
UNITY of Greater New Orleans
REQUEST FOR PROPOSALS #19-5
Transitional to Rapid Rehousing for Domestic Violence Survivors Joint
Component Project
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 more project sponsors to end homelessness for survivors of domestic violence, dating violence, sexual assault, and stalking. Eligible clients include those meeting the definition of homelessness under the CoC Interim Rule at 24 CFR § 578.3(4).¹

It is anticipated that up to \$1,112,530 may be available for new Domestic Violence (DV) bonus projects providing coordinated entry and/or joint component projects to provide transitional housing (TH) and rapid rehousing (RRH) should such funding be awarded by HUD in the upcoming 2019 CoC Program national competition.² For the *Transitional to Rapid Rehousing for Domestic Violence Survivors Joint Component Project* under RFP #19-5, the project sponsor will be expected to serve at least 8 households at any moment in crisis transitional housing (TH) and 24 households at any moment in Rapid Rehousing (RRH) through scattered-site, medium-term, tenant-based rental assistance. It is expected that the TH-RRH joint component project will serve 60 - 80 households during the project year.

The target population for these projects are survivors of domestic violence, dating violence, sexual assault, and stalking who are homeless, living in emergency shelters, on the street or in abandoned buildings, and/or who are fleeing or attempting to flee such violence, assault, stalking, or other dangerous or life-threatening conditions. For this population, the CoC Interim Rule at 24 CFR § 578.3(4) defines as “homeless”:

Any individual or family who:

- (i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual’s or family’s primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;
- (ii) Has no other residence; and
- (iii) Lacks the resources or support networks, e.g., family, friends, and faith-based or other social networks, to obtain other permanent housing.

Within this target population, applicants may choose to provide additional focus on specific sub-populations (i.e. youth, families with children, etc.) who may be survivors of domestic violence, dating violence, sexual assault, and/or stalking.

¹ https://www.hudexchange.info/resources/documents/CoCProgramInterimRule_FormattedVersion.pdf

² <https://www.hudexchange.info/resource/5842/fy-2019-coc-program-nofa/>

The project sponsor for RFP#19-5 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 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

-----BACKGROUND-----

Joint component TH-RRH projects³ are a way to provide a safe place for people experiencing homelessness to stay – crisis housing – with financial assistance and wrap around supportive services to help them move to permanent housing as quickly as possible. Stays in the crisis housing (TH) portion of these projects should be brief and without preconditions, and participants should quickly move to permanent housing. Program participants may choose to receive only the TH portion of assistance, or the assistance provided through the RRH component, but the project must make both types of assistance available.

The agency selected as project sponsor must be willing to, at a minimum, do the following:

- Use a “Housing First,” low-barrier approach with client-driven service models and a focus on helping people move to permanent housing as quickly as possible. Participants cannot be required to participate in treatment or services to receive assistance.
- Have low-barriers to entry and accommodate people with possessions, partners, pets, or other needs.
- Incorporate client-choice by helping participants find permanent housing based on their unique strengths, needs, preferences, and financial resources. Participants will choose when they are ready to exit the crisis housing portion of the project and move to permanent housing, with providers assisting participants with this move.
- Provide or connect participants to resources that help them improve their safety and well-being and achieve their goals.
- Target and prioritize people experiencing homelessness with higher needs and who are most vulnerable.
- Participate in the Coordinated Entry for Survivors by reporting all program openings to the Coordinated Entry System (CES) and accepting referrals only from the CES.
- It is expected that clients will have a housing plan within 7 days of entry into the crisis housing component and will obtain permanent housing through RRH assistance within 30 days of entry where it is safe to do so.
- The rapid rehousing portion of the project will provide medium-term, tenant-based rental assistance and case management services to the target population. Housing and services will use a progressive approach to tailor the length of assistance to the needs of each client. It is expected that clients will be served for 3 - 6 months through the rapid rehousing component of the project.
- Program staff will be expected to take client households to visit suitable housing units as part of the housing search process, ensuring safety is a key consideration.
- Identify housing units and conduct Housing Quality Standards (HQS) inspections.
- Input data into HMIS-comparable system within 24-hours of referral and continually update data.
- Report RRH openings to the Coordinated Entry System within 24-hours of client discharge and RRH opening.
- Cover or “front” rent for a period not expected to exceed 6 weeks until reimbursement is received from UNITY. This amount may average \$30,000/monthly once the program reaches full capacity.

³ For more information about TH-RRH joint component projects, please see:

<https://www.hudexchange.info/news/snaps-in-focus-the-new-joint-transitional-housing-and-rapid-re-housing-component/>

- Once receiving funds through the Continuum of Care, maintain dues-paying membership in the UNITY Service Providers and Professionals Association (SPPA).

Budget Details

Anticipated TH/RRH Joint Component Project Budget	Budget Amount
Supportive Services	\$185,977
Operating Costs	\$310,000
Rental Assistance	\$465,084
Administrative	\$32,237
Total CoC Request	\$993,298
Match (25% of Total Award)	\$248,325

Additional Information

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/.

Additional information on RRH Programs: www.hudexchange.info/resources/documents/Rapid-Re-Housing-Brief.pdf or www.naeh.org.

Information on this year's DV Bonus funding can be found here:
<https://www.hudexchange.info/resource/5842/fy-2019-coc-program-nofa/>

For a definition of the eligible target population, please see the CoC Interim Rule at 24 CFR § 578.3(4):
http://www.hudexchange.info/resources/documents/CoCProgramInterimRule_FormattedVersion.pdf.

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

Your proposal must be no more than 8 pages in length and must address the following:

#	Question	Points: (TH/RRH Joint Component)
1	<p>Title of Project: RFP #19-5 Transitional to Rapid Rehousing for Domestic Violence Survivors Joint Component 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>Organizational Experience: Describe the applicant organization's relevant experience: a) Providing services to survivors of Domestic Violence, Dating Violence, Sexual Assault, and/or Stalking; b) Utilizing trauma-informed, victim-centered approaches; c) Providing Rapid Rehousing (RRH), Transitional Housing (TH), or other housing and supportive services to this population; and d) Please state your organization's mission and explain how this project relates to the mission of your organization.</p>	25 Points
3	<p>Need for Housing and Services: Thoroughly describe and quantify the unmet need for housing and services for survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking within the CoC's geographical area. Please cite your source(s) for such data/need.</p>	15 Points
4	<p>Meeting Unmet Need: Describe how your proposed project will address the unmet, unique housing and services needs of survivors of domestic violence, dating violence, sexual assault, and stalking. Please be specific regarding your proposal to provide TH/RRH joint component project services.</p>	10 Points
5	<p>Plan for Effective Case Management and Supportive Services: (a) Please describe your project plan for providing crisis TH, effective RRH, and case management services to eligible clients to assist them in securing safe and appropriate housing and to remain permanently housed. Please include how you will work with tenants at the time of program entry and move-in, and how you will promote, document, and evaluate tenant progress. (b) Describe how your project will utilize trauma-informed, client-centered approaches to care to ensure crisis housing, permanent housing, and safety needs of your clients are met. (c) Describe how your project will connect people to valuable community resources such as mainstream benefits, education, health care, and employment.</p>	10 Points
6	<p>Addressing Safety Needs: (a) Please describe your organization's proposed or existing protocols, including emergency transfer and safety plans, that prioritize client safety and incorporate services that are trauma-informed and victim-centered in nature; and (b) How your project will maximize client choice for housing and services while ensuring client safety and confidentiality.</p>	5 Points

7	<p>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, medication, lack of income or any other area that would interfere with quickly housing a family within 14 days of entry into program. Describe how your program will ensure no additional barriers are placed on clients while they are enrolled in the program. Include how the crisis housing will be able to accommodate people with a variety of needs, including different household configurations, service needs or pets. Please detail how your project will enhance the safety of program participants within the “Housing First” context.</p>	2 Points
8	<p>Staff Experience and Training: Please describe the job duties and qualifications of the employees you will hire to provide these services and include a resume of the person who will supervise this staff. Also describe the evidence-based practices and interventions used by your staff and how staff acquire and maintain skills through training and supervision. Please describe the type(s) and frequency of trainings your staff receive on best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence. Attach job description(s) of project staff and a resume of the person who will provide supervision.</p>	10 Points
9	<p>Implementation Timeline: Describe your plan for rapid project implementation, specifically how the project will provide crisis housing for the first program participant within 60 days of the award and house through RRH the first participant within 90 days of award. Include a description about how the program have full enrollment within 5 months of award. Please include a timeline for hiring and training staff.</p>	2 Points
10	<p>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, operating and rental assistance funding requested. Budgets of selected applicants may be revised in consultation with UNITY upon notification of proposal selection. Describe your agency’s capacity and ability to front direct rental assistance payments to landlords (reimbursement from UNITY will not occur most likely until 6 weeks after your payments). 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:</p> <ul style="list-style-type: none"> ▪ Source: Government or Private ▪ Method: Cash or In-kind ▪ Date of Commitment ▪ Specific Source of Match 	5 Points
11	<p>Cultural Competence: Please describe your agency’s cultural competence in serving survivors of domestic violence, dating violence, sexual assault, and stalking. Please also describe your agency’s cultural competence including experience with cultural sensitivity to 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 Transgender; 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</p>	8 Points

	policies, and how you ensure that your staff meets the needs of clients with sensitivity toward clients' varied cultural and life experiences.	
12	Program Enhancement: Describe how this project will utilize other resources, programs, partnerships, and/or benefits to increase participant safety and housing stability, and/or improve housing stability for DV survivors.	3 Points
13	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. ▪ Performance results from CoC and ESG Annual Progress Reports and monitoring reports. ▪ Consumer Feedback and Collaboration with UNITY Welcome Home Outreach Program. <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>	5 Points
TOTAL:		100
15	(BONUS) Building Community Capacity: In order to build community capacity, 5 bonus points will be awarded to applicants that are not currently receiving CoC funds.	5 Points

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.*

Please limit your proposal to no more than 8 pages (not including attachments).

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

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 website at www.unitygno.org periodically to see if answers to any questions submitted by you or others regarding the RFP have been posted.

