

# Emergency Housing Funds (EHF) RFA

## RFA DESCRIPTION

The 2023-2025 state operating budget makes Coronavirus State Fiscal Recovery Funds and state general funds available for emergency housing to backfill and maintain state fiscal year 2023 emergency housing capacity from sun-setting funds: Commerce-contracted ESG-CV, Shelter Program Grant, Hotel Leasing and Rapid Re-Housing Funds, and local document recording fees.

As intended by the legislation, this RFA will identify existing services to maintain service levels which would otherwise drop due to funding that is expiring. The programs work within the framework of the Clark County Homeless Crisis Response System (HCRS) toward preventing and ending homelessness in Clark County. Awarded contracts will have a minimum duration of 8 months, with the possibility of extension depending on funding and other factors, through June 30, 2025.

## AREAS OF NEED

### Emergency Housing Activities

- Street Outreach
- Diversion
- Emergency Shelter
- Transitional Housing
- Rapid Re-housing

## FUNDING CATEGORIES

Clark County anticipates allocating approximately \$4,465,673 for fiscal year 2024. Funding amounts are approximate and subject to change. An agency's funding request must match the identified funding shortfall stated by Clark County Community Services in a letter sent to the applicant.

## APPLICATION PROCESS

All applications must be submitted through Bonfire. The application process is as follows:

1. Full applications must be completed by 5:00 pm September 29, 2023.
2. County staff will review all applications and may ask applicant for additional information about the proposed program or the agency. All correspondence will be conducted through Bonfire.

3. A subcommittee of the Community Action Advisory Board (CAAB) will start reviewing applications once all clarifying questions have been answered.
4. Application recommendations will be made by the CAAB subcommittee after all applications have been reviewed and scored. Applications will be scored on a 100-point scale including both objectively and subjectively scored questions completed by the CAAB subcommittee.
5. County staff will work with awarded programs to draft contracts to begin November 1, 2023.

## **APPLICATION REQUIREMENTS**

All proposals submitted in response to this RFA must follow the general requirements below. All applicable requirements will be incorporated into performance contracts of selected proposals.

Applications submitted in response to this RFA agree:

- The contract period will start November 1, 2023, and continue through June 30, 2024. Funding requests reflect an annual budget.
- Contract performance will take place in Clark County.
- All requirements in the [Clark County Community Services General Terms and Conditions](#) will be followed.
- All requirements in the WA Department of Commerce SDG Guidelines will be followed.
- Formal collaboration with Coordinated Entry (HSC) to help program participants promptly access housing assistance will be conducted.
- Contracts will be cost reimbursement. All goods and services must be received, and costs must be paid by the contractor before being invoiced to the county.
- Administrative costs will be reimbursed at the rate program costs are invoiced and will not exceed the budget set by the County. Program costs include rent payments and other housing costs, program operations, and flexible funding costs.

## **QUESTIONS AND ANSWERS**

Questions regarding this RFA must be submitted through the Opportunity Q&A in Bonfire. Responses will be posted within two business days. The deadline to submit questions is September 25, 2023 at 5:00 pm.

## **GRIEVANCE PROCESS**

If an applicant has a grievance about the outcome of their application through this request for application, they are encouraged to discuss their concerns with Clark County Community Services Program Manager Michael Torres at [Michael.torres@clark.wa.gov](mailto:Michael.torres@clark.wa.gov). If this discussion does not result in a satisfactory outcome, the applicant may request the grievance be considered

by Clark County Community Services Director, Vanessa Gaston who has final decision in all grievances.

I have read and understand the above request for application requirements and restrictions.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_