

GEORGIA TANF & HOMESTRETCH RAPID RE-HOUSING REQUEST FOR PROPOSALS

Partners for HOME

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Atlanta, Georgia

30312

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1. **PURPOSE**

Partners for HOME is seeking proposals for a Rapid Re-Housing (RRH) program that serves families who are currently homeless that are eligible or currently receive Temporary Assistance for Needy Families (TANF) in Atlanta, Georgia for 2018 (January 1 – September 30, 2018).

Rapid re-housing (RRH) is an intervention designed to help individuals and families quickly exit homelessness, return to permanent housing in the community, and not become homeless again immediately after exiting services or in the near term. This RFP is looking for qualified candidates that can provide efficient and effective services through RRH through five main components. Applicants can apply to one, many, or all components of this RFP.

2. **PROGRAM PARTICIPANT ELIGIBILITY**

The program outlined in this RFP will serve families referred through Atlanta's Coordinated Entry System who meet TANF eligibility criteria' including but not limited to:

- Income no greater than 200% of the 2017 Federal Poverty Level
- Meet citizenship criteria
- Contain a dependent child under the age of 18
- Be a resident in the state of Georgia
- Currently experiencing homelessness

Families involved with the child welfare system or TANF eligible families experiencing homelessness are prioritized through this initiative. Families must also meet HUD's eligibility requirements for homeless - Category I and Category IV as outlined in the [HEARTH Act and set out below](#). All eligible families will be placed in RRH for this program through the Coordinated Entry System (CES) and must adhere to the most up to date version of the [Atlanta Homeless Continuum of Care Policies and Procedures Manual for Coordinated Entry](#), paying special attention to populations prioritized for Rapid Re-housing (Addendum, pgs. 11-12).

Category I: Literally Homeless

Consumers qualify as Category I if they are:

- Sleeping in a place not designed for or used as a regular sleeping accommodation, including the street, a car, park, abandoned building, bus or train station, airport, camping ground etc.

- Living in a shelter designed to provide temporary living arrangements (including emergency shelter, congregate shelters, transitional housing, hotels and motels paid for by charitable organizations or by government programs)
- Exiting an institution where they resided for ≤ 90 days, and were residing in an emergency shelter or place not meant for human habitation immediately prior to entering the institution

Category IV: Fleeing/Attempting to Flee Domestic Violence

Consumers qualify as Category IV if they meet the following requirements:

- They are fleeing, or attempting to flee domestic violence
- No subsequent residence has been identified
- They have no resources or support networks to obtain permanent housing

3. PROGRAM SPECIFICATIONS

Rapid Re-Housing Program Standards

The RHH TANF Program will adhere to the [Atlanta Homeless Continuum-of-Care \(CoC\) Rapid Re-Housing Written Standards](#). Applicants must review and develop the RRH TANF Program at their organization in a way that aligns with this RFP and the RRH standards. Where the TANF RRH Program RFP requirements contained herein and the Atlanta CoC RRH written standards do not align, applicants should adhere to the TANF RRH Program RFP requirements.

Underlying the Rapid Re-Housing Program Standards is an understanding that rapid re-housing is fundamentally a Housing First intervention that prioritizes those in the community who are the most vulnerable, and provides support through progressive engagement. RRH has core interventions, and participant placements will derive from the COC's coordinated entry system and in adherence with the most up to date version of [Atlanta's CoC Written Standards of Care](#).

Rapid Re-Housing TANF Program Core Interventions

This initiative is designed to help households quickly exit homelessness and obtain permanent housing. The core interventions for this program are:

1. Housing Acquisition
2. Housing Navigation

3. Financial Administration
4. Employment and income opportunities
5. RRH case management services and support

Applicants can apply to one or many facets of this intervention, however, if an applicant only applies for one core interventions, Collaboration between organizations is greatly encouraged.

Options for Responses

1. Applicant can apply to all five core intervention
2. Applicant can apply to one or several core interventions independently
3. Applicant can collaborate and partner with other agencies to apply together for multiple interventions

All functions will interact and be guided through Atlanta's coordinated entry system (CES) and utilize all coordinated entry functions such as a universal assessment and the Coordinated Access Point (CAP).

Core Descriptions

The following describes program specifications the successful applicants will meet and adhere to throughout the term of the funding award.

1. Housing Acquisition
 - Recruit landlords to provide housing opportunities for individuals experiencing homelessness.
 - Finding safe and appropriate housing units for RRH participants through housing search activities (i.e. conducting online searches for rental units, canvassing neighborhoods to identify housing units for the program, attending landlord community meetings, etc.).
 - Assess and address potential barriers to landlord participation such as concerns about short term nature of rental assistance and tenant qualifications. Educate property managers on the benefits of RRH, and negotiate more flexible evaluations of tenant applications to lower barriers to leasing.
 - Maintain mutually beneficial relationship with landlords.
 - Maintain a pool of housing units for participants accessing housing assistance programs.

- Communicate effectively with service providers and collaborate on landlord recruitment initiatives. Ensure the continuation of landlord engagement and foster a positive relationship.
- Work closely with Housing Navigator to match households to the most appropriate unit as quickly as possible.
- Inspect all housing and ensure that it meets HUD [Housing Quality Standards](#)
- Ensure that housing units adhere to [Fair Market Rent](#)

2. Housing Navigation

- Assist participants to find and secure appropriate rental housing- including obtaining a tenant screening report, necessary identification, income and other documentation, completing rental applications, reviewing leases with participants, etc.
- Assess participant's barriers to housing and assist in removing barriers. Help participants address issues that may impede access to housing (such as credit history, arrears, and legal issues).
- Walk participants through the development of an Individualized Case Management Plan that includes housing search and placement goals with case managers and employment navigators.
- Help participants identify and select among various permanent housing options based on their unique needs, preferences, and financial resources.
- Help participants negotiate manageable and appropriate lease agreements with landlords to encourage permanency in the unit.
- Coordinate with entire RRH team.

3. Financial Administration

- Administer financial assistance in a progressive manner to cover allowable move-in costs, deposits, and the rental and/or utility assistance necessary to allow participants to move immediately out of homelessness and to stabilize in permanent housing.
- Disburse rent to landlords and track and manage finances.
- Administer effective eviction prevention through financial means as necessary.
- Track cost per participant and other financial data for all participants in RRH.

- Establish and implement progressive engagement approach for participants through individualized financial packets in collaboration with case managers.
- Ensure TANF funded activities do not exceed four months per family. The maximum amount of TANF funding per family should not exceed \$4,800.
- Provides an average \$9600 per family of progressive assistance, including TANF and private dollars with the understanding that some families will need more or less assistance than others.

4. Employment Navigator and Income Opportunities

- Applicant must demonstrate how it will leverage and partner with existing employment and SOAR providers
- Collaborate directly with Atlanta CoC to build capacity and create system-level coordination around connection to employment and training. The applicant will need to demonstrate a firm commitment to building that partnership and structure to quickly connect people to employment and resources effectively.
- Assess and work to remove barriers to employment with participants.
- Coordinate an employment and income plan that can provide vocational rehabilitation services as needed.
- Build partnerships with existing workforce and supported employment programs; recruiting employers; assessing employment and income needs, and supporting participants to access appropriate employment programs or employment opportunities.
- Partner with community providers of job readiness and interview skills training to ensure participant has all skills needed to obtain and keep employment.
- Provide job leads and connect participants to employment through various community partnerships with work force agencies and employers.
- Assist participant with navigating benefit programs and eligibility; assist with adherence and needs of participants pertaining to benefit programs.
- Assist participant with childcare as needed to ensure sustainability of employment and wellbeing of children in the home.
- Provide or refer to a community partner that can provide a computer lab with internet, professional clothing closet, and transportation for employment and employment opportunities.
- Ensure that the participant has access to resources that are related to benefits, employment, and community-based services so that they can sustain rent payments independently when rental assistance ends.

- Coordinate with entire RRH team (i.e. case managers, Housing Navigators) as appropriate / needed

5. Rapid Re-housing Case Management and Services

- Continue to update case management plan, once the participant is housed, to include housing stabilization, retention goals, and employment goals.
- Create housing plans that focus on how program participants can maintain a lease and address barriers to housing retention, including maximizing their ability to pay rent; improving understanding of landlord/tenant rights and responsibilities; and addressing other issues that have, in the past, resulted in housing crisis or housing loss.
- Insure housing and case plans account for participant preferences/choices, and include goals created with and agreed to by the participant.
- Work as a point person and coordinator for participants by working collaboratively with RRH team, landlords, and all core interventions.
- Make appropriate services and supports available to participants to allow them to stabilize quickly in permanent housing. Develop, secure, and coordinate all needed services including providing information about and referrals to other programs.
- Monitor participants' housing stability and be available to resolve crises, at a minimum, during the time rapid re-housing assistance is provided. Monitor and evaluate program participant's progress.
- Provide or assist participants with connections to resources that help them improve their safety and well-being and achieve their long-term goals. This includes providing coordination with all other components of the program (employment and housing navigators, financial assistance, benefits navigation, etc.) as well as community resources and federal, state, and local benefits.
- Ensure that services provided are participant -directed, respectful of participants' right to self-determination, and voluntary.
- Offer basic tenancy skills learning opportunities which can include instruction or guidance on basic landlord-tenant rights and responsibilities, requirements and prohibitions of a lease, and meeting expectations for care of the housing unit, such as not causing damage
- Case management staff must actively work to engage participants in problem-solving and goal achievement, including use of evidence- based practices, such as Motivational Interviewing, Housing First, Harm reduction, and Trauma-Informed care

4. **PROGRAM DESIGN**

This program will allow us to expand and scale Rapid Re-Housing in the community and build out our infrastructure at a system-level. It is critical that the applicant demonstrates how they will operate within Coordinated Entry (CES) and assist in building system capacity around RRH through the use of the CES using the following interventions:

Housing First

The RRH TANF program will follow a Housing First model including, but not limited to the following:

- Provide core services which include, but are not limited to: comprehensive case management, educational and employment opportunities for adult participants, community referrals, life skill modules, and housing options to end the cycle of homelessness.
- Ensure low-barrier entrance that is easily accessible to participants with various housing barriers, including people with no income or people with active and/or recurring substance abuse issues and mental health needs.
- Have a commitment to serving those who are most vulnerable and in need of an immediate housing intervention. Have a proven understanding of the population and various sub-populations that will be served through this intervention.
- Assist participant with assessing barriers and actively and timely working to address and remove those barriers at the participant's pace and voluntary involvement.
- Focus on resolving homelessness as quickly as possible, recognizing that homelessness is a crisis requiring urgent, focused, and effective crisis response.
- Allow participants to choose the services and housing they feel meets their needs, within practical limits and funding requirements.
- Participation in case management for purposes of developing and acting on a housing plan may be required for some participants. This must be assessed on an individualized basis, not as an automatic requirement.
- Connect participants to supports and services of their choice available in the

community that they need and desire, especially those for which they are eligible or entitled, to support long-term housing stability or to address other non-housing related needs.

Progressive Assistance

The RRH TANF Program will utilize a progressive assistance approach. This approach seeks to help households end their homelessness as rapidly as possible with the least amount of financial assistance and services needed to quickly resolve literal homelessness and avoid an immediate return to literal homelessness after program exit.

Progressive assistance provides customized levels of assistance to participants, starting with the least amount of assistance offered, adding more if needed to help the participant reach stability. Progressive assistance approaches enable service delivery systems to target resources on an individualized basis and to stretch dollars further to serve as many households as possible.

Progressive assistance aims to:

- Create an initial package to remove barriers to housing and resolve literal homelessness. This includes a practical housing placement, levying resources and full RRH care team including housing and employment navigation, creating and executing a stabilization plan, and limited financial assistance for arrears, rent, security deposits, and utilities. Barriers are re-assessed often and plans are flexible for the best interest of the participant. The program seeks to close cases quickly and extend resources to more families.
- Have the ability to “flex up” assistance to the maximum allowed by funding as needed. Some financial assistance and stabilization supports may be needed for participants in order for them to stay housed. For some participants, more intensive and longer periods of assistance may be available depending on an individualized plan for the family.
- Provide a wide array of services and community partners, along with the RRH care team, to ensure stabilization and meet all needs of the participant as they present themselves.

Individualized Case Management

The RRH TANF Program will offer to participants individualized case management that

is tailored to the family's needs and focused on helping maintain housing stability. Regular assessment of participant needs and housing stability is used to help determine the duration of both the financial assistance and the case management services.

Additionally, all case management services will be provided in participants' homes (after participant has been re-housed), unless participants specifically request to engage in case management meetings in another location (perhaps to accommodate work schedules, etc.)

Coordinated Entry System

The Rapid Re-housing Program receives placement through Atlanta's Coordinated Entry System. The CES is an evidence based strategy that focuses on housing and service coordination to link homeless consumers to the most appropriate housing solution based on their needs. The U.S. Department of Housing and Urban Development requires all homeless Continuums of Care (CoC) to utilize CES as stated in 24 CFR 578.7 (a)(8) of the Continuum of Care Program Interim Rule.

The goals of an effective Coordinated Entry system are to quickly identify homeless consumers, to prevent homelessness whenever possible, to appropriately assess the needs of consumers that request help and to connect them to housing and services quickly. Core components of Coordinated Entry as defined by HUD include:

- Prioritization-having a transparent way to prioritize consumers who are most vulnerable;
- Low Barrier-operating programs that do not screen consumers out for assistance because of perceived barriers to housing or services, including, but not limited to, lack of employment or income, drug or alcohol use, or having a criminal record
- Housing First orientation- housing consumers quickly without preconditions or service participation requirements
- Person-Centered-incorporating consumer choice in the type of housing and level of services, and other options that are relevant to success
- Fair and Equal Access- developing processes in which all consumers have fair and equal access to the coordinated entry process, regardless of where or how they present for services;
- Emergency services-ensuring that CES does not unintentionally impede access emergency shelter
- Standardized Access and Assessment- offering the same assessment approach and referrals using uniform decision-making processes.

To ensure coordination of resources among grantees, Atlanta CoC utilizes the following

approaches and procedures:

- **Participation in HMIS.** All grantees are required to participate in the Homeless Management Information System (HMIS) per the ESG and CoC Interim Rule (24 CFR 576 and 578). This helps avoid duplication of services and participant data, and provides an opportunity to document homelessness.
- **Universal Assessment.** All family households will be assessed using a comprehensive, universal assessment tool called the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) in order to make an informed and objective decision on the level of need of each family and streamline eligibility determinations
- **Participation in CE.** All grantees will be required to receive and accept consumer referrals through Atlanta's Coordinated Entry process.

5. **SCHEDULE**

Dates	Activity
11/30/17	Release of RRH TANF Request for Proposals
12/13/17	Bidder's conference webinar December 13 th , 2017 3:30pm-4:30pm
1/5/18	Deadline for questions which should be submitted to Brittany Garner electronically to bgarner@partnersforhome.org
01/05/18	Completed proposals due to Partners for HOME and should be submitted to Brittany Garner electronically to bgarner@partnersforhome.org
1/15/2018	Approval of funding decisions by Selection Committee
TBD	Date of Award Notification
January 20 – September, 30, 2018	TANF RRH grantee granted access to TANF funds and begins full administration of the project <ul style="list-style-type: none">• In-line with start-up timeline agreed to by CoC staff, Collaborative Applicants, and selected grantees• Grantee should be able to demonstrate that they can begin project start up within 30 days of award notification

6. **QUESTIONS AND CONTACT**

Questions about this RFP and/or the RRH TANF program can be directed to Brittany Garner at bgarner@partnersforhome.org.

COMPLETED PROPOSALS MUST BE SUBMITTED ELECTRONICALLY TO

BY FRIDAY, JANUARY 5TH, 2018 BY 12PM.

7. BUDGET

PfH, in partnership with the Department of Human Services, will fund, through PfH's competitive selection process, one or several agencies to administer a one-year grant. \$1,187,500.00 dollars with the potential for additional funding, will be available.

Services may include both personnel and program costs. Personnel narratives must include the number and/or percent of case manager positions (use FTE) funded by this RFP. Administrative salaries cannot be funded under the supportive services line item but may be included in the Administration line item. Program costs that support the operation of the proposed program are allowed and must be itemized and justified in the narrative.

Administrative and Indirect costs cannot exceed 15.0% of total request. This amount may not be re-negotiated upward during contract negotiations.

Partners for HOME reserves the right to fund portions of a proposed budget and/or require adjustments.

All funding will be for building capacity and new RRH projects. Funds cannot be used as matching dollars. Funds cannot be used to replace existing resources and supplanting is prohibited.

8. OUTCOMES AND PERFORMANCE MEASURES

Partners for HOME (PfH) is seeking proposals that will demonstrate the ability to create a sustainable program that will achieve all expected outcomes. The agency should have experience with providing some or all of the services they are applying for in the RRH Core Components outlined in this RFP.

Measuring performance is a critical aspect of improving service delivery and ensuring effectiveness. The following performance standards articulate the expectations for performance of the Respondent in operating the low barrier shelter. These measures align with local and federal benchmarks and will be captured in the Homeless Management Information System (HMIS) utilized by Atlanta. The goals identified are intended to serve as a benchmark for success. Data quality is paramount and it is important that timely data entry into HMIS be completed to track progress towards goals. Furthermore, it is expected that the Respondent will participate in monthly meetings with the PfH Office of Grants and Performance Management, regarding the performance and compliance of the core interventions.

Partners for HOME will work with the successful applicant to develop a program outline plan based on the following minimum expectations from TANF and nationally recognized [Rapid Rehousing Performance Measures](#):

Expected Outcomes

1. Reduce the number of TANF- eligible families on the streets and in emergency shelter from year to year
2. Increase the number of families that have moved into permanent housing
3. Increase the income and mainstream benefits of family head of households served
4. Reduce the length of time program participants spend homeless
5. Exit households to permanent housing
6. Limit returns to homelessness within a year of program exit

Monitored Performance Measures

1. 80% of households will exit to permanent housing
2. 70% of households will remain housed 6 months after exit
3. 85% of households that exit a RRH program to permanent housing will remain housed 1 year after exit
4. 70% of households increase income during program enrollment and obtain mainstream benefits
5. Permanently housed success rate
6. Length of time homeless

9. **CONTRACTUAL TERMS AND CONDITIONS**

Contract Offers

The offer of the right to negotiate a contract pursuant to this RFP is dependent upon the availability of funding to PfH. PfH anticipates the following for 100 families:

TANF: \$500,000

- Personal Services 240,000
- Rental Subsidy 200,000
- Housing Relocation 60,000

Match: \$687,500

- Allocation TBD

Total: 1,187,500.00

Contract Term: 12 months from date of execution

10. EVALUATION AND AWARD PROCESS

It is the intent of PfH to conduct a comprehensive, fair, and impartial evaluation of proposals received in response to this RFP. When evaluating proposals, negotiating with successful respondents, and offering the right to negotiate a contract, Partners for HOME will adhere to the Atlanta Homeless CoC Written Standards and Policies and Procedures. They will make recommendations to the Allocation Committee and ensure project adherence to the Strategic Plan, CES, and Written Standards.

Selection Committee

Partners for HOME will designate a Selection Committee to evaluate proposals submitted in response to this RFP. The contents of all submitted proposals, including any confidential information, will be shared with the Selection Committee. Only proposals found to be responsive (that is, complying with all instructions and requirements described herein) will be reviewed, rated, and scored. Proposals that fail to comply with all instructions will be rejected without further consideration. Attempts by any respondent (or representative of any respondent) to contact or influence any member of the Selection Committee may result in disqualification of the respondent.

Minimum Submission Requirements

All proposals must comply with the requirements specified in this RFP. To be eligible for evaluation, proposals must (a) be received on or before the due date and time; (b) meet the Proposal Format requirements; (c) follow the required Proposal Outline; and (d) be complete. Proposals that fail to follow instructions or satisfy these minimum submission requirements will not be reviewed further. PFH will reject any proposal that deviates significantly from the requirements of this RFP.

Evaluation Criteria and Weights

Proposals meeting the Minimum Submission Requirements will be evaluated according to the established criteria. The criteria are the objective standards that the Selection Committee will use to evaluate the technical merits of the proposals. Only the criteria listed below will be used to evaluate proposals. The criteria are weighted according to their relative importance.

PfH will select a Respondent generally according to the procedures outlined below. The Selection Committee will first evaluate and rank the responsiveness of the RFP Responses against the criteria listed below and provide an assessment of that score. A Respondent may receive the maximum percentage, a portion of the percentage, or no

percentage at all, depending upon the merit of its response, as judged by the Selection Committee using the following criteria:

<u>Points</u>	<u>Evaluation Criteria</u>
10	Organizational Requirements
20	Service Requirements (Fidelity to housing first, CES, progressive engagement, service coordination, etc.)
15	Staffing Requirements
15	Data and Technology (HMIS use and data quality)
20	Financials, Budget, & Budget Narrative
20	Community Partnerships and Leverage

During the review of any proposal, the Selection Committee may:

- Conduct reference checks relevant to the proposal with any or all of the references cited in Proposal to verify any and all information, and rely on or consider any and all relevant information from such cited references in the evaluation of Proposals;
- Seek clarification of a Proposal from any or all Respondents and consider such supplementary information in the evaluation of Proposals;
- Request interviews/presentations with any, some, or all Respondents or Team Members to clarify any questions or considerations based on the information included in Proposals during the evaluation process, and consider any supplementary information obtained from interviews/presentations as part of the evaluation.

PARTNERS FOR HOME
RAPID RE-HOUSING TANF PROGRAM PROPOSAL APPLICATION

Organizational Requirements

1. Contact information for organization
2. What is the purpose and mission of your organization?
3. Entity type and years of operation
4. Qualifications and Relevant experience to Rapid Re-Housing and Housing First Models
5. Dun & Bradstreet (D-U-N-S) Number

Service Requirements

1. How do you ensure culturally competent services at your organization?
2. Explain how your current capacity and experience will meet the requirements of the program.
3. Provide a general description of your approach to implement RRH for TANF eligible families.
4. Please describe how you will ensure participants are not screened out due to perceived barriers to housing and services.
5. Describe how Housing First, Progressive Assistance, and Individualized Case Management will be implemented in this project.
6. Describe how you plan to engage and coordinate eligible core components of this RFP for the benefit of the participant. (Please describe all that are applicable to your proposal.)
 - a. Housing Acquisition
 - b. Housing Navigation
 - c. Financial Administration
 - d. Employment and income opportunities
 - e. Comprehensive case management services and support

7. Describe how you will ensure adherence to the requirements of this RFP and the given written standards in your program.
8. Please outline the goals of your program.
9. Describe how will implement the proposed project to build capacity at a systems level and within the Coordinated Entry System.

Staffing requirements

1. Describe how you will hire key personnel and provide a timeline for program start up.
2. Describe staff to participant ratio and rationale for the ratio.

Data and Technology

1. Explain your organization's data reporting and technology capacity for this project.
2. Describe how you will ensure your organization's program outcome requirements are met.
3. Describe how you will ensure your organization's role will meet the overall system outcomes and performance measures.
4. Describe how you will ensure your organization's HMIS compliance.
5. Describe how your organization will adhere to data quality measures.

Financial Requirements

1. Audited Financial Statements: The proposer shall submit 1 copy of the proposer's two most recent annual financial statements prepared by an independent Certified Public Accountant, and reviewed or audited in accordance with Generally Accepted Accounting Principles (GAAP) (USA). Each copy shall include all applicable financial statements, auditor's reports, management letters, and any corresponding reissued components. Audited Financial Statements do not count toward the total page limit of the proposal. Each copy shall be included with the proposal in Section IV.H. Appendices.
2. Financial Management Procedures: The proposer shall submit the proposer's written financial management procedures that include policies/procedures for: (i) managing and tracking cash receipts/disbursements; (ii) budgeting; (iii)

procurement; (iv) reconciling expenditures; (v) separation of duties/functions and (vi) payroll.

3. **Financial Capacity:** Describe the organization's financial capacity to properly isolate RRH- related income and expenditures. Discuss the internal controls used to ensure the safeguarding of funds to ensure that a thorough record of expenditures can be provided for purposes of an audit.
4. **Leveraged Funds:** Describe the proposer's long term strategy to sustain funding for the program.
5. **Mixed Funding:** If proposer is utilizing staff from various funding sources, proposer will document how staff time for this program will be tracked.

Budget and Budget Narrative

Describe the total Agency budget; total Program budget; and specific amount of funding being requested (Administrative, Operational, Direct Services, other Core Components).

* **Total Budget**

Using the table below, provide the total estimated annual funding request for the proposed project.

Activities	TOTAL Request Year 1
1. Housing Acquisition	
2. Housing Navigation	
3. Financial Administration	
4. Employment and income opportunities	
5. Case Management	
Total Request	

*** Match or Leverage – Cash or In-kind Resources**

Source of Match/Leverage (Name of Source)	Type of Commitment (Cash or In-Kind)	Secured or Pending?	If Pending, when will availability be known?	Value of Commitment

2. Please provide a narrative for all budget line items.

Community Partnership and Leverage

According to HUD Leverage Fund Guidelines:

Many Federal agencies are encouraging applicants to demonstrate commitment to strategic “leveraging” of outside funds. “Leveraged” funds are simply a financial commitment toward the costs of a project from a source other than the granting organization. Leveraging can be achieved by a commitment from the grantee or through various partnerships.

1. Describe your match or leverage. Describe your eligible partnerships, cash, systems and relationships that will aid in the success of building RRH capacity for this project. Leverage includes all funds, resources, and/or services that the applicant can secure under the proposed project.

Appendices

Please provide the following:

1. Agency organizational chart
2. Rapid Rehousing HMIS Report (if applicable)
3. Partnership/Subcontract Agreements
4. Job descriptions related to the positions funded by the application
5. Audited Financial Statement and Form 990
6. Letters of Support

Questions about this RFP and/or the RRH TANF program can be directed
to Brittany
Garner at
bgarner@partnersforhome.org

**COMPLETED PROPOSALS MUST BE SUBMITTED
ELECTRONICALLY TO
BGARNER@PARTNERSFORHOME.ORG
BY FRIDAY, JANUARY 5TH, 2018 AT
2PM.**
