

**Request for Action
By
Board of Commissioners**

**Approval of Engagement of Adoption Rhode Island as
Youth Action Board Backbone Agency**

A. SUMMARY OF REQUEST

This Request for Action (“RFA”) is for approval to engage Adoption Rhode Island to serve as the Youth Action Board Backbone Agency. The “backbone agency” will support the Rhode Island Continuum of Care (“RiCoC”) to sustain a Youth Action Board (“YAB”) of young people with lived experience of homelessness. The YAB advises RiCoC programs on how to best serve the youth subpopulation. RIHousing is the designated Collaborative Applicant agency for the RiCoC.

B. DISCUSSION

In 2021, the RiCoC was awarded \$3.5 million in Youth Homelessness Demonstration Program (“YHDP”) funding from the U.S. Department of Housing and Urban Development (“HUD”) to implement a system aimed at ending youth homelessness in Rhode Island. YHDP funding requires Continuums of Care to collaborate with YABs and other community partners to meet the needs of youth and young adults experiencing homelessness and ensure that CoC policies and practices are informed by the people who are affected. This collaboration ensures that youth and young adults are represented in the planning, implementation, and evaluation processes. The YAB focuses primarily on advising YHDP projects in Rhode Island and will also advise other projects in the RiCoC portfolio that serve young people.

RIHousing issued a Request for Proposals (“RFP”) on September 29, 2025, seeking a YAB backbone agency to conduct ongoing development of youth leadership within the RiCoC and the YAB. It is expected that the selected agency will endeavor to amplify youth voices and create opportunities for young people to engage in their community. The backbone agency will provide education and mentorship opportunities, helping youth develop into leaders. Expected deliverables include a recruitment plan for YAB members, a design for the leadership training phase for YAB members, detailed plans for members' growth opportunities, and a YAB work plan outlining meeting schedules, training sessions, and other activities.

The RFP was posted on the RIHousing website, the State of Rhode Island Division of Purchasing website, social media, and sent to RIHousing’s RFP notification list via an email announcement. RIHousing received three proposals in response. A committee of RIHousing Executive staff conducted a review of the proposals in accordance with the ranking criteria outlined in the RFP. Proposals were evaluated on the submitting agency’s capacity to complete the scope of work, the fee structure proposed, the submitting agency’s ability to perform the scope within time and budget constraints, the agency’s previous similar work experience, and the strength and detail of the agency’s plan to complete the tasks and deliverables in the scope of work.

The committee is recommending approval to contract with Adoption Rhode Island to commence work in February 2026. The term of the engagement is expected to last for twelve (12) to fourteen (14) months, with payment not to exceed \$140,000.

C. RECOMMENDATION

The attached resolution authorizing RIHousing to engage Adoption Rhode Island is recommended for approval.

D. ATTACHMENTS

- A. Resolution of the Board of Commissioners of RIHousing

Attachment A

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

WHEREAS: Rhode Island Housing and Mortgage Finance Corporation's ("RIHousing's") enabling act provides it with all the power and authority to make and execute contracts necessary to exercise the powers and functions provided to it under the act (R.I. Gen. Laws §42-55-5(6)); and

WHEREAS: Staff of RIHousing has identified a need for a qualified firm to serve as the Youth Action Board Backbone Agency in support of Youth Homelessness Demonstration Program activities under the Rhode Island Continuum of Care; and

WHEREAS: RIHousing has solicited proposals pursuant to an open competitive process for vendors to carry out this set of functions; and

WHEREAS: The proposal submitted by Adoption Rhode Island was deemed satisfactory, eligible for selection, and received the highest score pursuant to the criteria set forth in the Request for Proposals.

NOW, THEREFORE, IT IS HEREBY:

RESOLVED: that RIHousing be and hereby is authorized to enter a contract with Adoption Rhode Island, subject to any administrative adjustments as the Executive Director determines to be in the best interest of RIHousing, to complete the activities outlined in the RFP; and

RESOLVED: that such engagement shall be for a term of up to fourteen (14) months for a cost not to exceed \$140,000; and

RESOLVED: that the Executive Director, Deputy Executive Director, and the Director of Strategic Initiatives & Partnerships, each acting singly, be and hereby is authorized and empowered to take any and all actions necessary or desirable to carry out the foregoing resolutions, including without limitation the authority to negotiate the terms and fees of the engagement as he or she may determine are in the best interests of RIHousing, and to execute any and all agreements or documents as he or she deems necessary to carry out the foregoing and to take such further actions as he or she deems necessary to carry out the foregoing resolutions.