



Bidder's Conference  
Friday, July 6, 2018 – 10:00 am

**2017 CONTINUUM OF CARE (CoC)**  
COMPETITIVE GRANT PROGRAM  
**NEW RAPID RE-HOUSING PROJECT RFP**

## Agenda

- I. Welcome and Introductions
- II. Request for Proposal – Overview
  - I. Funding Availability
  - II. Match
  - III. Timeline
- III. Scope of Work
  - I. Housing Placement
  - II. Rental and Utility Deposit Assistance
  - III. Case Management
- IV. Continuum of Care (CoC) Requirements
  - I. Membership
  - II. Participation in Housing First and Coordinated Entry
  - III. HMIS
- V. Questions

## Request for Proposal Overview

### Eligibility Requirement

- Nonprofit organizations – evidence of 501(c) letter required

### Funding Availability

- Anticipated Amount - \$300, 000
- CoC New Project for FY2018

### Match

- 25% Match – cash or in-kind

## Timeline

June 29, 2018	RFP Release
July 6, 2018	Bidder's Conference
July 20, 2018	Deadline to submit questions
July 30, 2018	Application Deadline
August 9, 2018	CoC Board Approval
August 13, 2018	PSA Committee Approval
August 17, 2018	Notification of Award
December 1, 2018	Contract Start Date

## Scope of Work: Services

Assist individuals and families who are homeless move as quickly as possible into permanent housing and achieve stability in housing through a combination of rental and utility deposit assistance and supportive services.

Rapid Re-housing funds may be used to provide short-term (3 months) or medium term (3-24 months) of rental assistance.

## Scope of Work: Requirements

Must operate a Housing First and Low Barrier Shelter

Must develop partnerships and collaborations/Improved Coordination of Services

Must participate in the CoC Coordinated Entry System

## CoC System Performance Goals

- Reduce the number of persons who become homeless
- Reduce the length of time persons remain homeless
- Increase successful placement into permanent housing
- Reduce recurrence to homelessness after placement into permanent housing
- End veteran and chronic homelessness

## Data Reporting and other Requirements

- Collect and report participant- level demographics and services in participant files and in HMIS
- Implement policy and procedures to ensure privacy and the confidentiality of participant records for both paper files and electronic files

## Evaluation Criteria

- Preference may be given to applicants that are active members of the St. Louis City CoC. Active membership is determined by the member's attendance at general, committee, and board meetings. To be considered an active member, members must be in attendance at 50% of general meetings, 50% of at least one committee's meetings, and 50% of board meetings. *If you are not a member of the St. Louis City CoC and are awarded CoC funds, you must become a member prior to execution of the contract.*
- The applicant's ability to supplement/match the proposal from other funding sources. No other HUD funding, such as CoC, Emergency Solutions Grants, Supportive Housing Programs, Shelter Plus Care can be used as match.
- The applicant is a non-profit organization in good standing.
- The applicant's commitment to abide by housing first standards.
- The applicant's experience in providing similar services, the length and type of experience it has working with the homeless, the quality of programs/services it provides, and the experience level of key staff.

## Evaluation Criteria continued

- The applicant's commitment to adhere to HUD and CoC priorities and processes, including (a) CoC Approved Front Door Manual, (b) CoC Program Best Practices, and (c) CoC Performance Measures.
- The degree to which the project operates in accordance with the Rapid Re-housing Standards and is able to achieve the Performance Benchmarks outline in this RFP. (See EXHIBIT A)
- The applicant's commitment to being a good neighbor that protects the safety and the privacy of program participants and neighbors.
- The applicant's ability to adequately describe and address those requirements set out in the RFP.
- The applicant's commitment and participation in the Coordinated Entry System developed by the CoC.
- The applicant's ability and commitment to fully participate in the City of St. Louis HMIS in accordance with CoC policies and procedures and report program performance and outcomes.
- The extent to which the proposed project fills a gap in the community's CoC and addresses a priority issue.
- The efforts of the applicant to address the needs of the homeless through community collaborations and partnerships.

## Evaluation Criteria continued

- The ability to track clients through the progression of services being provided.
- The extent to which applicant leverages resources.
- The applicant's ability to provide solid fiscal accountability to the project.
- Past performances of programs and agencies previously funded by the DHS.
- The applicant's plans to involve and empower homeless populations to participate in decision-making and project operations.
- Availability of financial and operating resources as required to perform the work.
- The ability of the applicant to meet statutory, regulatory and ordinance requirements.
- The rank, review, and recommendations of each new project proposals, under criteria employed by, the Rank and Review Committee of the St. Louis City CoC.
- M/WBE and/or DBE participation.

## Rapid Re-housing Performance Benchmarks

The effectiveness of a rapid re-housing program is determined based on the program's ability to accomplish the model's three primary goals:

1. Reduce the length of time program participants spend homeless
2. Exit households to permanent housing
3. Limit returns to homelessness within a year of program exit

## Core Component Program Standards

### Housing Identification

Housing Identification is the first core component of rapid re-housing, the goal of which is to find housing for program participants quickly. Activities under this core component include recruiting landlords with units in the communities and neighborhoods where program participants want to live and negotiating with landlords to help program participants access housing.

### Move-In and Rent Assistance

Move-In and Rent Assistance is the second core component of rapid re-housing, the goal is to provide short-term assistance to households to pay for housing. Activities under this core component include paying for security deposits, move-in expenses, rent, and utility deposits.

## Core Component Program Standards

### Rapid Re-housing Case Management and Services

Rapid re-housing case management and services are the third core component of rapid re-housing. The goals of rapid re-housing case management are to help participants obtain and move into permanent housing, support participants to stabilize in housing, and connect them to the community and mainstream services and supports if needed.

### Program Philosophy and Design

Beyond ending homelessness for individual households, rapid re-housing plays a key role in ending homelessness overall. To do so effectively and efficiently, a program must coordinate with the broader homeless system, not screen out large portions of the homeless population, and have a commitment to a Housing First approach.

## Continuum of Care Requirements

### Membership

Participation in Housing First Practices

Participation in Coordinated Entry

Participation in HMIS

## Application Deadline

Applications must be received by the City of St. Louis  
Department of Human Services – Homeless Services Division  
by: **Monday July 30, 2018 at 5:00pm**

Applications shall be delivered to:

Dept. of Human Services – Homeless Services Division

1520 Market Street

Suite 4065

St. Louis, Missouri 63103

## Questions

Deadline to submit questions – **Friday July 20, 2018**

Direct all inquiries to:

- **Donata Patrick**  
Program Manager  
Dept. of Human Services – Homeless Services Division  
1520 Market Street, Room 4065  
St. Louis, MO 63103  
[PatrickDo@stlouis-mo.gov](mailto:PatrickDo@stlouis-mo.gov)