
UNITY of Greater New Orleans
REQUEST FOR PROPOSALS #19-6
Problem-Solving Housing Crisis Resolution Project (Reallocation)
July 30, 2019

Purpose of RFP

UNITY of Greater New Orleans, the lead agency for the homeless Continuum of Care (CoC) for New Orleans, Jefferson Parish and Kenner, is seeking proposals from nonprofit and governmental agencies to select one or two sponsors to provide Problem-Solving Housing Crisis Resolution services to people seeking emergency shelter in Orleans and Jefferson Parish or persons who have been homeless only a short time.

Problem-Solving Housing Crisis Resolution services, also commonly referred to as “Rapid Resolution” or “Homelessness Diversion,” is an emerging best practice that in some communities has been found to prevent one of every two persons requesting shelter from having to become homeless. National experts have advised that Problem-Solving Housing Crisis Resolution has great potential to help New Orleans and Jefferson Parish reduce homelessness by resolving many people’s housing crises without making them have to enter shelter first, thereby freeing up shelter beds for the hundreds of people who sleep outside at night, many of whom have complex problems and health needs. The priority population for this project will be adults.

It is anticipated that a total of at least \$100,000 for a one-year period will be available for this project, expected to begin in the Summer or Fall of 2020, if funding is provided by HUD in the upcoming national 2019 CoC Program funding competition. If awarded by HUD through the competition, this Supportive Services Only-Coordinated Entry (SSO-CE) Project would fund one or two agencies to serve as project sponsor for the Problem-Solving Housing Crisis Resolution Project. If two agencies are selected, the grant amount for each would be divided in half (at least \$50,000 for each agency).

The chosen project sponsor(s) will provide assistance to resolve housing crises by engaging in problem-solving conversations with clients in order to identify strategies and resources that can prevent them from having to enter shelter; mediation with family members and landlords in order to stabilize the client’s housing situation; referral to job sources and mainstream resources to increase income; and referral to UNITY Coordinated Entry or other resources for one-time financial assistance if needed. Project staff will work closely under the supervision of UNITY Coordinated Entry.

The project sponsor(s) for RFP #19-6 should be expected to begin providing services under this project by the Summer or Fall of 2020 if awarded through the HUD CoC Program competition. Once receiving funds from the Continuum of Care, project sponsors must maintain dues-paying membership in the UNITY Service Providers and Professionals Association. Once funded, the project is eligible for annual renewal through the CoC funding competition based on project performance including program and fiscal compliance.

Nonprofit or governmental agencies are eligible to apply; agencies that are currently members of the UNITY Service Providers and Professionals Association (SPPA) as well as those agencies not currently

receiving funds through the Continuum of Care are equally encouraged to apply. For more information, please see the UNITY of Greater New Orleans website at: www.unitygno.org.

-----PROPOSALS ARE DUE BY 12:00 NOON ON WEDNESDAY, AUGUST 28, 2019-----

Meetings and Deadlines

- Deadline for submitting proposal to UNITY: Wednesday, August 28, 2019 at 12:00 Noon.
- CoC Evaluation and Project Selection Committee reviews and scores proposals: Thursday, August 29, 2019.
- UNITY informs applicants whether they were selected by the CoC Evaluation and Project Selection Committee: Friday, August 30, 2019.
- Selected agencies submit any additional information needed by UNITY for HUD application: Monday, September 9, 2019
- Anticipated Notification of Project Funding from HUD: January 2020
- Anticipated Project Start: Summer or Fall 2020

Budget Details for an \$80,000 budget (applicant can also apply for a \$40,000 budget instead)

Anticipated Coordinated Entry Budget	Budget Amount
Supportive Services	\$96,000
Project Sponsor Administrative Funds	\$3,500
Total Project Sponsor Funds	\$100,000
Match Requirement (25%)	\$25,000

Additional Information

<https://www.usich.gov/news/problem-solving-an-innovative-approach-to-addressing-homelessness/>

Please consult HUD's CoC Program website for a description of the rules governing these program funds, how funds can be used, and the matching funds requirements for supportive services.

www.hudexchange.info/programs/coc/.

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-----**PROPOSAL FORMAT**-----

Your proposal must be no more than 6 pages in length and must address the following:

#	Question	Points SSO-CE
1	<p>Title of Project: RFP #19-6 Problem-Solving Housing Crisis Resolution Project, Name of Organization, Tax ID #, DUNS #, and contact information for the applicant organization. Please attach evidence of non-profit tax-exempt status.</p>	N/A
2	<p>What Your Organization Will Bring to This Project: (a) Please state your organization's mission and explain how this project relates to the mission of your organization. (b) Please state why your organization is well-positioned to use the resources of this grant most effectively to exert the maximum impact on reducing homelessness in New Orleans and Jefferson Parish by resolving the housing crises of as many people as possible seeking emergency shelter so that beds can be freed up for persons currently living on the street. (c) Please explain what additional resources, programs, and partnerships your organization will bring to maximize the effectiveness of this project in reducing homelessness.</p>	25
3	<p>Organizational Experience: Describe the applicant organization's relevant experience: (a) Describe your organization's experience providing any or all of the following, especially in the context of diverting people from homelessness: 1) problem-solving conversations and counseling; 2) mediation services; 3) budgeting assistance; 4) referring clients to employment opportunities or other mainstream resources or assisting in securing employment; 5) providing short-term financial assistance. (b) Describe your organization's knowledge and/or experience with regard to coordinated entry systems and processes, and conducting standardized assessments; (c) Describe your organization's experience providing housing and/or supportive services to those experiencing homelessness or at-risk of becoming homeless.</p>	25
4	<p>Plan for Effective SSO-CE Services: (a) Please describe your project plan for providing effective services to prevent people from unnecessarily having to enter emergency shelter, including problem-solving conversations and counseling, mediation services with family members and landlords, budgeting assistance, and referring clients to employment opportunities or mainstream resources; and providing standardized client assessments; (b) Specifically, describe how your project will utilize problem-solving rapid resolution and diversion strategies to ensure that clients' housing crises are resolved without having to</p>	25

	enter shelter to the extent possible, how your project will determine who is appropriate for this intervention versus who will need to enter shelter, as well as your plan to coordinate and integrate with other mainstream resources.	
5	Housing First/Low Barrier Approach: Please describe how you will utilize a “Housing First,” low-barrier approach in which assistance is offered without requiring compliance with treatment or medication or by requiring income.	5
6	Staff Experience and Training: Please describe the job duties and qualifications of the employee(s) you will hire to provide these services. Also describe how your staff will acquire and maintain the needed skills and knowledge for this project through training and supervision. Attach job description(s) of project staff and a resume of the person who will provide supervision.	15
7	Implementation Timeline: Describe your plan for rapid project implementation, specifically how the project will begin providing Problem-Solving Housing Crisis Resolution services to clients within 60 days of the project start date. Please include a timeline for hiring and training staff.	5
8	Financial Capacity: Indicate your proposed budget for each component being requested, including the budget request for supportive services and for rental assistance. Administrative costs may be no more than 3.5% of the subtotal of supportive service funding requested. Budgets of selected applicants may be revised in consultation with UNITY upon notification of proposal selection. Submit the organization’s two most recent independent audits (and A-133 audit if applicable); if no audit exists, please attach your organization’s financial statements for the past two years. Attach documentation of matching funds (25% of requested amount), which includes the following information for each funding source: <ul style="list-style-type: none"> ▪ Source: Government or Private ▪ Method: Cash or In-kind ▪ Date of Commitment ▪ Specific Source of Match 	5
9	Cultural Competence: Describe your agency’s cultural competence. Include experience in serving with cultural sensitivity people who are racially, ethnically and religiously diverse; who speak languages other than English; who have a range of physical and mental disabilities; who are Lesbian, Gay, Bisexual or Transgendered; who are Young Adults or Elderly; and who are extremely low-income. Describe the diversity of your board and staff, your agency’s non-discrimination policies, and how you ensure that your staff meets the needs of clients with sensitivity toward clients’ varied cultural and life experiences. Describe your organization’s plan which evaluates the accessibility, delivery and outcome of services to ensure there are no disparities by client race.	10
10	Other Considerations – Outcome Performance, Contract Compliance: Each proposal is eligible for an additional 5 points to be determined by the Project Evaluation and Selection Committee which will consider additional factors in deciding which proposers would make a good project sponsor. These include: <ul style="list-style-type: none"> ▪ Contract compliance with previous CoC and ESG funded projects regarding spending, timely billing, data quality, submission of required reports, findings and concerns, etc. 	5

	<ul style="list-style-type: none"> ▪ Performance results from CoC and ESG Annual Progress Reports and monitoring reports. ▪ Consumer Feedback and Collaboration with UNITY Welcome Home Outreach Program. <p><i>*For project sponsors without a history with UNITY and/or the CoC, please provide two letters of reference from organizations, officials, or others who are familiar with your organizational performance.</i></p>	
TOTAL:		120

Mandatory Attachments:

- Attach a copy of your 2 most recent annual Financial Audits.
- Attach proof of nonprofit tax-exempt status, if your agency is a non-profit organization.
- Resume of Project Supervisor or Director
- Job Description(s) of Project Staff
- Match Commitment Letter indicating source of matching funds and uses of those funds on project activities. Match of 25% of total sub-recipient budget is required.

*Please note: *Mandatory Attachments will not be considered in the proposal page limit.*

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Proposals must be addressed to Martha Kegel, Executive Director of UNITY, and submitted to proposals@unitygno.org no later than 12:00 pm noon on Wednesday, August 28, 2019.

Do not submit proposals by any other method. If you have questions about the RFP, please contact Allison Ulrich, consultant, at aulrichconsulting@gmail.com. Please visit the 2019 CoC Funding Competition page on UNITY's webpage at www.unitygno.org periodically to see if answers to any questions submitted by you or others regarding the RFP have been posted.

