BRINGING FAMILIES HOME (BFH)
REQUEST FOR PROPOSALS
RENTAL ASSISTANCE AND SUPPORTIVE SERVICES
PROPOSERS’ CONFERENCE

Presented by:
Community Development Commission of the County of Los Angeles

October 23, 2017
PRESENTATION OVERVIEW

Background and Key Concepts in RFP

- RFP Timeline
- Eligible Populations
- Funding Structure & Limits
- Client Referral Process
- Eligible Applicants
- Threshold Requirements
- Eligible Use of Funds
- How to Apply
**BRINGING FAMILIES HOME**

- **Funding Background**
  - On May 9, 2017 LA County DCFS received an allocation of $2,580,300 from the State of California DPSS.
  - Funds are expected to provide the Housing First model to families involved with the DCFS through the rapid re-housing of DCFS *Family Maintenance* (FM) families and children in the child welfare system (CWS).
  - Priority will be given to families that are literally homeless.
  - On October 10, 2017 the CDC received approval from the Board to administer the BFH program.
BRINGING FAMILIES HOME

Key concepts in RFP

- Up to $2.3 million for rental assistance and supportive services to families that are homeless, at-risk of homelessness, or inappropriately housed in the Family Maintenance (FM) Program and served by the Child Welfare Services.

- Service delivery models in support of existing Coordinated Entry System for Families (CES) (aka Homeless Family Solutions System)

- Funding structure based on 2017 Homeless Counts
RFP TIMELINE

- **October 24, 2017** – Last day to email questions to: BFH-RFP@lacdc.org
- **October 26, 2017** – RFP Addendum issued
- **November 13, 2017** – Applications due by 4:00 p.m.
  
  700 W. Main St. Alhambra, CA 91801
- **December 4, 2017** – Issue Declination Letters
- **December 11, 2017** – Last day to appeal
- **December 13, 2017** – Issue Pre-Award Letters to selected Agencies
- **January 2018** – Accounting System and Capacity Reviews
- **January 1, 2018** – Anticipated contract start date
ELIGIBLE POPULATION

A family must meet the following criteria:

(1) Child(ren) must currently be court ordered home of parent (HOP) and receiving FM Services.

(2) The family must be homeless or facing housing instability;

(3) The family must be eligible for rapid re-housing; and

(4) The family must have an annual income at or below 50% of the area median income.
One contract will be awarded per SPA

Applicants may apply for more than one SPA
  - Separate application for each SPA
    (a separate Acknowledgement of Mandatory Proposers Conference Attendance Form for each application is needed)

Funding Structure and Limits
  - All funds are expected to be fully expended by June 30, 2019. Funds may be recaptured and reallocated, based on need, to other agencies that have been awarded contracts under this RFP.
FUNDING STRUCTURE

Funding Structure and Limits (cont.)

- Future funds may be allocated if savings is demonstrated and additional funds are available.

- SPA allocation based on 2017 Homeless Counts

- No more than 30% of the funding per SPA may be requested for Supportive Services

- 10% maximum for administration
<table>
<thead>
<tr>
<th>SPA</th>
<th>2017 Homeless Counts % per SPA</th>
<th>Funding Distribution</th>
<th>Expected # of Families to be Assisted</th>
<th>Rental Assistance (60%)</th>
<th>Supportive Services (30%)</th>
<th>Admin. Maximum (10%)</th>
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<tbody>
<tr>
<td>1</td>
<td>9.39%</td>
<td>$220,559</td>
<td>18</td>
<td>$132,336</td>
<td>$66,168</td>
<td>$22,055</td>
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<tr>
<td>2</td>
<td>14.16%</td>
<td>$332,601</td>
<td>28</td>
<td>$199,561</td>
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<tr>
<td>3</td>
<td>8.99%</td>
<td>$211,164</td>
<td>17</td>
<td>$126,698</td>
<td>$63,349</td>
<td>$21,116</td>
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<tr>
<td>4</td>
<td>18.08%</td>
<td>$424,677</td>
<td>34</td>
<td>$254,806</td>
<td>$127,403</td>
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<tr>
<td>5</td>
<td>7.48%</td>
<td>$175,696</td>
<td>14</td>
<td>$105,418</td>
<td>$52,709</td>
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<tr>
<td>6</td>
<td>20.16%</td>
<td>$473,533</td>
<td>38</td>
<td>$284,120</td>
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<tr>
<td>7</td>
<td>10.51%</td>
<td>$246,867</td>
<td>20</td>
<td>$148,120</td>
<td>$74,060</td>
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<tr>
<td>8</td>
<td>11.23%</td>
<td>$263,779</td>
<td>21</td>
<td>$158,267</td>
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<tr>
<td>Total</td>
<td>100%</td>
<td>$2,348,876</td>
<td>190</td>
<td>$1,409,326</td>
<td>$704,663</td>
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CLIENT REFERRAL PROCESS

Clients who meet eligibility criteria are referred to the BFH Program as follows:

✓ DCFS Case Worker
  ▪ Identifies eligible clients and makes recommendations

✓ 211 Court Staff
  ▪ Conducts a preliminary client assessment

✓ CES Leads / LAHSA
  ▪ DCFS families that have applied for housing through the CES are referred to DCFS for verification of participation in the FM Program and will be provided a warm hand-off to a contracted housing agency.
ELIGIBLE APPLICANTS

- Nonprofit and public entities in good standing
- Minimum two years experience providing services in support of homeless prevention and rapid-rehousing programs to eligible families
- Adequate financial and organizational capacity
- Project must be operational by January 1, 2018
THRESHOLD REQUIREMENTS

- CA Certificate of Good Standing (no more than six (6) months old)
- Audited financial statements for last two (2) years
- Financial Checklist (Appendix 2)
- Current Year Operating Budget
- IRS Form 990 (Return of Organization Exempt From Income Tax)

Applications without all of above documents will be disqualified
ELIGIBLE USE OF FUNDS

Funds must be used for implementation of service delivery models in support of existing CES.

Rental Assistance:

- Rental application fees
- Security deposits — up to two (2) months
- Monthly rental assistance — average 2 months as necessary (not allowable when receiving Section 8 voucher)

Applicant must utilize the Los Angeles County Housing Resource Center or another method approved by the CDC to determine rent reasonableness.
Rental Assistance: (cont.)

- Landlord holding fee
- Furnishings
- Moving costs
- Utility deposits
- Utility Payments — including up to 6 months of arrearages
- Motel/hotel vouchers (30 days maximum)
ELIGIBLE USE OF FUNDS

Supportive Services:

• Case Management

Assessing, arranging, coordinating, and monitoring the delivery of individualized services to facilitate housing stability for families that are at imminent risk of homelessness or to assist homeless families in overcoming immediate barriers to obtaining housing.

Administration:

• Up to 10% of grant
HOW TO APPLY

- **Complete Appendix 1**: Application and Appendix 2 – Financial Checklist

- Include original *Acknowledgement of Mandatory Proposers’ Conference Attendance form*

- Submit one (1) original hard copy and two (2) flash drives in **Excel format** with application

- Include each item noted on the Application Checklist

- **Deadline**: November 13, 2017 no later than 4:00 p.m.
HOW TO APPLY

Addressed to:

Community Development Commission of the County of Los Angeles

700 W. Main St. Alhambra, CA 91801
Attention: Linda Jenkins, Manager, Grants Management Unit

BFH Rental Assistance and Supportive Services

[ Name of Applicant ]
**SCORING CRITERIA**

**Minimum Score Required: 75%**

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<tr>
<th>Proposal Section</th>
<th>Maximum Points</th>
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<td>Project and Facility Readiness</td>
<td>15</td>
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<tr>
<td>Program Design</td>
<td>30</td>
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<tr>
<td>Experience and Capacity</td>
<td>35</td>
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<td>Project Budget</td>
<td>20</td>
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<tr>
<td><strong>Total Points</strong></td>
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