

Youth Homelessness Demonstration Project (YHDP) RFP FAQ SHEET:

Q: When answering questions in the YHDP Ranking Packet, is it 1,000 characters total for each category or each question? Does the 1,000 characters include spaces?

A: It is 1,000 characters for each numbered question. For example, Question III(A) must have max 1,000 characters. Question III(B) must have max 1,000 characters. Question III(C) must have max 1,000 characters. The 1,000 characters does not include spaces.

Q: For the general TH/RRH project, is there \$660,000 available annually for supportive services or is the \$660,000 supportive services line item supposed to cover the 2 year grant period? Similarly, for the rural TH/RRH project, is the \$360,000 available annually for supportive services or if the \$360,000 supportive services line item supposed to cover the 2 year grant period?

A: The \$660,000 line item and the \$360,000 line item for supportive services is meant to cover the two year grant term. There is an error on the YHDP CCP that states these are the estimates for staffing annually, however, these should be the estimates for staffing over 2 years.

Q: Please confirm that clients receiving services will be both sheltered and unsheltered.

A: For all YHDP projects, clients should be HUD-defined homeless in HUD categories 1, 2, and 4.

Q: For the total program salaries and benefits, please clarify if the number of FTEs includes case managers and peer staff, or if peer staff can be hired in addition to case managers.

A: When the CCP states FTE, it means any full time employee, whether it's a peer staff, case manager, outreach worker, housing navigator, or specialized services staff. The following YHDP staff: client baseline staffing levels must be followed:

- *Site-based PSH/TH: 1:15 staff/client ratio*
- *Scattered Site PSH/TH: 1:12 staff/client ratio*
- *RRH: 1:15-1:20 staff/client ratio*
- *SSO: 1:25-30 staff/client ratio*
- *Peer Staff supporting SSO, RRH, TH &/or PSH: 1:12 peer/client ratio*

These ratios are based on the annual number of youth a project intends to serve, not to the caseload sizes of individual staff. In other words, HUD's guidance is not meant to dictate the number of clients a single staff person should be supporting at a given time. Rather, this guidance is intended to outline how many supportive services-funded staff should be budgeted for in each eligible project type.

These are baselines for staff: client ratios. For example, 1 FTE SSO case manager can serve 31 clients per year, but they cannot serve 24 clients per year. Also note that the staff: client ratios are best practice, as services should be intensive in TH and RRH.

Read the "Guidance on Distribution of YHDP Resources" document for additional information.

Q: What qualifies someone as peer staff?

A: Peer staff is defined through YHDP as: *former and current YAB members and other people with lived experience.*

Q: There have been different versions of the Kern YHDP CCP I have seen. Which one should I use?

A: Please only use the CCP version on the BKRHC website, as that is the one approved by HUD.

Q: What is the difference between leasing and rental assistance?

A: Rental assistance: <https://www.ecfr.gov/current/title-24/section-578.51>
24 CFR 578.51

Leasing: <https://www.ecfr.gov/current/title-24/section-578.49>
24 CFR 578.49

Q: Can I use motels for TH through YHDP?

A: There is a special YHDP activity that allows motels to be utilized for up to 3 months as TH. Please read the Kern YHDP CCP to see which special YHDP activities are allowable under each project type.

Q: Should we submit a yearly or two-year budget?

A: Two year budget, as the first projects will be 2 years in length before possible renewal.

Q: Must an agency complete all action steps under a YHDP CCP goal, or could the agency pick a couple action steps under a YHDP CCP goal.

A: You do not necessarily need to complete all action steps. The question the Ranking Panel will be scoring related to this is:

"Explain how the project aligns with the Kern YHDP CCP's Vision, Mission, Goals, Objectives & Action Steps"

It's also expected that the community/BKRHC will work on goals together- not that individual projects will be the ones solely responsible for completing the goals.

Q: Will Housing First be required for YHDP projects?

A: No. It will not be required. However, using Positive Youth Development (PYD), Trauma-Informed Care (TIC) and Family Engagement models should be incorporated into projects.

Q: Can I submit my project proposal/Ranking Packet to the Youth Action Board to get their feedback prior to ranking?

A: No. In order to keep ranking fair, project proposals/Ranking Packets cannot be shared with YAB members who will be on the Ranking Panel prior to scoring.

Q: How much funding is available for each project type? How many youth must be served?

A: For Joint TH/RRH, \$2,734,720 is available (for an initial 2 year grant term). Annually, 19 youth in TH & 40 youth in RRH (59 total) should be served.

For Joint TH/RRH - Rural, \$1,216,124 is available (for an initial 2 year grant term). Annually, 12 youth in TH & 24 youth in RRH (36 total) should be served.

For SSO, \$953,684 is available (for an initial 2 year grant term). Annually, 100-120 youth across 2-3 programs should be served.