



## 2018 CITIES HOMELESSNESS PLAN IMPLEMENTATION REQUEST FOR PROPOSALS

### Background

Cities play a vital role in preventing and combating homelessness in Los Angeles County. Recognizing the opportunity to partner with cities to achieve this goal, the LA County Board of Supervisors allocated one-time general fund support (\$2 million) for 41 cities to develop or enhance local homelessness plans. To facilitate this opportunity, LA County Homeless Initiative (HI) and Home For Good Funders Collaborative released the 2017 City Homelessness Planning Request for Proposals (RFP) and provided cities direct support and training on homeless service delivery system, housing resources, best practices, and opportunities to bolster city homelessness plans.

As a follow up to these planning efforts, the County Homeless Initiative and Home for Good Funders Collaborative have teamed up to release a new, competitive request for proposals from cities ready to take concrete next steps in preventing and combating homelessness. This RFP provides funding support to implement components of their homelessness plans that 1) increase the supply of interim and permanent housing for people experiencing homelessness; and 2) enhance County service system for those experiencing or at-risk of homelessness.

### Funding Goals & Eligibility

The 2018 Cities Homelessness Plan Implementation RFP will provide cities the opportunity to individually apply and partner with additional cities on a collaborative application. Eligible applicants may submit one proposal per priority area, in addition to any collaborative proposal submitted.

- 1) Priority Area 1: Increase supply of interim and permanent housing for people experiencing homelessness
- 2) Priority Area 2: Enhance County service systems for those experiencing or at-risk of homelessness

Eligibility: 2017 City Planning Grant Recipients are eligible to apply under Priority Area 1 and 2. Cities NOT awarded a 2017 City Planning Grant are eligible to apply only under Priority Area 1.

### Funding Request Details – Part I

Grant Term: January 1, 2019- June 30, 2020 (18-months). Funded projects must be completed by June 30, 2020.

#### Application Details:

- Cities may submit one proposal under each Priority Area.
- Each proposal may outline multiple, qualifying projects/activities within a Priority Area for funding consideration.
- Utilize formatting such as sub-headers and page breaks to most clearly delineate between projects within the same proposal.
- Multiple cities may *additionally* partner on a collaborative proposal under either Priority Area.

Collaborative Proposals: Cities may apply under both Priority Areas with a multi-jurisdictional application. Areas noted with asterisks (\*\*) in the charts on the following pages may be most appropriate for collaborative proposals.

## Funding Request Details – Part II

	PRIORITY AREA 1: Increase supply of interim and permanent housing for people experiencing homelessness		PRIORITY AREA 2: Enhance County service systems for those experiencing or at-risk of homelessness
<b>Eligible Applicants:</b>	2017 City Planning Grant Recipients	Any City in LA County	2017 City Planning Grant Recipients
<b>Funding Source(s):</b>	County Measure H Funds	Home For Good Funders Collaborative	County Measure H Funds
<b>Total Available:</b>	At least \$6 million	Up to \$1 million	Up to \$3 million
<b>Funding Caps/Levels*:</b>	<ul style="list-style-type: none"> <li>Individual Cities - \$300,000 – A maximum of 5% of total Measure H funds in this category will be awarded to an individual city.</li> <li>Multi-Jurisdictional Proposals – No cap</li> <li>Match Requirement – N/A</li> </ul>		<ul style="list-style-type: none"> <li>Individual Cities - \$300,000 – A maximum of 10% of total Measure H funds in this category will be awarded to an individual city.</li> <li>Multi-Jurisdictional Proposals – No cap</li> <li>Match Requirement - Newly committed city financial or in-kind resources are eligible for a match of 2 (County) to 1 (City) up to \$100,000 (i.e., \$100,000 for \$50,000 of city commitment). Additionally, any city resources committed above \$50,000 are eligible for a 1 (County) to 1 (City) match. Up to \$300,000 may be requested by a single city.</li> </ul>
<b>Award Conditions:</b>	<ul style="list-style-type: none"> <li>Coordinate with regional organizers from Everyone In Campaign where appropriate.</li> <li>If not already, become an Opt In City for the 2019 &amp; 2020 Homeless Counts (must be met prior to contract execution).</li> <li>Other funding specific requirements, as needed.</li> </ul>		<ul style="list-style-type: none"> <li>If not already, become an Opt In City for the 2019 &amp; 2020 Homeless Counts (must be met prior to contract execution).</li> <li>Coordinate with Council of Government, which is receiving multi-year support for regional service coordination.</li> <li>Coordinate with regional Coordinated Entry System Lead providers.</li> <li>Other funding specific requirements, as needed.</li> </ul>

\*If additional funds are available, after all selected applications have been funded, funders reserve the right to award additional funding to meritorious proposals above the stated cap.

**Competitive Submissions** – This is a competitive funding opportunity for eligible cities in LA County. The most competitive submissions will:

- demonstrate commitment and a strong level of *readiness* of the city to take action to prevent and combat homelessness that will result in concrete outcome(s)
- articulate how the city will target and enhance its practices, policies, and partnerships that the city has built and deployed to date to increase the supply of housing and enhance services
- align with the County Homeless Initiative strategies, key systems and regional partners in implementing the approved, countywide homeless strategies.

For the Funders Collaborative support under Priority Area 1, the most competitive proposals will focus on policy changes, process improvements, and production of supportive housing.

## Information Sessions & Scoping

Series of optional in-person and virtual information sessions will be held on the following dates and times to support applicants. Though these sessions are not required for submission, we recommend that any interested applicants attend at least one of the following sessions to learn more about the opportunity:

### Webinar Information Sessions

Monday, September 24, 2018 at 9-11am – Register at <http://bit.ly/citieswebinarone>

Wednesday, October 24, 2018 at 9-11am – Register at <http://bit.ly/citieswebinartwo>

In-Person Technical Assistance Sessions will be co-hosted with Councils of Government between September 25 through early October. For a current list of all planned meeting dates and locations, please visit our Grantseekers at [www.homeforgoodla.org/grantseekers](http://www.homeforgoodla.org/grantseekers).

All general applicant **questions should be submitted to [rfp@unitedwayla.org](mailto:rfp@unitedwayla.org) by Friday October 30, 2018 at 5pm PDT**. Relevant questions and responses will be captured on FAQ updated regularly on the Home For Good Grantseekers page ([www.homeforgoodla.org/grantseekers](http://www.homeforgoodla.org/grantseekers)).

Individualized support will also be available from County Homeless Initiative for 2017 City Planning Grant Recipients and all other eligible cities through United Way.

## Submission Process

**Submit proposals, including attachments, to [rfp@unitedwayla.org](mailto:rfp@unitedwayla.org) by Wednesday November 7, 2018 at 3pm PDT.**

All attachments should be submitted in their original format (i.e., Budgets should be submitted as Excel files). No late submissions will be accepted.

## Proposal Review & Award Notification

A panel of reviewers made up of private and public funders from the Home For Good Funders Collaborative, United Way of Greater Los Angeles, and the LA County Homeless Initiative will review and score all proposals. Scores will be one component of the selection process, with proposal potential for impact being the primary tool for prioritizing.

The cities whose proposals are selected through this process are expected to be notified in December. As this is a competitive funding opportunity, not all proposals will be selected for an award. Selected city proposals may be partially funded.

## Contracting & Consulting

All awarded cities will be contacted with next steps for contracting by whichever funder, the County Homeless Initiative and United Way on behalf of the Home For Good Funders Collaborative, will be directly supporting the project. All contracts are anticipated to start January 1, 2019, if no delays occur in execution. Contracts must be executed by January 31, 2019. The **grant term is anticipated to be January 1, 2019- June 30, 2020 (18-months)**.

Where it makes most sense to support the timely start of projects and streamline across awards, the funders reserve the right to contract directly with qualified technical assistance providers and vendors on behalf of awarded cities. Where cities choose to select their own vendor/consultant, the selection must be approved by the funder; if funder does not approve proposed consultant, funder may recommend an alternative option.

## PRIORITY AREA 1: INCREASE THE SUPPLY OF INTERIM & PERMANENT HOUSING FOR PEOPLE EXPERIENCING HOMELESSNESS

*Housing ends homelessness. As we work to bolster outreach and services through Measure H, we need more supportive and interim housing solutions to meet the needs of those we are engaging through our coordinated system to end homelessness. Cities play a pivotal role in the production of housing in communities, with control of land use and policies that can either block building or open doors to more solutions.*

*Through Priority Area 1, we invite any interested city or group of cities to take the next step in increasing the supply of interim and permanent housing for people experiencing homelessness.*

*A total of at least \$6 million of Measure H and up to \$1 million in private dollars will be available to support projects in this category. Private funds will prioritize projects that focus on supportive housing.*

<b>Eligible Applicants:</b>	2017 City Planning Grant Recipients	Any City in LA County
<b>Funding Source(s):</b>	County Measure H Funds	Home For Good Funders Collaborative
<b>Total Available:</b>	At least \$6 million	Up to \$1 million
<b>Funding Caps/Levels:</b>	<ul style="list-style-type: none"> <li>• Individual Cities - \$300,000 – A maximum of 5% of total Measure H funds in this category will be awarded to an individual city.</li> <li>• Multi-Jurisdictional Proposals – No cap</li> <li>• Match Requirement – N/A</li> </ul>	
<b>Award Conditions:</b>	<ul style="list-style-type: none"> <li>• Coordinate with regional organizers from Everyone In Campaign where appropriate.</li> <li>• If not already, become an Opt In City for the 2019 &amp; 2020 Homeless Counts (must be met prior to contract execution).</li> <li>• Other funding specific requirements, as needed.</li> </ul>	

*The chart below outlines examples of eligible funding uses and activities. An example list of deliverables for the funding uses below is available for download at [www.homeforgoodla.org/grantseekers](http://www.homeforgoodla.org/grantseekers).*

Example of Eligible Funding Use	Example of Eligible City Activities
Feasibility Study	Develop and implement land acquisition strategies that will result in an increase in supportive housing supply.
Land Assessment	**Commit city-owned/managed land or other identified property/assets within city boundaries to review for <i>supportive</i> housing development through construction or conversion, preferably by right.
City Homeless Liaison	**Commit city-owned/managed land or other identified property/assets within city boundaries to review for <i>interim</i> housing development through construction or conversion, preferably by right.
Technical Assistance/ Consulting	**Implement land use/zoning changes to reduce barriers to interim and permanent housing such as: <ul style="list-style-type: none"> <li>- Local Ordinances (PSH, Motel Conversion, Accessory Dwelling Units, Reasonable Accommodation, RV, Inclusionary Zoning, etc.)</li> <li>- Achieve city compliance with CA Senate Bill 2 (2008 California Housing Accountability Act)</li> </ul> Implement city policy changes that result in systems and procedural changes to increase the housing supply (e.g., update administrative plan, issue guidance, streamline city approvals process for entitlements and approvals of interim and permanent housing development, etc.) or target resources for city's most vulnerable homeless residents through Coordinated Entry System.
City Homeless Liaison	**Invest local resources in a city/regional Housing Trust Fund to support development of supportive housing. **Design or invest in a Housing Trust Fund (city/regional) with funds dedicated to development of supportive/interim housing.
Safe Parking	Establish Safe Parking or Safe Storage Program on city-owned parking lots or support local faith/business/community organizations in hosting safe parking programs.

***Cities are welcome to apply for other types of projects, not listed above, that fit the goal of this priority area and complement County homelessness strategies and investments. A sample list of additional city-identified areas of support that are eligible for County funds are available for reference in the Board Attachment II posted on the Grantseekers webpage.***

## PRIORITY AREA 1: APPLICATION

**REQUEST NARRATIVE** - Please provide a response to the following questions within the listed character counts. Responses should be brief and specific.

### Implementation Project (1000 character maximum per bullet)

- *Project Description* - Please describe the eligible activity and use of funds requested through this submission. How does this project fit within your broader city plan to prevent and combat homelessness? Why was this project prioritized for this request over others that are part of your Homelessness Plan?
- *Request* – How will the funds requested be utilized by the city to accomplish the project goals? [See examples of eligible uses in chart on page 4 and on Board Attachment II located on Grantseekers webpage] Please be explicit on the use of funds including any specific products that will be purchased, consultants that may be employed, or specific city staff that may be funded.
- *Readiness* – What has your city done to date that has prepared you to take on this project? What potential barriers do you anticipate in implementing this project? How will the city avoid or address these barriers? Please be specific and use examples wherever possible. [Included documentation will be considered as part of readiness review]
- *Leverage* – What additional city assets beyond those directly committed will be leveraged through this project (e.g., staff time, housing vouchers, etc.)? Please be specific on the types of resources and their estimated value.

Land Use/Development (1000 character maximum per bullet) – Priority Area 1 centers around removal of barriers to development or building of housing opportunities for homeless residents. Please answer the question(s) below that are most relevant to your project:

- *Policy Change* – What policy do you plan to address and the change you intend to implement? What work has been done to date towards this policy change? What is the expected opposition/openness to this change?
- *Housing Development* – Have you identified a city-owned or controlled property for this project? Do you have site control over this property or do you have a plan to obtain control through purchase or partnership? Do you have a particular housing developer partner you are planning to use on the project? If not, would you be interested in working with CSH (Corporation for Supportive Housing) to be matched to a qualified nonprofit developer to support your project?

Work Plan (1000 character maximum per bullet) – Please complete the provided Work Plan template and answer the questions below.

- *Project Goals* – Please provide a description of each of the goals listed in your Work Plan. If your project is successful, what will be the ultimate change in your community?
- *Timeline* – What do you propose to accomplish in 18 months? List key interim goals and milestones that will showcase progress within the project period.
- *Long-Term Outcome/Vision* -- Though the grant period lasts 18 months, some implementation projects may take more to fully implement. How long will it take to accomplish the long-term outcome of the project (e.g., lease up housing development)?
- *City Implementation Team* - Who within the city will be the lead(s) on this implementation project? Briefly describe their current city role and what role they will play in the implementation of this project. What key City departments will be a part of the project?
- *Consulting Implementation Team* – Please provide any details on any consultant/vendor selected or planned to support implementation. How were they selected? [Note: Any planned consultant should apply for the County Request for Qualifications related to this RFP to be approved for use on this project]
- *Partnerships* - What organizations/individuals will be engaged in the implementation process outside of the city government? Within this list, who is currently engaged and who still needs to be engaged?

### **REQUIRED ATTACHMENTS**

- Application Cover Page (1 required per city across all applications) – *Template Provided*
- Project Budget - *Template Provided*
- Project Work Plan - *Template Provided*
- Letter(s) of support from non-city partners engaged in the project (e.g., housing developer)
- Letter of coordination from city's respective Council of Government (1 required per city across all applications)
- OPTIONAL: Additional documentation showcasing work to date/readiness (e.g., background report, draft ordinance).

## PRIORITY AREA 2: ENHANCE COUNTY SERVICE SYSTEMS FOR THOSE EXPERIENCING OR AT-RISK OF HOMELESSNESS

*Deepening service connections within communities works. Measure H provided an immense opportunity to build out proven solutions and bolster our system of services and housing for our homeless neighbors. But, it is not enough. Across the County, residents are being pushed out of the housing market, trying to cope with stagnating wages, and struggling to stay afloat as cost of living continues to rise. At the same time, we have nearly 53,000 individuals and families already living in cars, encampments and on sidewalks waiting for a hand up. Cities continue to be on the front lines of homelessness, a first point of contact and a lifeline for residents in need. As countywide solutions are expanded and enhanced, there is an opportunity for cities to partner with and leverage these County investments to deepen their impact locally.*

*Through Priority Area 2, we invite any interested city or group of cities to expand service systems to help those experiencing and at-risk of homelessness by committing a local resource to be matched through County resources.*

*A total of up to \$3 million will be available to support projects in this category through this RFP.*

<b>Eligible Applicants:</b>	2017 City Planning Grant Recipients
<b>Funding Source(s):</b>	County Measure H Funds
<b>Total Available:</b>	Up to \$3 million
<b>Funding Caps/Levels:</b>	<ul style="list-style-type: none"> <li>Individual Cities - \$300,000 – A maximum of 10% of total Measure H funds in this category will be awarded to an individual city.</li> <li>Multi-Jurisdictional Proposals – No cap</li> <li>Match Requirement - Newly committed city financial or in-kind resources are eligible for a match of 2 (County) to 1 (City) up to \$100,000 (i.e., \$100,000 for \$50,000 of city commitment). Additionally, any city resources committed above \$50,000 are eligible for a 1 (County) to 1 (City) match. Up to \$300,000 may be requested by a single city.</li> </ul>
<b>Award Conditions:</b>	<ul style="list-style-type: none"> <li>If not already, become an Opt In City for the 2019 &amp; 2020 Homeless Counts (must be met prior to contract execution).</li> <li>Coordinate with Council of Government, which is receiving multi-year support for regional service coordination.</li> <li>Coordinate with regional Coordinated Entry System Lead providers.</li> <li>Other funding specific requirements, as needed.</li> </ul>

Examples of city financial and in-kind resources eligible for match funding include, but are not limited to, general operating, housing successor agency funds, non-federally subsidized housing resources, city-controlled land/property, and staffing/services.

*The chart below outlines examples of eligible funding uses and activities. An example list of deliverables for the funding uses below is available for download at [www.homeforgoodla.org/grantseekers](http://www.homeforgoodla.org/grantseekers).*

Example of Eligible Funding Use	Example of Eligible City Activities
Prevention/Diversion Fund for housing insecure City residents  Technical Assistance/ Consulting  City Homelessness Liaison	**Commit partial/full-time City staff to provide homeless and housing insecure residents prevention and diversion services.
Landlord outreach & incentives (e.g., marketing materials); Technical Assistance**	**Partner with HACoLA or PATH (People Assisting the Homeless) to expand number of local landlords renting to homeless clients through landlord outreach, incentives and reduction of barriers (e.g., eliminate business license requirements/fees).

Example of Eligible Funding Use	Example of Eligible City Activities
<p>Start Up (e.g., marketing, coordination, equipment)</p> <p>Space conversion and furnishing</p> <p>Technical Assistance/ Consulting</p>	<p>Make city-owned space available for coordinated entry system providers to coordinate and/or co-locate services such as Access Centers, shower facilities, etc.</p> <p>Provide city-owned/identified space and City Department support for homelessness events (e.g., community-led Document Days, Criminal Record Clearing clinic, etc.)</p> <p>Establish Safe Parking or Safe Storage Program on city-owned parking lots or support local faith/business/community organizations in hosting safe parking programs.</p>
<p>Qualified trainer</p> <p>Training materials/costs</p>	<p>**Targeted, skills-based training (e.g., First Responders Training, Mental Health First Aid, Diversion) for frontline city departments such as Law Enforcement, City Attorney, Parks and Libraries to divert and connect homeless city residents.</p>
<p>Hiring incentives and costs for organizations/businesses</p> <p>Client employment support (e.g., uniform, ID fees, transportation, etc.)</p> <p>HR technical assistance/training</p>	<p>Hire homeless/formerly homeless city residents for vacant city positions where appropriate. Incentivize local businesses to hire homeless/formerly homeless staff, or establish local preference for homeless-hiring Social Enterprise agencies.</p>

***Cities are welcome to apply for other types of projects, not listed above, that fit the goal of this priority area and complement County homelessness strategies and investments. A sample list of additional city-identified areas of support that are eligible for County funds are available for reference in the Board Attachment II posted on the Grantseekers webpage.***

## PRIORITY AREA 2: APPLICATION

**REQUEST NARRATIVE** - Please provide a response to the following questions within the listed character counts. Responses should be brief and specific.

### Implementation Project (1000 character maximum per bullet)

- *Project Description* - Please describe the eligible activity and use of funds requested through this submission. How does this project fit within your broader city plan to prevent and combat homelessness? Why was this project prioritized for this request over others that may be or is part of your Homelessness Plan?
- *Request* – How will the funds requested be utilized by the city to accomplish the project goals? [See eligible use list on page 6-7] Please be explicit on the use of funds including any specific products that will be purchased, consultants that may be employed, or specific city staff that may be funded.
- *Readiness* – What has your city done to date that has prepared you to take on this project? What potential barriers do you anticipate in implementing this project? How will the city avoid or address these barriers? Please be specific and use examples wherever possible. [Included documentation will be considered as part of readiness review]

### Match Requirement (1000 character maximum per bullet) – Priority Area 2 requires a city commitment of financial or in-kind resources [See list of sample resources on page 6]

- *Resources for Match* – Which eligible city financial or in-kind resources are you proposing be matched through this proposal? How will the resource be secured and committed for this project if it is not already? Are these one-time, multi-year or sustainable resources?
- *Match Eligibility* – Match funding is only available on newly committed financial or in-kind resources, which includes increases in commitment of current resources for homelessness or newly identified resources. Outline commitments across last two fiscal years on your budget template and use this space to provide any additional detail.
- *Leverage* – What additional city assets beyond those directly committed will be leveraged through this project (e.g., staff time, housing vouchers, etc.)? Please be specific on the types of resources and their estimated value.

### Work Plan (1000 character maximum per bullet) – Please complete the provided Work Plan template and answer the questions below.

- *Project Goals* – Please provide a description of each of the goals listed in your Work Plan. If your project is successful, what will be the ultimate change in your community?
- *Timeline* – What do you hope to accomplish in 18 months? List key interim goals and milestones that will showcase progress within the project period.
- *Long-Term Outcome/Vision* -- Though the grant period lasts 18 months, some implementation projects may take more to fully implement. How long will it take to accomplish the long-term outcome of the project (e.g., lease up housing development)?
- *City Implementation Team* - Who within the city will be the lead(s) on this implementation project? Briefly describe their current city role and what role they will play in the implementation of this project. What key City departments will be a part of the project?
- *Consulting Implementation Team* – Please provide any details on any consultant/vendor selected or planned to support implementation. How were they selected? [Note: Any planned consultant should apply for the County Request for Qualifications related to this RFP to be approved for use on this project]
- *Partnerships* - What organizations/individuals will be engaged in the implementation process outside of the city? Within this list, who is currently engaged and who still needs to be engaged?

### **REQUIRED ATTACHMENTS**

- Application Cover Page (1 required per city across all applications) – *Template Provided*
- Project Budget - *Template Provided*
- Project Work Plan - *Template Provided*
- Letter(s) of support from non-city partners engaged in the project (e.g., Coordinated Entry System lead) (1 required per city across all applications)
- Letter of coordination from city's respective Council of Government (1 required per city across all applications)
- OPTIONAL: Additional documentation showcasing work to date/readiness (e.g., city report, etc.).