population • Program must be able to offer the choice of short-term transitional housing or rapid rehousing to all participants • Participants should transition to RRH as soon as practicable • TH housing can only be funded with leasing or operations costs; RRH component can only be funded with tenant-based rental assistance • Total assistance under either or both components cannot exceed 24 months • Eligible populations: Categories 1 and 4

Threshold and Scoring Criteria

Applicants must demonstrate all threshold and scoring criteria are met in their proposal for it to be considered.

Threshold criteria: Project must demonstrate its ability to pass **all** of the threshold criteria in order for the project to be reviewed and scored by the Recipient Approval and Evaluation ("Funding") Committee.

a) Certify the project will use HMIS. For DV providers, certify use of RI's comparable database for survivors of domestic violence.
b) Certify the project will follow Coordinated Entry policy and procedure
c) Certify the project will use Housing First and a low-barrier approach; describe this approach in scoring criteria part (a)
d) Certify the applicant has no outstanding delinquent federal debts; no debarments and/or suspensions from doing business with the federal government

e) Certify the applicant has an accounting system that meets federal standards as described at 2 CFR 200.302
f) Certify commitment to compliance with HUD's Equal Access and Fair Housing Rules and commitment to ongoing training on both regulations that include implementation strategies
g) Describe Trauma-Informed Care approach and how TIC will be demonstrated in practice in the project
h) Target population must meet HUD homeless definition of Category 1 or 4. Identify which target and priority population(s) will be served by the project.
i) Demonstrate in the project budget that no more than 10% of the total COC program budget is for administrative costs
j) Demonstrate in the project budget that all COC funds requested are matched with an amount that is at least 25% of the COC funds requested (excluding any amount in the leasing budget line item) with cash or in-kind resources. Demonstrate clearly that all matching funds are COC eligible expenses.

Scoring Criteria: A project will be awarded points up to the maximum amount listed below for its ability to demonstrate the expectations of the scoring criteria. There are a total of 100 points plus bonus points available. Projects with higher scores relative to other project proposals of the same type will be prioritized for COC funding.

a) Applicant understands the Housing First Philosophy and its low barrier approach; describes a solid plan to implement this philosophy and approach within the project **(10 points)**
b) Experience with proposed project type and homeless population or other relevant/related supportive service expertise, especially with housing insecure or homeless households **(10 points)**
c) Demonstrate the capacity to appropriately manage state/federal funds and to leverage other funding **(5 points)**
d) Demonstrate that applicant has the organizational infrastructure and administrative/financial capacity to deliver the project as proposed **(5 points)**
e) Describe collaboration with other community partners to expand resources available to clients within the program **(10 points)**
f) Program design includes provision of appropriate housing, and the type, scale, and location of the housing are adequate to meet the needs of the program participants described to be served. Includes meaningful evaluation, mention of whether or not housing units are already secured, and cultural/linguistic competency. Program design is fully described, accessible, and appropriate to the project proposed and fits the needs of the target population. Core outcomes are discussed (exs: stable housing, education, employment and social-emotional wellbeing/community connections). **(10 points + an additional 5 points if the units are demonstrated within this section to already be secured)**
g) Describe how the project will incorporate lived experience of homelessness in organizational governance, as well as in program design, implementation (including staffing) and evaluation/improvement. Includes discussion of compensation for expertise if that is applicable within the program. **(10 points)**
h) There is a reasonable timeframe to plan and implement the project and a quality staffing plan sufficient to implement proposed activities; includes justification of caseload range for each

direct services position and description of strategies to ensure staff have lived experience of homelessness and/or reflect the identities of prioritized populations **(10 points)**

i) Proposed Supportive Services are adequate to support the target population; the strategies to and level of focus on priority subpopulations is described **(10 points)**

j) Costs are reasonable, competitive, and activities listed are eligible.
NOTE: the Recipient Approval and Evaluation Committee may tentatively approve a project with suggested budget changes **(10 points)**

k) Letters of support from at least one collaborating agency is submitted at the time of proposal submission (these letters are excluded from page count requirements and should be attachments separate from the proposal). No letters will be accepted after the proposal deadline. **(10 points)**

l) **Healthcare/housing leverage bonus points. (a) Housing leverage –** the applicant demonstrates that it has leveraged housing assistance from sources other than CoC or ESG to include at least 25% of the units included in the project for PSH or at least 25% of the projected participants for RRH and/or **(b) Healthcare Leverage –** the applicant is able to demonstrate that it has a commitment from a substance use treatment provider to provide access to care for all program participants who qualify and choose those services or a healthcare organization will commit to funding at least 25% of the funds requested through mainstream healthcare resources. **(10 points for housing leverage and 10 points for healthcare leverage)**

Submission Instructions and Deadline

Deadline: July 12 at 3pm Eastern Daylight Time.
The proposal must be submitted electronically to the COC planner at BDarby@RIHousing.com on or before **3pm** Eastern Daylight Time. PDF format is preferred. Please take note of page limits listed below.

Instructions: A successful proposal will not exceed 10 pages (does not include budget worksheets or letter(s) of support) with 1-inch margins and 12-point font and contain the four sections outlined below. Each proposal should include:

1. **Introduction page** (1 page limit)
   (a) Organization name, name and contact information with point of contact most familiar with the application
   (b) Confirmation of eligible COC applicant type, type of project being applied for in this proposal
   (c) UEI number, and EIN Number . If the agency has an approved federal indirect cost rate, or plans to use the 10% de minimis rate that should be identified here.
   NOTE: Indirect costs are not the same as direct administrative costs charged to the Administration ("Admin") BLI in CoC projects. For more information on the differences please click here: CoC and ESG Financial Management - Direct vs. Indirect Costs - HUD Exchange
   (d) A brief introduction to the organization(s), including subrecipient(s)

2. **Demonstration of Threshold Criteria** (3-page limit)
   Applicants should **letter each Threshold criteria** in accordance with the lettering convention used in the Threshold Criteria section of this RFP.

Additionally, for new COC applicant agencies who are nonprofit agencies, please include documentation demonstrating 501c3 status (this documentation will not be included in the 3-page limit).

3. **Response to the Scoring Criteria** (6-page limit)
   Applicants should **letter each Scoring Criteria** in accordance with the lettering convention used in the Scoring Criteria section of this RFP.

4. **COC Project Budget** (not included in 10-page limit for the narrative)
   A complete/total project budget with clear delineation of CoC costs and matching costs should be submitted using the COC budget tool provided. Administrative costs are capped at 10% of total project costs; applicants are strongly encouraged to apply for the 10% admin costs although they could manually adjust the budget form to decrease that budget line item. Please submit the budget as an attachment. (Excel format preferred for this attachment only).
   NOTE: Admin Costs charged to the Administration ("Admin") BLI in COC projects are **not** the same as indirect costs. For more information on the differences please click here: CoC and ESG Financial Management - Direct vs. Indirect Costs - HUD Exchange
   If an agency already has a federally approved indirect cost rate, please include that documentation along with the budget form. If an agency is using the 10% de minimis rate for indirect costs (NOT admin) please use the budget form with "de minimis" in the title. All other applicants without an indirect cost rate and who are not using the "de minimis" rate should use the budget form that says "no indirect" in the title.

Award Notifications and Appeal Process

All applicants will be informed via email if their project was selected to be submitted as part of Rhode Island's Collaborative Application for COC funding or rejected in accordance with the project timeline. Accepted/selected email notifications will include a total approved project budget authority. All project selections are pending final approval from HUD and may be amended per feedback from the CoC's Recipient Approval and Evaluation ("Funding") Committee, the RICoC and from HUD.
Applicants with projects that are rejected for funding may appeal the decision by submitting an appeal in writing to the COC Planner at BDarby@rihousing.com on or before the appeals deadline in the timeline. Appeals will be considered by unconflicted members of the RICoC Board of Directors. The decision of the Board is final.

Additional Resources

- The RICoC website: Continuum of Care | RIHousing
  Resources specific to FY2022 Competition will be in the Funding Section under the **FY2023 RICoC Competition** heading
- Budget Line Item Eligible Costs this chart show what is eligible under each of the eligible supportive service costs (case management, education services, outreach, etc.)
- HUD's definitions of homelessness At a Glance Criteria and Recordkeeping Requirements for Definition of Homeless (hudexchange.info)

- Continuum of Care Interim Rule: https://www.ecfr.gov/current/title-24/part-578