

**FY2020 Proposition P Funds Winter Shelter Operations Request for Proposals (RFP)  
Questions and Answers**

- 1. With this funding, do we have to serve all persons? Our program serves youth, ages 16 to 24.**
  - a. Because you are a youth provider, you can specify you can only take youth into your shelter.
- 2. Are you looking for day services?**
  - a. We are asking you operate from 6:00 pm to 6:00 am for this overflow. If you do offer day services, put that in your application because it is something we would want to highly consider as we review applications.
- 3. When you bring up shuttle, is there anticipation that these are going to be different people every night for any given shelter?**
  - a. We can't fully answer that right now and are still discussing the process internally.
- 4. Is it a requirement for the data to be gathered every night for HMIS entry?**
  - a. Yes, and the Department of Human Services – Homeless Services Division staff is offering to do the data entry for the data that is collected.
- 5. How was the \$22 per diem rate for new emergency shelters decided and what is the breakdown?**
  - a. Other cities were looked at and their average per diem rates were \$21-\$24. We're not asking the funds to be structured in a certain way since all shelters run differently and donors may offset costs in various areas. This is a new process with Prop P funding and we will continue to look at process in the years to come and adjust as needed.
- 6. What do the cots look like?**
  - a. The cots are collapsible camping cots with metal legs like the picture below.



- 7. The space around the beds is a requirement for Children Division. Is that applicable to this project?**
  - a. There isn't a specified space requirement and you should always refer to any requirements you are already held to regarding space around beds. Please allow reasonable space for people to walk between cots.
- 8. What happens to the per diem rate if all the applicants for the RFP are only existing shelters?**
  - a. Then the per diem rate will be looked at and may be adjusted.

**9. The application looks quite cumbersome! How much narrative are you looking for on each of the questions?**

- a. We understand the application process does look intense to a person, organization or agency that is new to applying for any City funding. We need to know that applicants will be compliant with all the requirements outlined in the RFP. That said, please just provide a couple sentences to a paragraph or two on each section of the application narrative. The City needs the community's assistance in sheltering people during the very cold St. Louis winter months...please tell us how you can support our mission in sheltering our homeless neighbors during these winter months.

**10. There are several references in the RFP to 24 CFR 576.403, do you happen to know the link to the full regulation for my reading pleasure?**

- a. You can google "24 CFR 576.403" and any number of legal websites will display the narrative in easy to read formatting, or here's the actual Federal Register link: <https://www.govinfo.gov/content/pkg/CFR-2019-title24-vol3/xml/CFR-2019-title24-vol3-part576.xml#seqnum576.403>. You'd scroll to the 576.403 for that specific regulation which is about Shelter & Housing Standards.

**11. Pg 6. Winter Outreach Shuttling...what is that and how do shelter's access this services/partnership?**

- a. Last year the City of St. Louis, DHS-Homeless Services Division provided a warming bus at a certain location for those experiencing homelessness to meet at if they were interested in being sheltered to a "pop-up" shelter location. People could wait on the bus and keep warm while waiting for a person to shuttle them to the shelter. A volunteer group, called St. Louis Winter Outreach, provides shuttle for the homeless. Volunteers used their own vehicles and would come to the warming bus and pick up persons to take them to shelters. St. Louis Winter Outreach also organizes a group of volunteer churches and organizations that provided sheltering on specific nights should the weather drop below a certain threshold. Every night the St. Louis Winter Outreach protocols would activate, it may be different shelters, and thus their volunteers coordinated among themselves as to where people would be shuttled to for shelter. If you decide to apply for Prop P Funds, we aren't specifically asking you to provide shuttle to your shelter. The City of St. Louis will coordinate that service either with St. Louis Winter Outreach or via other means. Persons could also access your shelter via just walking up and presenting or calling United Way 2-1-1. The specifics of how persons will access the shelters that will be funded under Prop P funds are still being finalized.

**12. Pg 8. Other proposal requirements...does additional narrative need to be provided around these bullet points or should our responses be embedded in our narrative?**

- a. No, there is no need for additional narrative for these items. This is a list of items that, if addressed in narrative, would be considered favorably. This list is in every RFP and not all the items will be relevant to every RFP, but some may be and if so, you should consider providing some narrative to that item, even just one to two sentences would suffice.