

COUNTY OF RIVERSIDE HOUSING, HOMELESSNESS PREVENTION AND WORKFORCE SOLUTIONS (HHPWS)

2020 ESG & ESG-CV RFP PRE-BID CONFERENCE & TECHNICAL ASSISTANCE WORKSHOP

TUESDAY, NOVEMBER 17, 2020

2:00 – 4:00 PM

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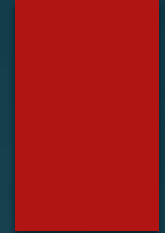


WELCOME & INTRODUCTIONS

LINDSAY SISTI
Program Specialist
Housing, Homelessness Prevention &
Workforce Solutions

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AGENDA



LINDSAY SISTI, PS

- ▶ About the RFP
- ▶ Board of Governance Funding Principles
- ▶ Available Funding
- ▶ Eligible Activities
- ▶ Program Funding Sources
 - ▶ 2020 ESG
 - ▶ ESG-CV
- ▶ Timeline and Important Dates
- ▶ Local Evaluation Process
- ▶ Attachment A of the RFP
- ▶ State of California Funding Process
- ▶ Budget
- ▶ Questions

NON-MANDATORY PRE-BID CONFERENCE

LINDSAY SISTI, PS

- ▶ This Pre-Bid Conference is not mandatory for agencies to submit proposals for the ESG and ESG-CV (coronavirus) funding.
- ▶ Make sure a representative from your agency signs-in, even if your agency hasn't decided about submitting a proposal just yet.
- ▶ RFP COARC-003 is in two parts:
 - ▶ RFP COARC -003 Terms and Conditions
 - ▶ RFP COARC -003 Attachment A
- ▶ You may obtain a copy of the RFP by visiting HHPWS's Homeless Programs website, or by submitting an email request to LSisti@rivco.org.

CoC Board of Governance Funding Principles

TANYA TORNO

COC MANAGER

HOUSING, HOMELESSNESS PREVENTION, & WORKFORCE SOLUTIONS

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BOARD OF GOVERNANCE'S FUNDING PRINCIPLES

Riverside County's Continuum of Care Board of Governance established funding principles that will guide and prioritize grant allocation for homeless programs:

- ▶ Invest in programs that will **immediately impact** reduction of homeless youth, individuals and families, or prevent them from becoming homeless.
- ▶ Invest in programs that **demonstrate ongoing, long-term, or sustainable results.**
- ▶ Invest in programs **addressing significant service gaps** by targeting high-need communities, under-served or hard-to-serve geographic or special subpopulations,

Board of Governance's Funding Principles

- ▶ Invest in programs that emphasize a **comprehensive service delivery approach or wraparound services** to ensure successful housing and self-sufficiency outcomes.
- ▶ Invest in solutions to address the **unique needs of homeless individuals living in encampments**.
- ▶ Invest in programs that support Riverside County Homelessness Action Plan <https://www.harivco.org/Portals/0/Documents/hl-county-plan-v8-recommendations-011618.pdf?ver=2020-08-06-121348-937>, emphasizing the **expansion** of:
 - ▶ System coordination
 - ▶ Outreach, navigation, and supportive services
 - ▶ Housing resource

OVERVIEW OF 2020 ESG & ESG-CV FUNDING AVAILABLE THROUGH HHPWS

TANYA TORNO
CoC Manager
&
Lindsay Sisti
Program Specialist

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What is the Emergency Solutions Grants (ESG) Program?

ESG provides shelter and services to help persons experiencing homelessness or persons at-risk of homelessness regain housing stability.



Funding Availability

- ▶ 2020 ESG Annual Allocation: LINDSAY SISTI, PS
 - ▶ The California Department of Housing and Community Development (HCD) received approximately \$6.28 million in federal funds
 - ▶ \$293,205 is available for agencies to apply for through this RFP

- ▶ ESG-CV:
 - ▶ HCD received approximately \$42 million in one-time funding to prevent, prepare for and respond to COVID-19 in the CARES allocation
 - ▶ \$1,326,130 under ESG-CV is available for agencies to apply for through this RFP
 - ▶ ESG-CV has special conditions and guidelines that are different from ESG

Project Types



LINDSAY SISTI, PS

1. 2020 ESG Rapid Rehousing
2. 2020 ESG Homeless Prevention
3. ESG-CV Rapid Rehousing
4. ESG-CV Homeless Prevention
5. ESG-CV Emergency Shelter
6. ESG-CV Street Outreach

Eligible Activities for ESG & ESG-CV: Homeless Prevention & Rapid Rehousing

LINDSAY SISTI, PS

Eligible activities for 2020 ESG & ESG-CV

Examples of Eligible Activities:

- ▶ Rental Assistance and Rental Arrears:
 - ▶ Short-term rental assistance: Up to 3 months
 - ▶ Medium-term rental assistance: Up to 24 months
 - ▶ Rental Arrears: Up to six months (counts towards total amount of rental assistance available)
- ▶ Financial Assistance: rental application fees, security and utility deposits, utility payments, last month's rent, moving costs
- ▶ Services: housing search and placement, housing stability case management, landlord-tenant mediation, tenant legal services, credit repair

Eligible Activities for ESG-CV Emergency Shelter

LINDSAY SISTI, PS

Eligible Activity for ESG-CV funds ONLY

ESG-CV funds may be used for costs of providing essential services to homeless families and individuals in emergency shelters, renovating buildings to be used as emergency shelter for homeless families and individuals, and operating emergency shelters.

- ▶ Examples of Eligible Activities:
 - ▶ Ordering PPE supplies
 - ▶ Expansion of shelter navigation services to decrease length in shelter
 - ▶ Shelter conversion to expand to non-congregate shelter



Eligible Activities for ESG-CV Street Outreach

LINDSAY SISTI, PS

Eligible Activity for ESG-CV funds ONLY to prevent, prepare for, and respond to the coronavirus.

- ▶ ESG-CV Street Outreach can be used to:
 - ▶ Providing PPE, toiletries, and other supplies to those who are unsheltered
 - ▶ Engagement of unsheltered individuals to connect them to coordinated entry, non-congregate shelter and rapid rehousing
 - ▶ Linkage to health services
 - ▶ Ramp up street outreach efforts/presence, including increasing staffing
 - ▶ Mobile Assessment
 - ▶ Engagement and case management to support linkages to housing
 - ▶ Transportation

Differences between ESG Annual Allocation Funds and ESG CARES Funds

TANYA TORNO,
CoC MANAGER

2020 ESG

- ▶ Income limit of 30% Area Median Income to receive or continue to receive homelessness prevention, or to continue receiving rapid re-housing assistance.***
- ▶ Cap of 60% for emergency shelter and street outreach with ESG funding.
- ▶ 100% match requirement.

ESG-CV

- ▶ Income limit of 50% Area Median Income to receive or continue to receive homelessness prevention***
- ▶ No cap on the use of ESG CARES funds for emergency shelter and street outreach.
- ▶ No match requirement.

***Link to HUD Income Limits

https://www.huduser.gov/portal/datasets/il.html#2020?WT.mc_id=April142020&WT.tsrc=Email

Differences between ESG Annual Allocation Funds and ESG CARES Funds

2020 ESG

- ▶ Pre-contracting costs are only allowed to the date for which HUD signed the ESG grant agreement with the Department.
- ▶ Environmental clearance and habitability reviews need to be conducted before any funds are expended on temporary shelters.

ESG-CV

- ▶ Pre-contracting costs are allowed from the first COVID-19 response, which in California was March 4th, 2020 with the state-declared disaster.
- ▶ Environmental and habitability reviews for temporary shelters are not required.

Timeframe to Expend ESG-CV Funds

**TANYA TORNO,
CoC MANAGER**

Percentage of ESG-CV Award Expenditure Deadlines

- ▶ 20% by July 31, 2021
- ▶ 40% by September 30, 2021
- ▶ 60% by November 30, 2021
- ▶ 80% by January 31, 2022
- ▶ 100% by August 31, 2022

Ineligible Expenses

- ▶ Acquisition of real property
- ▶ New construction
- ▶ Rehabilitation of structures to the extent that those structures are used for inherently religious activities
- ▶ Mortgage payments
- ▶ Inpatient detoxification and other inpatient drug or alcohol treatment
- ▶ Legal services for immigration and citizenship matters, and issues relating to mortgages

OVERVIEW OF THE FOLLOWING:

TIMELINE AND IMPORTANT DATES
RFP EVALUATION PROCESS
SCOPE OF WORK (ATTACHMENT A)

Scott Haddon
Sr. Procurement Contract Specialist
Riverside County Purchasing

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2020 ESG & ESG-CV NOFA TIMELINE 2020

SCOTT HADDON, SR. PCS

DATE	ACTIVITY
11/13/2020	LOCAL COMPETITION: RFP RELEASE HOMELESS HOUSING, ASSISTANCE AND PREVENTION PROGRAM
11/17/2020 From 2pm to 4pm	Pre-Bid Conference 2020 ESH & ESG- CV Virtual Technical Assistance Workshop through Microsoft TEAMS
11/30/2020 by 1pm	Bidder's Question and Answer (Q & A) Deadline
12/08/2020	Bidder's Q & A posted to the Public Purchasing website
12/14/2020 by 1:30pm	LOCAL COMPETITION: RFP Bidder's Submittal Closing Date
12/15/2020	Prepare 2020 ESG/ESG-CV summary of proposals received
December 2020 – January 2021	Proposal threshold review, evaluation and scoring
February 2021 (tentative)	Clarification & Final Offers
March 2021 (tentative)	Award recommendation & approval in BOG Meeting
April 2021 (tentative)	Expected receipt of Standard Agreement
May 2021 (tentative)	Subrecipient agreement execution with VENDORS
12 months from subrecipient agreement execution	100% of 2020 ESG funds must be expended
08/31/2022	100% of ESG-CV funds must be expended

THRESHOLD REVIEW

SCOTT HADDON, SR. PCS

- ▶ Proposals submitted by the Bidder's closing deadline will receive a threshold review (**Pass or Fail**) to ensure that the application is complete and complies with the grant's minimum criteria.
- ▶ Minimum Requirements (Section II: Minimum Requirements of the RFP Application Description):

THRESHOLD REVIEW

SCOTT HADDON, SR. PCS

- Organizational Eligibility Requirements
 - ▶ Agency Type
 - ▶ Experience
 - ▶ Organizational Capacity
 - ▶ Other requirements
 - ▶ Current or planned CoC membership
 - ▶ Must be eligible to receive federal funds and not be on the Federal Exclusions List.

EVALUATION AND SCORING PROCESS

SCOTT HADDON, SR. PCS

- ▶ A non-conflicted Review Panel will be convened to review proposals that have met the minimum threshold criteria.
- ▶ The Review Panel will score and rank each application using the scoring criteria.
- ▶ Highest possible score is 100 points.
- ▶ Successful applications will demonstrate the most alignment with the CoC Board of Governance Funding Principles.
- ▶ Funding recommendations will be presented to the BOG.

SCORING SUMMARY

SCOTT HADDON, SR. PCS

CATEGORY	CRITERIA	SCORE
PROGRAM DESIGN	Project has high potential to immediately impact a reduction in homelessness and it advances the long-term goal of housing permanency.	25 POINTS
NEED FOR FUNDS & COST EFFECTIVENESS	Project proposes low cost for housing units or service provision. It includes plans for leveraging additional funds for the project that will ensure ongoing implementation. The Bidder provides convincing data and supporting documentation that the proposed target areas and subpopulations have been underserved. The Bidder has demonstrated that funds for the proposed services are difficult to obtain from other sources.	35 POINTS

SCORING SUMMARY

SCOTT HADDON, SR. PCS

CATEGORY	CRITERIA	SCORE
IMPACT & EFFECTIVENESS	The project proposes achievable outcomes to immediately reduce or prevent homelessness. The proposal includes a sound data collection, analysis and quality improvement plan, targeting a comprehensive list of performance measures.	20 POINTS
CONTINUUM OF CARE (CoC) REQUIREMENT	The project complies, participate and implement the Board of Governance's funding principles, local/regional homeless collaborative and/or the Riverside County Homelessness Action Plan, California's Housing First Policy, CoC's Coordinated Entry System (CES) and Homeless Management Information System (HMIS).	10 POINTS
IMPLEMENTATION TIMELINESS	Project timeline demonstrates Bidder's ability to deliver services or start capital improvement activities within 60 days of contract award.	10 POINTS

RFP's ATTACHMENT A

SCOTT HADDON, SR. PCS

Project Type: Submit one complete (1) and separate Scope of Services for each proposed project consistent with the eligible activities.

Bidders shall address all criteria questions listed in the Scope of Services, providing a complete and concise responses.

RFP'S ATTACHMENT A

SCOTT HADDON, SR. PCS

Scope of Services

- I. Project Type
- II. Program Design (25 points)
- III. Need for Funds / Cost Effectiveness (35 points)
- IV. Impact and Effectiveness (20 points)
- V. Continuum of Care (CoC) Requirements (10 points)
- VI. Implementation Timeliness (10 points)
- VII. Service Area



Cost Proposal and Budget Narrative

BRANDON TRAHAN, CGFM

ADMINISTRATIVE SERVICES SUPERVISOR

HOUSING, HOMELESSNESS PREVENTION & WORKFORCE
SOLUTIONS

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COST PROPOSAL

BRANDON TRAHAN, CGFM, ADMIN SRVCS SUP

- ▶ Provide the proposed budget, match contributions, and source of match for each ESG or ESG-CV activity you are applying for. (ESG-CV does not require matching funds.)
- ▶ For ESG, the minimum grant amount is \$75,000 and the maximum grant amount is \$200,000.

ESG Budget & Match Funds			
ESG Funding Activities	ESG Request	Match Contributions	Source of Match Funds
Emergency Shelter			
Staff Costs			
Essential Services			
Shelter Operations			
Non-Staff Costs			
Essential Services			
Shelter Operations			
Total	\$0	\$0	

COST PROPOSAL (CONTINUED)

BRANDON TRAHAN, CGFM, ADMIN SRVCS SUP

- ▶ List all position titles with a brief job description for each staff person to be paid with ESG or ESG-CV funds.
- ▶ Attach duty statements for all position titles. The position title must match the duty statement.

Summary of Staff to be Paid with ESG Funds	
Proposed Activity	Title and a Brief Job Description
Homelessness Prevention	
Homelessness Prevention	
Rapid Re-Housing	
Rapid Re-Housing	

COST PROPOSAL (CONTINUED)

BRANDON TRAHAN, CGFM, ADMIN SRVCS SUP

- ▶ For each ESG or ESG-CV activity, provide the total budget information for the program, including the ESG or ESG-CV grant you are applying for.

Revenue Sources		Major ESG Budget Activities					
A	B	C	D	E	F	G	H
Revenue	Total Revenue	Emergency Shelter	Street Outreach	Homelessness Prevention	Rapid Re-Housing	HMIS	Admin
1. ESG	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2. CalWorks	\$0						
3. CoC	\$0						
4. Other Federal Gov.	\$0						
5. Other State Gov.	\$0						
6. Local Gov.	\$0						
7. Private	\$0						
8. EHAP - Operations	\$0						
9.	\$0						
10.	\$0						
11. TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0

BUDGET NARRATIVE

BRANDON TRAHAN, CGFM, ADMIN SRVCS SUP

- ▶ H-2 Budget Narrative: Detail of each line item listed on your budget, including a calculation for the amount requested.
- ▶ H-3 Financial Accounting System: Provide evidence of internal and external coordination and an adequate financial accounting system.

FINANCIAL STATEMENTS

BRANDON TRAHAN, CGFM, ADMIN SRVCS SUP

- ▶ Balance sheet and income statement from within the past 12 months are required.
- ▶ Statement of cash flows is optional but encouraged.
- ▶ Bidders must have the financial stability to support services being offered.
- ▶ Bidders agree not to seek early or expedited payments for services delivered.

PROJECT MATCH REQUIREMENTS

BRANDON TRAHAN, CGFM, ADMIN SRVCS SUP

- ▶ ESG grants require the subrecipient to match 100% of the grant amount.
- ▶ ESG matching funds must be used for eligible activities.
- ▶ ESG matching funds may come from the subrecipient, the federal government, state/local governments, and/or private resources.
- ▶ ESG-CV grants do not require the subrecipient to provide matching funds.

CALIFORNIA'S 2020 ESG / ESG-CV ROUND 1 FUNDING PROCESS

BRANDON TRAHAN, CGFM, ADMIN SRVCS SUP

- ▶ State NOFA (Notice of Funding Availability)
 - 2020 ESG – Issued May 12, 2020
 - ESG-CV – Issued June 1, 2020
- ▶ Administrative Entity (HHPWS) applies for funding on behalf of the Riverside County CoC
- ▶ State issues Standard Agreement to HHPWS
- ▶ HHPWS contracts with vendors
- ▶ Funding must be expended by the deadline
 - Deadlines to be announced by the State

PRE-BID BIDDER'S CONFERENCE INFORMATION & QUESTIONS

Lindsay Sisti
PROGRAM SPECIALIST
Housing, Homelessness Prevention
& Workforce Solutions

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Questions

Type any questions in to
the chat box



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Common FAQs

- ▶ Is Personal protective equipment an eligible cost?
 - ▶ *Personal protective equipment is an eligible ESG-CV cost through the street outreach and emergency shelter component.*
- ▶ Is food an eligible expense?
 - ▶ *Eligible under emergency shelter and street outreach*
 - ▶ *If providing food to persons in hotel/motel under emergency shelter, the food must be comparable to what is received in a shelter*
 - ▶ *Not eligible under rapid re-housing or homelessness prevention*

Common FAQs

- ▶ Are behavioral health services an eligible expense?
 - ▶ *ESG funds can be used for emergency health services and emergency mental health services under the Street Outreach and Emergency Shelter Components.*
 - ▶ *Only available to the extent that other appropriate health services are inaccessible or unavailable within the community.*

Common FAQs

- ▶ IS COVID-19 testing an eligible expense?
 - ▶ *Assessing health problems is eligible under street outreach or emergency shelter, to extent not otherwise available in the community.*
 - ▶ *Transportation to medical care is eligible under street outreach and emergency shelter.*

Resources / Contacts

Program Manager

Tanya Torno, Principal Development Specialist Ttorno@rivco.org

County Purchasing-RFP information

Scott Haddon, Sr. Procurement Contract Specialist Shaddon@rivco.org

Cost Proposal & Budget information

Brandon Trahan, CGFM, Administrative Services Supervisor Btrahan@rivco.org

Program Information

Lindsay Sisti, Program Specialist Lsisti@rivco.org

Action Plan to End Homelessness in Riverside County

<http://dpss.co.riverside.ca.us/files/pdf/homeless/hl-county-plan-v8-recommendations-011618.pdf>

Public Purchasing- RFP & Bid information

<http://www.publicpurchase.com/>





Thank You!