



***Riverside County Housing and Workforce Solutions-CoC
Youth Homelessness Demonstration Program (YHDP)
RFP COARC-0022***

**ADDENDUM NO. 2
06/12/2024**

CERTIFICATION OF RECEIPT OF ADDENDUM

I certify that I have received this addendum on behalf of the company listed below.

Signed: _____ Dated: _____

Name and title: _____

Company: _____

ADDENDUM NO. 2
TO RFP COARC-0022

1.0 This addendum is considered to be part of the Request for Proposal (RFP). All other terms of the RFP remain unchanged and in effect. This addendum is intended to provide additional information and/or to change requirements in the above referenced RFP. Any information contained herein will be considered part of the RFP and as such will be used in the evaluation of the bid responses. **Attention all potential bidders, if you have already submitted your proposal prior to the bid closing date, please review this addendum and re-submit your bid response, should this addendum modify your initial bid response.**

2.0 To verify that all Vendors have received a copy of this addendum, please signed the cover page of this addendum and returned it with your proposal to:

County of Riverside Housing and Workforce Solutions
Continuum of Care Division (CoC)
[RivCo CoC Website](#)
Ref: RFP# COARC-0022

3.0 The information in this addendum is the result of:

- a. A New budget template has been provided in Tab H under Cost Proposal on pgs. 31 and 32 of RFP. Either budget template will be accepted upon submission, but the new budget will be easier to develop and is closely aligned with requirements in e-snaps.
- b. To provide answers to RFP questions posted to the CoC website prior to June 7, 2024 (see 4.0 below)

Sponsor :
Grant :

ID the Project Type:		Budget Amount	Match Amount	TOTAL
Acquisition				
Rehabilitation				
New Construction				
Total Acquisition/Re-Hab/New Costruction:		\$0.00	\$0.00	\$0.00
Leasing (Lease is between Landlord & Sponsor)			N/A	
Rental Assistance (Lease is between Landlord & Client)				
Total Leasing/Rental Assistance:		\$0.00	\$0.00	\$0.00
Supportive Services (**May not exceed 20% of the total budget)				
Case Management (Staff and Services)				
Total Supportive Services:		\$0.00	\$0.00	\$0.00
Operations				
Maintenance/Repair				
Property Taxes and Insurance				
Reserve for replacement of major systems*				
Building Security**				
Electricity, Gas, and Water				
Furniture				
Equipment				
Operations Staff (Staffing costs directly related to carrying out any of the 7 eligible costs listed above)				
Total Operations:		\$0.00	\$0.00	\$0.00
Admin (5%) Admin is capped at 5%. 10% is the maximum and is shared by the grantee (RivCo) and the subrecipient agency.				
General Management, Oversight, & Coordination				
Salaries				
Travel costs (for monitoring subrecipients)				
Admin Svcs (performed under third-party contracts)				
Goods/Svcs (required for administration of the program)				
Training on CoC Requirements				
Enviromental Review				
Total Admin:		\$0.00	\$0.00	\$0.00
Total Grant:		\$0.00	\$0.00	\$0.00

\$0.00

Please Indicate the Total Match Amount:	
Please Indicate if the Match is Cash or In- Kind:	

Sponsor :
Grant :

ID the Project Type:

Acquisition
Rehabilitation
New Construction
Total Acquisition/Re-Hab/New Costruction:

Leasing (Lease is between Landlord & Sponsor)	
Rental Assistance (Lease is between Landlord & Client)	
	Total Leasing/Rental Assistance:
Supportive Services (***)May not exceed 20% of the total budget)	
Case Management (Staff and Services)	
	Total Supportive Services:
Operations	
Maintenance/Repair	
Property Taxes and Insurance	
Reserve for replacement of major systems*	
Building Security**	
Electricity, Gas, and Water	
Furniture	
Equipment	
Operations Staff (Staffing costs directly related to carrying out any	
	Total Operations:
	of the 7 eligible costs listed above)
Admin (5%) Admin is capped at 5%. 10% is the maximum and is shared by the grantee (RivCo) and the subrecipient agency.	
General Management, Oversight, & Coordination	
Salaries	
Travel costs (for monitoring subrecipients)	
Admin Svcs (performed under third-party contracts)	
Goods/Svcs (required for administration of the program)	
Training on CoC Requirements	
Enviromental Review	
	Total Admin:
	Total Grant:

Please Indicate the Total Match Amount:

Please Indicate if the Match is Cash or In- Kind:

*Scheduled payments to a reserve for replacement of major systems of the housing.

**Building security for a structure where more than 50% of the units or area is paid for with grant funds.

*** Does not include Acquisition/Re-Hab/New Construction funds.

4.0 Questions from Vendors:

Question # 1 Can this funding be used in conjunction with the CDSS NMD-THPP rate?

Answers: The RFP specifies that bidders should propose new programs only, as outlined in Section III of RFP under Eligibility Criteria. Additionally, applicants are required to adhere to the project types on pg. 5, the populations to be served on pg.6 , and [HUD's Definition of Homelessness](#), as detailed in RFP.

Question # 2 Are you able to apply for more than one project/project area at a time?

Answers Yes, you can apply for more than one project however you must provide a scope of service for each project type.

Question # 3 Do all RRH projects need to have the transitional shelter component attached?

Answers Based on Riverside County's Youth Action Board feedback, the ability to access immediate housing is a critical need in our community, so all Rapid Rehousing (RRH) Projects must have a Transitional Housing (TTH) component. But not all participants must utilize both components. Which components utilized are up to the participant and based on their need.

See Guidance Here: [HUD Exchange](#), [YHDP Housing Models](#)

Question #4 What is the population to be served for permanent supportive housing?

Answers In Section IV of the RFP, under Funding for Services, it states that youth who meet Categories 1 from the [HUD definition of Homelessness](#) and have a documented disability (by a licensed physician) are eligible for permanent supportive housing (PSH).

See Guidance Here: [YHDP NOFO Appendix A](#)

Question # 5 Could a joint TH and RRH project use Motels as the means of transitional housing?

Answers Yes, that model is acceptable, as long as it meets the habitability standards found in [24 CFR 576.403\(c\)](#). An occupancy agreement will be required for all agencies utilizing this model of transitional housing.

Question # 6 Can this opportunity fund housing specifically for CSEC (Commercially sexually exploited children) youth at risk of homelessness so long as appropriate services are also offered?

Answers Yes, the funds can serve CSEC (Commercially Sexually Exploited Children), but please pay close attention to YHDP requirements in the [YHDP NOFO Appendix A](#), under Target Population, and [HUD's Definition of Homelessness](#).

Question #7 What would be the geographical requirements for housing under this grant?

Answers YHDP funding is meant to serve youth/young adults who are experiencing homelessness and who live in Riverside County. Projects will be awarded based on the regions they serve: Western (Districts 1 and 2), Mid County (Districts 3 and 5), and Desert (District 4)

Question #8 Is there a cap on administrative funding?

Answers Found in Section 4 of the RFP: Funding for Services, Administrative Costs: SUBRECIPIENT may use no more than five percent (5%) of the award for admin.
Please See Guidance Here: [YHDP NOFO Appendix A](#), [Rivco HUD CoC Program Administrative Handbook](#)

Question #9 Can the match be in-kind?

Answers Found in Section 4 of the RFP under Funding for Services, Match Requirement: Subrecipient must match all grant funds, except for leasing funds, with no less than 25 percent of funds or in-kind contributions from other sources as referenced in [24 CFR 578.73](#), except as otherwise noted in [YHDP NOFO Appendix A](#), I.C.1.b.3 and I.C.1.b.4.

Question #10 Can advance payment option be included in the contract agreement?

Answers On pg. 13 of the Sample Agreement found in the RFP under Schedule A, Section 6: it states that Riverside County may issue a one-time advance payment to SUBRECIPIENT in an amount not to exceed twenty-five percent (25%) of the maximum reimbursable amount *upon written request by the SUBRECIPIENT*.
See Guidance Here: [Rivco HUD CoC Admin Handbook](#)

Question #11 If the supportive housing is through 24 years old, isn't quite "permanent" then right?

Answers For YHDP projects, eligibility of a program participant is determined at project entry. Therefore, as long as a young person was entered into the project prior to their 25th birthday, they could continue to be served for the duration of the project. The project would not be required to exit them on their 25th birthday. Program participants may be transferred from a YHDP-funded PSH project to another CoC-funded PSH project without needing to become homeless again or reestablish eligibility.

Question #12 What is the definition of a disability? Is mental health, drug or alcohol addiction considering a disability?

Answers Yes, mental health, and substance use disorders are considered a disability. A signed letter of disability must be provided by a licensed physician.
Please See Guidance Here: [HUD Definition](#)

Question #13 Is this funding limited to rental assistance or is it possible to utilize a leasing budget and provide youth with a sublease in an apartment?

Answers Yes, it is possible to utilize a leasing budget and provide youth with a sublease in an apartment.
Please See Guidance Here: [YHDP Appendix A, HUD Program Eligibility](#)

Question #14 Can this funding be used to start a THP-Plus?

Answers Applicants are required to adhere to the project types specified in Section IV, Funding For Services in the RFP, and [HUD's Definition of Homelessness](#) for YHDP Projects.

Question #15 Does every youth have to be special needs population? What if you have a youth who is just homeless and needs services?

Answers Youth served do not have to belong to the special needs' population. The populations to be served, including [HUD Definition of Homelessness](#) and age groups, are detailed in the RFP under section V, "Populations To Be Served."

Question #16 For the youth navigator project- who will train them?

Answers Technical Assistance will be provided by CoC staff that will include training to support new programs and their role within Riverside County's system of care. More information on project areas can be found in Section IV of the RFP under Funding For Services.

Question #17 \$1M for two years, but then what? Are there sustainability options?

Answers YHDP awards have the opportunity for renewal through the traditional CoC competition process. This ensures ongoing assessment of project effectiveness and integration into the broader CoC framework for a sustained impact.

Question #18 On page 5 of the RFP, are the YHDP funding amounts the totals per category of all the grants that will be awarded, or are those anticipated amounts (per category) for each grantee?

Answers On page 5 of the RFP, the table details the six project areas recommended by the CCP for funding through YHDP. This table specifies the total funding available for each project area. It's anticipated that each project area will have more than one awardee.

Question #19 Please provide details of what expenses are allowed on the Project budget.

Answers Please refer to addendum item 3.0 (above) for revised RFP Budget line items. See HUD Guidance Here: [HUD Expense-Eligibility Q&A](#), [HUD Program Eligibility](#)

Question #20 On page 39 of RFP, it says "maximum of 5% allowed for admin costs but bidders conference speaker said 10% for admin costs. Please clarify which it is.

Answers Information on Administrative Costs can be found in the RFP Section 4, Funding for Services- Administrative Costs: "SUBRECIPIENT may use no more than five percent (5%) of the awarded amount for administrative costs." Administrative costs are up to 10% of costs of overall program management, coordination, monitoring, and evaluation. The CoC is required to share 50% of admin funds with subrecipients.

Please See Guidance Here: [Rivco HUD CoC Program Administrative Handbook](#), [YHDP Appendix A](#)

Question #21 Could you please provide a detailed explanation of the 25% match requirement?

Answers Match information can be found in Section 4 of the RFP: Funding for Services, Match. RFP states that Subrecipients must match all grant funds, except for leasing funds, with no less than 25

percent of funds or in-kind contributions from other sources as referenced in 24 CFR 578.73 except as otherwise provided in [YHDP Appendix A](#), I.C.1.b.3 and I.C.1.b.4.

Please See Guidance Here: [YHDP Appendix A](#), [Rivco HUD CoC Program Administrative Handbook](#)

Question #22 Are there any specific guidelines or limitations regarding the sources of matching funds?

Answers Please See Guidance here: [Code of Federal Regulations](#)

Question #23 What constitutes an in-kind contribution and how are these contributions are valued? Could you provide examples of in-kind contributions that would be acceptable for meeting the match requirement?

Answers Please See Guidance Here: [Rivco HUD CoC Program Administrative Handbook](#), [Code of Federal Regulations](#)

Question #24 What documentation or evidence is required to demonstrate the value of in-kind contributions?

Answers Please See Guidance Here: [Rivco HUD CoC Program Administrative Handbook](#), [Code of Federal Regulations](#), [Code of Federal Regulations](#)

Question #25 The required reporting from the sub-recipients - is it monthly or quarterly?

Answers All reporting will be required monthly. Fiscal reporting requirements can be found in the [Administrative Handbook](#) and the Monthly Performance Report for programmatic requirements can be found in the sample agreement on pg. 42, Schedule B of RFP.

Question #26 Will this award amount will be distributed in thirds to address the entire district?

Answers To ensure adequate coverage, we hope to award projects in each of the county's (3) regions: Western, Mid-County, and Desert.

Question #27 Can only educational institutions apply for these funds. To better understand if my agency, or the education institution with whom we might partner, should be the applicant? If we both

apply that seems redundant and confused. What is your counsel?

Answers The following agencies can apply: Homeless service providers partnering with colleges, Homeless service providers accepting referrals solely from colleges, Colleges applying on their own. All applicants must be capable of managing the proposed project.

Question #28 Do we create our own Youth Action Board or is there a board we need to contact

Answers: Riverside County has an existing YAB, but it is recommended that all agencies who serve youth experiencing homelessness incorporate youth feedback into their program. Each agency will use a different method to achieve this.

Question #29 Does the RFP permit a proposal for TAY youth only (18-24)? Or is providing for minors a requirement?

Answers: Yes, the RFP permits proposals for TAY. The only eligible projects that could potentially serve minors would be the drop-in centers and the navigators.