

# Request for Proposals

**Subject: One-Time State Funding for Homeless Housing, Assistance and Prevention Program (HHAP 3)**

**Issued by: Bakersfield-Kern Regional Homeless Collaborative**

**Date: February 3, 2023**

## **Background**

The State of California is providing a third round of one-time funding under the Homeless Housing, Assistance and Prevention Program (HHAP 3) to the Bakersfield-Kern Regional Homeless Collaborative (BKRHC), City of Bakersfield (City) and the County of Kern (County) to address homelessness in Kern County. Based on the needs and goals identified in *HHAP Gaps Analysis*, the BKRHC, City and County identified specific priority activities to be funded using the HHAP funds. The BKRHC is now issuing a Request for Proposals (RFP) to identify and select organizations to implement the designated activities. Awardees will enter into separate agreements with those entities that are contributing to that grant category. City funds identified below can only be used in the City of Bakersfield.

## **Timeline:**

- ✓ RFP Info Session (via zoom): 9 AM on February 13, 2023
- ✓ RFP Response Deadline: March 31, 2023
- ✓ RFP Review Panel: April 3-7, 2023
- ✓ Approval of all Award Recommendations and BKRHC funded operator agreements (BKRHC Executive Board): April 13, 2023
- ✓ Approval of Operator Agreements (For City and County funded activities): Tentatively starting May 2023

## **Designated HHAP Eligible Activities in Kern County**

<b><u>Activity</u></b>	<b>Funding Available Up to:</b>	<b>Funding Source(s)</b>
<b>Diversion Program</b> Diversion is a strategy that helps people experiencing a housing crisis quickly identify and access safe alternatives to emergency shelter. GOAL - Reduction in length of time homeless and in first time homeless	\$300,000.00	BKRHC (\$300,000.00)
<b>Landlord Incentives</b> Possible uses include shallow subsidy/rental	\$1,000,000.00	BKRHC (\$1,000,000.00)

verage funds, signing bonuses for landlords, incentives to maintain a unit for vouchering after a vacancy, etc. To rapidly secure housing placements e.g., 50% of rent x 24 months.		
<b>Family/Individual Hotel Rural Program</b> Improve exits to permanent housing by increasing assessments for access to housing resources.	\$50,000.00	BKRHC (\$50,000.00)
<b>Rural Drop-in Center</b> Operate a center to connect rural clients to services such as housing, meals, showers, mental health services, medical care etc.	\$300,000.00	County (\$300,000.00)
<b>Head Start Transportation</b> Provide transportation of homeless children to and from their respective Head Start and/or school if necessary. Approximately fund for 1-2 part-time for services in Delano and Bakersfield.	\$100,000.00	County (\$100,000.00)

**TOTAL FUNDED:**

**RFP Process**

RFP responses are due by **5:00PM on Friday March 31, 2023.**

Proposals titled “One-time State Funding for Homeless Housing, Assistance and Prevention Program (HHAP 3)” – (insert Organization name)” can be submitted electronically (as pdf files) to Rick Ramos, Interim Executive Director, Bakersfield-Kern Regional Homeless Collaborative at [rick.ramos@bkrhc.org](mailto:rick.ramos@bkrhc.org) and cc [mary.scott@bkrhc.org](mailto:mary.scott@bkrhc.org) and [coordinator@bkrhc.org](mailto:coordinator@bkrhc.org).

An RFP informational meeting will be held via Zoom conference call.

HHAP 3 Information Session on week of February 13, 2023, at 9:00AM PST

<https://us02web.zoom.us/j/85778376496?pwd=K3BndmVRVGRDdTN6ZFdVOHN2Z0UzUT09&from=addon>

Meeting ID: 857 7837 6496

Passcode: 212277

Dial by your location

1 669 444 9171 US

1 669 900 9128 US (San Jose)

Proposals must meet the threshold requirements and must respond to each of the selection criteria listed below. Proposals for activities other than the designated

activities listed in this RFP and requests for funding that exceed the available funds for the activity will be rejected.

The BKRHC, City and County have established a non-conflicting RFP review panel to review and rank responses. The panel will evaluate all the proposals received against the evaluation factors set forth below and rank them in numerical order based on the aggregate of the evaluation factors.

After conducting a thorough review and analysis using a non-conflicting review panel, the highest-ranking proposal(s) for each eligible activity shall be selected. The BKRHC, City and County reserve the right to reject any or all proposals and to waive any informality in proposals received whenever the BKRHC, City and County determine that such rejection or waiver is in its best interest.

### **Threshold Requirements**

Organizations selected to implement the designated activities must agree to the following threshold requirements:

- Must be a member of BKRHC and actively participate in committees as appropriate.
- All activities will comply with BKRHC, City, County and the Coordinated Entry System policy and procedures, Homeless Management Information System policy and procedures and Continuum of Care (CoC) policy and procedures
- Participation in the Homeless Management Information System (HMIS)
- Adherence to Housing First principles as defined by HUD
- Compliance with all State HHAP 3 regulations and reporting requirements, including but not limited to reporting on relevant HUD and state determined system performance measures
- Utilization of the definition of homelessness as defined in the HEARTH Act (except for Youth Outreach activity which can include McKinney Vento)
- Minimum threshold score for consideration is: 70 points

### **Selection Criteria**

#### **Experience (25 pts)**

*Applicants should describe in 750 words or less their experience in providing the proposed activity, including past performance on relevant HUD or similar system performance measures. If the organization does not have direct experience, please indicate the ability to pivot or innovatively address the proposed activity.*

#### **Capacity (25 pts)**

*Applicants should describe in 750 words or less their organizational capacity to administer the State funds in compliance with applicable regulations, including experience administering similar State and Federal funds, to timely invoice for proposed activity monthly, acknowledge their organization's ability to send timely reporting and awareness of the annual reporting dates. Please also address the organization's ability to expend all funds toward the activity in the next two years. Explain the financial*

controls and oversight in place to ensure proper use of funds. Attach your most recent annual audit if requesting \$250,000 or more.

**Cost Effectiveness/Leverage (25 pts)**

Provide a budget detailing:

- the costs for the activity,
- the proposed # of persons served,
- proposed # of persons served by subpopulation (Veteran, Youth, Elderly, Chronically Homeless, Intensive Services, Families),
- the proposed # of households housed,
- address scalability of the activity, whether it could be a smaller or larger project
- and any leverage of other funding sources.

When available, please cite prior success in addressing inflow (those becoming homeless for the first time), length of time homeless, outflow (those housed), two-year recidivism or other outcomes. If current data is unavailable, please cite best practices to be used to support projected outcomes of the proposed activity. Please describe your organization’s ability to support feedback loops, through put, tracking and monitoring to support meeting the goals of the activity and adjust as needed.

**Implementation Plan (25 pts)**

Applicants should provide a project narrative in 750 words or less explaining the activity to be provided and a realistic timeframe for implementation of the activity. Demonstrate you understand the steps necessary to quickly implement the activity, an underlying use of best practices, including an expected expenditure timeline. It is expected that most funding activity will occur within 24 months, timelines should reflect that expectation.

In the table below, please indicate the proposed funding timeline of your project.

<b>Funding Allocation Year</b>	<b>FY 2023-2024</b>	<b>FY 2024-2025</b>	<b>FY 2025-2026</b>	<b>Total</b>

**Expenditure Deadlines**

50% of the funding must be spent by December 31, 2024 – 100% by December 31, 2026.

The BKRHC, City and County reserves the right to reallocate funds between activities if a designated activity is at risk of not meeting expenditure deadlines or outcome goals.

This is one-time State funding and organizations should not expect the funding to be renewed or extended in the future.

**Other Information**

Organizations selected to implement eligible activities will enter into an agreement with the BKRHC, City and County. Funding will be reimbursed to the contracted organizations monthly upon submittal of the required documentation of eligible expenses. Organizations can request a one-time funding advance equal to 10% of the budget.

**Contact Person**

All questions related to this RFP should be directed to:

Rick Ramos Interim Executive Director [rick.ramos@bkrhc.org](mailto:rick.ramos@bkrhc.org)