



**ECONOMIC DEVELOPMENT DEPARTMENT
HOUSING DIVISION,
*BOTH AS THE CITY AND ACTING AS THE HOUSING
SUCCESSOR OF THE CITY OF ROSEVILLE
REDEVELOPMENT AGENCY***

NOTICE OF FUNDING AVAILABILITY

FOR

**HOMELESS PREVENTION AND
RAPID REHOUSING FUNDS
AND OTHER HOMELESS SERVICES**

**Applications due: JANUARY 13, 2017 at 5pm to 316 Vernon
Street, Suite 150, Roseville, CA, no postmarks accepted**

ECONOMIC DEVELOPMENT DEPARTMENT
HOUSING DIVISION

Purpose

The purpose of this Notice of Funding Availability (NOFA) is to solicit applications for Homeless Prevention and Rapid Rehousing Funding and other funding requests for services focused on assisting individuals and families who are homeless or at immediate risk of homelessness.

Potential Application Categories

There are two sources of funding that can potentially be used in the following application categories. The first source, low/moderate housing funds from the City's Housing Successor to the Redevelopment Agency, can solely be used for the first category of Homeless Prevention and Rapid Rehousing funding. The second anticipated source is from a private foundation and allows for the potential funding of a broader range of services that maintain existing critical services and address identified services gaps that are focused on assisting individuals and families who are homeless or at-risk of homelessness, as summarized below. Award of any funding is at the sole discretion of the City of Roseville.

Application Category 1: Homeless Prevention and Rapid Rehousing Grant Funds

Goals of Homeless Prevention and Rapid Rehousing funding are:

- to provide temporary assistance to prevent an individual or family from losing permanent housing and experiencing homelessness; and
- to provide temporary assistance to assist a currently homeless individual or family in obtaining permanent housing.

Eligible services for this funding - This funding can be used to assist the following types of homeless prevention and rapid rehousing activities:

- short-term or medium-term rental assistance,
- short-term hotel vouchers until permanent housing is available (for up to 30 days),
- housing relocation and stabilization services including housing search/housing navigation services, mediation or outreach to property owners,
- credit repair,
- security or utility deposits, utility payments, rental assistance for a final month at a location,
- moving and short-term storage cost assistance,
- case management related to the above activities, and
- other appropriate activities for homeless prevention and rapid rehousing of persons who have become homeless.

Application Category 2: Maintaining Existing Critical Services and Addressing Gaps in Homeless Services

Private funds anticipated for use as part of this NOFA can augment funding for the HPRR services requests listed above, be used to maintain existing critical services, and can fill gaps in other community services that support the continuum of service and shelter needs in Roseville to support efforts in addressing homelessness.

Eligible services for this funding - This funding can be used to assist the following types of critical services and service gaps, in addition to augmenting the HPRR services above:

- drug and alcohol rehabilitation services,
- mental health services,
- job training programs,
- local emergency shelter and transitional housing,
- housing supportive services, and
- other services deemed to be critical to transitioning individuals out of homelessness.

Please note that the funding being provided through this NOFA is solely for use in the City of Roseville, CA. The City finds that use of its low/moderate funding for this program throughout the City is beneficial to the former Redevelopment Agency Project Area.

Application and Questions

If you are interested in applying, please complete and sign the NOFA application and submit it to housing staff using the information below. Applications must be limited to 7 pages in length, including attachments. Please direct all questions regarding this NOFA to Danielle Foster at (916) 774-5446 or via e-mail at dfoster@roseville.ca.us. The City reserves the right to request additional information of applicants during its review process.

Submission of Proposals

All proposals must be received no later than **Thursday, January 13, 2017 at 5:00 p.m.** in electronic version to dfoster@roseville.ca.us and triplicate hard copy (3 hard copies - delivered or mailed) addressed as follows:

City of Roseville
Economic Development Department
Housing Division
Danielle Foster, Housing Manager
316 Vernon Street, Suite #150
Roseville, CA 95678

The City of Roseville reserves the right to open proposals at a later time.

Evaluation Criteria

The City's review and selection committee will be composed of various local professionals directly involved with homeless and housing services from a city or county perspective, and may include representatives of available funding sources.

The committee will evaluate proposals and recommend award of the best overall applications based on the availability of eligible funding and the following criteria:

1. Experience
 - a. Demonstrated experience and capacity working with the types of services being proposed, both as an organization and its staff.
 - b. Demonstrated knowledge of issues and needs surrounding homelessness, including specific needs in Roseville.
 - c. Demonstrated engagement with the local Continuum of Care (CoC) and coordinated entry efforts, including regular use of the Homeless Management Information System (HMIS).
2. Collaboration
 - a. Collaborative applications will be provided greater priority and will be considered for increased funding over what would otherwise be awarded for individual entities.
 - b. Demonstrated collaboration and networking with other non-profit and public agencies to reduce redundancy of services and increase efficient use of funding and assistance to clients.
 - c. Documented explanation of the benefit resulting from the collaborations listed.
3. Demonstrated Need
 - a. Demonstrated need of the services being proposed.
 - b. Demonstrated gap if the service being proposed is being created—avoiding duplication of services with other entities.
4. Cost per Beneficiary/Leveraging Funds
 - a. Cost per beneficiary information (at least an estimate) for the proposed service.
 - b. Documented ability to use the requested funds to leverage new funding or to use existing funding to increase efficient use of the requested funding.

Applicants may be required to present their application before a panel, at the City's option.

Award and Reporting

The City's right is reserved to reject any or all applications and to waive any informalities or irregularities in any application or the process. The City may reject all applications without notice or reason. The City intends to provide minimum grant awards of \$25,000 and will increase minimum awards for joint applications. If no applications are accepted, the City may elect to award the funding or use the funding in some other manner. No submission documents will be returned.

Funds awarded under this NOFA will require a contract that will include, but is not limited to, all specifications, and terms and conditions of this NOFA and the application. The contract will further refine the scope of work, and reporting as needed. The contract will then be submitted to the City Council for consideration and approval. Award of contracts is ultimately contingent upon City Council approval and availability of funds.

The City anticipates the following timeline with these grant funds:

NOFA Process Step	Date
Issuance of NOFA	December 8, 2016
Applicant Workshop	December 21, 2016
Applications Due	January 13, 2017
City Council Meeting	February 2017
Contracts Signed and Funding Disbursed	Late February/Early March 2017

Grant funding provided under this NOFA, will require the submittal of City monitoring reports twice during the grant year, providing information on the following performance measures:

Performance Measures

The City and its grantees will track data on the performance measures as described below. The City will require grantees to collect this information from project participants at program entry and at program exit, or as needed based on timing of submittal of monitoring reports, whichever occurs first. Grantees that do not measure progress or do not make notable progress through the services provided will rank lower or may not be considered for potential future funding rounds.

Measurement 1: How many people were served?

- # of people served and demographics

Measurement 2: How many secured housing?

- % and # of people who successfully secure housing, separated into transitional or residential treatment facility and permanent housing
- Cost/benefit ratio (number of clients exited to permanent housing/program cost)
- Length of time from program entry to securing permanent housing

Measurement 3: What are the long-term benefits? Are there any impacts to other services?

Housing:

- % and # of people who retain permanent housing at 6 month intervals from placement in permanent housing or obtain permanent housing after time in transitional or residential treatment

Income and Benefits:

- % and # of participants receiving monthly income (employment or permanent benefit)
- % and # of participants receiving CalFresh
- % and # of participants receiving General Assistance
- % and # of people with health insurance

Physical and Behavioral Health:

- % and # of emergency care visits
- % and # of days in psychiatric hospitalization

Criminal Justice Involvement:

- % and # of days in jail
- % and # of arrests/tickets

Measurement 4: Please provide narrative information regarding your local partnerships and how you collaborate with other partners and referral agencies to increase service delivery efficiency and decrease service duplication in Roseville.

Measurement 5: Are participants of your program properly entered and updated in the HMIS database?

Use of Funding: A summary report regarding use of the program grant funding will be required with each monitoring report as well, including a final report on the use of funds.

Performance measurements that are unrelated to a given program can be waived at the discretion of City housing staff.

Application Validity

The submitted application must remain valid for a minimum of 120 days after the due date of this NOFA. All materials submitted with or in conjunction with your application become the property of the City of Roseville.

Payment and Use of Funds

The City will issue payment for the grant funds provided to selected applications, once approved by the City Council and after a contract has been signed. Accounting on the Use of Funds will be required as stated in the Award and Reporting section above. The City also reserves the right to request an accounting of the current Use of Funds at any time as it deems necessary.

Insurance Requirements

Unless a grant proposal includes the rehabilitation or construction of buildings, additional insurance is unlikely to be required. The City reserves the right to assess the need for insurance based on the individual proposal.

All applications are due by Friday, January 13, 2017 no later than 5pm.

Enclosure: Homeless Prevention and Rapid Rehousing Funds & Other Homeless Services Grant Application