

2018 CITIES HOMELESSNESS PLAN IMPLEMENTATION RFP

Frequently Asked Questions

Updated as of 10.10.18

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***Please note**, this funding opportunity is a one-time, short-term funding opportunity for cities in the County of L.A. to start up, catalyze and amplify housing development and services for those experiencing and at-risk of homelessness. This funding is not intended to scale or sustain programs in your community, but to provide a one-time infusion of new dollars into local communities. The most competitive projects will showcase standing up or expansion of housing and services that the city plans to sustain through other local, state, or federal funding sources, in partnership with other project partners such as nonprofit housing developers and homeless service providers. No funding requested or awarded through this funding opportunity is available to offset or supplant funding, staffing or other commitments already made by the City to the work to end homelessness in L.A. County.*

ELIGIBILITY & APPLICATION

1) Where can I get information on the submission requirements and process?

Information is available on the Grantseekers page of the Home For Good website (www.homeforgoodla.org/grantseekers).

2) What types of projects will you be funding?

All projects must fit within one of two overall goal areas: 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.

3) Our city was not a 2017 City Planning Grant recipient, are we still eligible to apply?

Yes, cities that were not funded to create city homelessness plans through the 2017 City Planning RFP, are still eligible to apply for private funding under Priority Area 1.

4) We are a Neighborhood Council, Business Improvement District, or other locally affiliated group within a City. Are we eligible to apply on behalf of our City?

No, this opportunity is only open for direct applications from cities within the County of Los Angeles.

5) Will joint proposals be accepted?

Yes. Cities may apply collaboratively for any eligible project. Please see the list of eligible uses under both goal areas with asterisks (**) in the charts on the following pages may be most appropriate for collaborative proposals.

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6) Will you be giving any extensions for the application process?

No. The deadline is part of a much larger process, which includes submissions, reviews, selection, contracting, etc. and takes into consideration many different calendars. The timeframe for submissions will not be extended for any reason.

7) How can I ask questions about the process of my specific proposal?

A series of optional in-person and virtual information sessions will be held 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. A list of dates and times are available on the Home For Good Grantseekers page (www.homeforgoodla.org/grantseekers).

Below added to section as of 09.24.18

8) Is there a requirement to declare a shelter crisis for this RFP?

No. The funding being offered to cities through the current RFP is not State funding, only local Measure H dollars approved by the Board of Supervisors and private funding. Requirement for a shelter crisis declaration is connected to the State HEAP funding (see below question). State HEAP funding approved for cities will be administered at a later time through the LA Homeless Services Authority.

9) Does this RFP include State Homeless Emergency Aid Program (HEAP)?

No. Funds from the state under HEAP, including those mentioned in the Board Motion, are being distributed through a competitive process conducted by LA Homeless Services Authority. LAHSA will release information about the opportunity to all cities once available. In the meantime, please note that any city interested in applying for funds directly or that might have a capital construction project resulting from State HEAP will be required to declare a state of shelter crisis by November 15. Instructions and templates have been provided by LAHSA to all of city leadership to support this process.

Below added to section as of 09.25.18

10) Can you further explain what it means to be “newly committed financial or in-kind resources” to qualify for the match funding under Priority Area 2?

In Priority Area 2 only, a local city match is required. This match should be newly identified financial or in-kind resources that are under city control or are city collected.

- *Newly identified* means that funds are newly added to our system which includes brand new resources or resources newly committed to homelessness.
- *Financial or In-Kind Resources* are any newly committed resources dedicated to the project that you are outlining in your request. This may include, but is not limited to, general operating, housing successor agency funds, non-federally subsidized housing resources, city-controlled land/property, and staffing/services related to the project.

11) If I were to want to go for the full ask of \$300,000 in Priority Area 2, how much in new financial or in-kind resources would I need to identify?

A city would need to commit \$250,000 in new financial or in-kind resources related to the project to take advantage of the full \$300,000 County match. That is because up to \$50,000 of city commitment will be matched 2(County):1(City) and everything above that will be matched 1:1 until the cap of \$300,000 of County funds are reached. Which means, that your total project budget would be at least \$550,000.

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12) Are we able to utilize non-city resources to secure the match requirement under Priority Area 2?

New Financial or In-kind resources that are dedicated locally to the project that the city controls or is coordinating are eligible for the match. This could include contributions to the project (financial or in-kind) from other local groups contributing to the project, but their contributions would need to be relevant to the project and controlled or coordinated by the City. We encourage cities to look to their faith, business and nonprofit organizations in their area as partners in the project and to be creative about these partnerships. For example, your city could partner with a neighborhood council, business improvement district, or a local congregation to fundraise with the incentive that the city/County will match every dollar towards this project in their community. Also it is important to note that the most competitive proposals, will include city resources, not just those collected from other community organizations.

Below added to section as of 10.10.18

13) For Priority Area 2, should the letter of support come from the Coordinated Entry System Lead in my region? If I have multiple leads (Family, Youth, Individuals) in my region, should all provide a letter?

The letter required under Priority Area 2 is a listed as a "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)" on the RFP. It is not required that the letter come from one or all of the CES Lead agencies in a region, but any and all non-city partners that would be the best fit for the project. That being said, the CES Lead agencies in a region play a vital role in service delivery and in most cases their participation or partnership would strengthen a proposal, showcasing connectedness to the larger system and services already in place in a city.

14) Do the character limits include spaces?

No, character counts do not traditionally include spaces, but they do include all symbols and punctuation.

15) My city has many other budget priorities and a growing demand on our resources, how can I get the match?

Every dollar collected can be considered for the match, there is no minimum. We also encourage cities to look creatively at what assets they have within their city that they may not be using for homelessness now, what in-kind types of assets the city may be able to contribute and what community resources may be collected. To this last point, engage your city residents, faith groups, business leaders and other community groups in contributing, with the commitment that if funded their dollars will be match.

FUNDING USES & CONDITIONS

1) What types of things should I apply to use funding for?

A list of sample uses of funds is provided in the RFP under each priority area. Cities are also welcome to apply for other types of projects, not listed, that fit the goal of this priority area and complement County homelessness strategies and investments.

2) If I am applying for technical assistance, will I be selecting and contracting my own consultant? If so, do I need to follow a procurement process?

In some cases cities may contract directly with a selected consultant. 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

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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.

For those directly contracted with the city, they must be selected through the city's competitive procurement process or justified sole source.

3) Can I use funding to support a staff member?

For projects where hiring of or support for current staff to provide project management and project leadership make sense for the success of the project, cities are welcome to apply for staff support.

Below added to section as of 09.24.18

4) Which SB2 are you referring to in Priority Area 1?

SB 2 (Cedillo) 2007 removes zoning barriers to the development of shelters, and transitional and supportive housing. As part of Strategy F1 of the Homeless Initiative Promote Regional SB 2 Compliance and Implementation, Public Counsel, in consultation with Corporation for Supportive Housing and the Los Angeles County Department of Regional Planning, created a report on SB 2 compliance and best practices. Click here to access the study: http://planning.lacounty.gov/assets/upl/project/housing_SB2_best-practices.pdf. This is not to be confused with SB 2 (Atkins) 2017, the Building Homes and Jobs Act.

5) Are capital improvement projects allowable?

Under Priority Area 1, County funds may be utilized for capital projects that add interim beds or permanent housing options to the community. This does not include capital enhancements to current interim/permanent facilities.

6) What are some of the most impactful ordinances for cities to explore adopting?

Though every city may be different, adoption of a Motel Ordinance and Permanent Supportive Housing Ordinance is an option for any city to explore that would fit the goal and purpose of this funding.

7) If another organization/department has already Opted In for the Homeless Count on behalf of our community, does that meet the requirements of the funding condition?

Yes. For cities where another city department, such as law enforcement, or another local organization has already agreed to Opt In for the Homeless Count that satisfies the requirement for this funding request. The Opt In requirement is primarily for cities where no entity has/will opted in. That being said, we encourage cities to take an active role in the Homeless Count regardless of whether they are the lead for their community count or not. This may mean running a deployment site at a city facility and encouraging residents and City staff to sign up to volunteer for the street count in late January.

8) If I was not funded in 2017 to support creation of a homelessness plan, can I use this funding opportunity to conduct a planning process in my city?

No. As funded planning opportunities become available cities will be notified, but at this time there are no approved County funds for additional city homelessness plans. This is an implementation RFP for any city ready to take a step forward in increasing housing and services in their community. You are not required to have a plan to apply.

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Below added to section as of 10.10.18

- 9) **For a Safe Parking program, can we apply for a portion of the funds to pay for city law enforcement to provide security at the site?**

Security is an allowable expense for a safe parking proposal, but should not be provided by local law enforcement. Safe parking programs should look at private security as most appropriate and economical for this type of program.

- 10) **For a Safe Parking program, can we apply for a portion of the funds to pay for city law enforcement to provide security at the site?**

Security is an allowable expense for a safe parking proposal, but should not be provided by local law enforcement

COLLABORATIVE PROPOSALS

- 1) **If I am a city that was not funded to create a homeless plan but I want to partner with a city that was, would our multi-jurisdictional application be eligible for the County funds across both Priority Areas?**

Yes, cities that were not funded for homelessness plans can partner with those that were on multi-jurisdictional proposals. If selected for an award from the County funds, the city that had been funded to create a plan would be the one directly contracted with by the County.

Below added to section as of 09.24.18

- 2) **What is meant by a collaborative or multi-jurisdictional proposal?**

Cities interested in partnering with other cities on a shared project may submit one application under each Priority Area represented their shared project. The project represented in the request must be a shared project or set of interconnected projects where all cities involved are working collaboratively. No requests will be considered that are a series of distinct projects submitted together. Multi-jurisdictional proposals do not have a funding cap.

- 3) **My city was not funded to create a homelessness plan, can I partner with a city that did?**

Yes, cities that were not funded to create a homelessness plan are able to partner with other cities that did. Collaborative proposals with at least one city funded to produce a homelessness plan will be eligible for County funds under either Priority Area.

- 4) **Can I partner with cities that are not connected/contiguous? Can I partner with organizations in my community instead of another city on a collaborative proposal?**

The Multi-Jurisdictional proposal option is for cities to partner with other cities. Though you are not able to partner with a nonprofit, for-profit, or other type of organization to qualify for the multi-jurisdictional proposal, we encourage you to look to build these partnerships for any project you submit as an individual city or collaborative city proposal.

- 5) **One of the partners we are looking at including into our collaborative project is an unincorporated community? Can they participate in the request even though they are not a city?**

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This will be considered on a case by case basis. Please contact your city's Homeless Initiative team representative to discuss your project prior to submission.

Below added to section as of 09.25.18

- 6) If I am partnering with an organization to start a Safe Parking program would the City apply for funding through the City RFP or should the nonprofit partner apply for funding through LAHSA?**

LAHSA recently released Request for Information to gather information from organizations interested in running a safe parking program so that a funding opportunity can be created. Funding through LAHSA is an excellent resource for community-based organizations to access ongoing service dollars to support homeless programs such as what you might provide onsite for a Safe Parking program. That being said, there may be complimentary costs that the City could look to support thorough the 2018 Cities Implementation RFP to support the success of that project. For example, a city identifies a city-owned parking lot at one of their facilities that can be used for Safe Parking. The City decides to apply for a City grant for start up/infrastructure costs to stand up the program or other complementary costs, while the nonprofit partner applies for the future LAHSA Safe Parking RFP to support operations and services.

- 7) Can a city be a partner on multiple collaborative proposals?**

Yes, a city can be a partner with different cities on a different project under the same Priority Area(s), meaning one city may be represented in multiple multi-jurisdictional proposals. That being said, we encourage cities to be thoughtful about the types of projects they submit ensuring they are distinct projects and that the City is prepared to execute all projects within the grant term if awarded.

Below added to section as of 10.10.18

- 8) If City Managers are unavailable to sign the same Applicant Cover letter due to travel or other circumstances, can we submit separately signed ones.?**

Yes, you can do that if there are circumstances that do not allow for signature in person or collectively. Please still note on the letter all the cities engaged so we know that the City Manager is aware of the project partners.

REVIEW & SELECTION

- 1) How will applications be reviewed?**

A group of volunteer reviewers from the Funders Collaborative will be assigned proposals for review. They will read and score all assigned proposals before a deliberation meeting where all proposals will be discussed and consensus will be reached on award recommendations. These award recommendations will be reviewed by both the LA County CEO's office and the Home for Good Funders Collaborative for final decision-making.

- 2) My city has not Opted In for the Homeless Count before, but I know that is a condition of the grant. How do I become an Opt In City for the 2019 and 2020 Homeless Counts?**

Opting in as a city to ensure a complete count and local demographic information on homelessness provides vital information for your city to plan for housing and service solutions for your homeless residents. There are 4 ways a city can opt-in for the 2019 and 2020 Homeless Counts:

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1. Offering a deployment site for volunteers to gather
2. Providing a deployment site coordinator to coordinate and manage volunteer teams
3. Recruiting the sufficient amount of volunteers needed for their area
4. Providing light fare for volunteers on the night of their street count

Cities can commit to as many of the above opt-in options as they can. Most deployment sites are set by October and other commitments are secured by December before the count at the end of January. We encourage cities to reach out early to the LAHSA Community Engagement Coordinator in your area:

SPA 1 (Antelope Valley) - Tim Kirkconnell, tkirkconnell@lahsa.org

SPA 2 (San Fernando Valley) - Silvana Caruana scaruana@lahsa.org

SPA 3 (San Gabriel Valley) - Daniella Alcedo, dalcedo@lahsa.org

SPA 4 (Metro LA) - Phyllis Lozano, plozano@lahsa.org

SPA 5 (West LA) - Raul Lopez, rlopez@lahsa.org

SPA 6 (South LA) - Brittney Daniel, bdaniel@lahsa.org

SPA 7 (East & Southeast LA) - Julie Jimenez, jjimenez@lahsa.org

SPA 8 (South Bay) - Saira Cooper, scooper@lahsa.org

3) When will we find out which cities are selected for funding?

We anticipate that all cities will be notified of proposal review results by mid-December.

Below added to section as of 10.10.18

4) Will there be any consideration for Homeless Count? Or regional distribution?

Though need and geographic considerations may be incorporated, proposals will primarily be reviewed based on readiness and potential impact of the project towards the goal. As this is an implementation RFP and a competitive process, funding will not be distributed evenly or divided evenly across applicant cities.

CONTRACT & PROJECT TERM

1) If I am funded, how will contracting work?

All awarded cities will be contacted with next steps for contracting by whichever funder, the County Homeless Initiative or 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).

2) Will there be ongoing support for our project?

The United Way and the County Homeless Initiative teams are committed to the success of cities' projects. Depending on your project you may be working closely with the County Homeless Initiative, LA Homeless Services Authority, other County Departments, or the United Way Everyone In team to serve as a thought and execution partner.



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- 3) **How will it work once we have the contract in terms of payment coordination with other cities if we are in a multi-jurisdictional project?**

One city may be the lead contractor which will then manage payment coordination to other cities that are benefiting from the awarded funds. We encourage cities to be explicit in their conversations and presented proposal, including the budget, on the flow of funding between cities to avoid any confusion after contracting.