

Request for Proposals (RFP)
Ventura County Continuum of Care (CoC)
Issued August 26, 2024

As the Collaborative Applicant for the Ventura County Continuum of Care, the County of Ventura's County Executive Office is accepting proposals for new projects or the expansion of current housing projects as well as new Domestic Violence (DV) projects with Continuum of Care Homeless Assistance funding from the U.S. Department of Housing and Urban Development (HUD). VC CoC is eligible to apply to HUD for up to \$638,698 in CoC Bonus funding and approximately \$798,372 in Domestic Violence (DV) Bonus funding for a total of \$1,437,070 in new funding and \$223,295 through re-allocation. If awarded, this would become renewable annually thus becoming a permanent source of funding, so long as the awarded program performs according to contract terms. Final amounts are subject to change based on the HUD Annual Renewal Demand (ARD) report.

This RFP is soliciting proposals that address housing and service priorities established through the VC CoC Board, with a high priority for the creation of new Permanent Supportive Housing units dedicated to chronically homeless persons with a [Housing First](#) approach. Proposals should align with [HUD's Homeless Strategic Plan for Fiscal Year \(FY\) 2022-2026](#) which include the following:

- ❖ Ending homelessness for all persons by aligning strategies with the [ALL IN: Federal Strategic Plan to Prevent and End Homelessness](#).
- ❖ Use a Housing First approach to help individuals and families move quickly into permanent housing. This should include landlord engagement, removing barriers to entry and adopting client-centered service methods.
- ❖ Reduce unsheltered homelessness by exploring all available resources.
- ❖ Improve system performance and use the Coordinated Entry process to make homelessness assistance open, inclusive and transparent.
- ❖ Partner with housing, health and service agencies to improve how all available resources are utilized to end homelessness. Pursue partnerships with public and private healthcare organizations, public housing authorities, local workforce development centers and tribal organizations to maximize the use of mainstream and other community-based resources.
- ❖ Address racial equity to ensure successful outcomes for all persons experiencing homelessness.
- ❖ Improve assistance to LGBTQ+ individuals by ensuring privacy, respect, safety and access regardless of gender identity or sexual orientation in projects.
- ❖ Include persons with lived expertise in the local planning and decision-making process. Prioritize hiring people who have experienced homelessness across the service system.
- ❖ Build an effective workforce to ensure homeless assistance providers are well supported to provide high quality assistance.
- ❖ To increase affordable housing supply by ensuring CoCs communicate with jurisdiction leaders, concerning the development of Consolidated Plans, about the harmful effects of the lack of

affordable housing, and engagement with local leaders regarding zoning and land use reform that would increase the supply of affordable housing.

CoC BONUS FUNDING

The following list is prioritized based on current needs in the Ventura County CoC service system for New or Expanded Projects created Through CoC Bonus funding:

1. **New or Expanded PH-Permanent Supportive Housing (PSH)** dedicated to chronically homeless persons. PSH project proposals will create new units of PSH through new projects or expanding the number of PSH units at an existing project;
2. **New or Expanded PH-Permanent Housing-Rapid Re-Housing (PH-RRH)** that will increase the number of dedicated units that serve homeless individuals and families including unaccompanied youth. PH-RRH project proposals can be new or an expansion of existing PH-RRH projects that increase units and the number of persons/households served. Applicants must have a clear method of identifying and securing new housing units in their application and demonstrate how the new project will function as part of the larger system of PH-RRH assistance and meet an unmet need;
3. **New or Expanded Joint Transitional Housing and Rapid Re-Housing (TH-RRH)** that will increase the number of beds to serve homeless individuals and families including unaccompanied youth (24 CFR 578.3). TH-RRH projects are limited to serving program participants for up to 24 months;
4. **New or Expanded Supportive Services Only for Coordinated Entry (SSO-CE)** to provide outreach to connect homeless persons and families to resources through coordinated entry including providing housing navigation to assist with obtaining eligibility documentation and connection to housing resources. The VC CoC will only accept SSO-CE applications for this project type that serve the full region and partner with the CoC and HMIS Lead agency to carry out eligible activities;
5. **Expanded HMIS:** Dedicated to increase the current HMIS activities within the CoC's geographic area HMIS project for the costs at 24 CFR 578.37(a)(4) that may only be carried out by the HMIS Lead, which is the recipient or subrecipient of an HMIS grant and is listed on the HMIS Lead form in the CoC Applicant Profile in e-snaps.

DOMESTIC VIOLENCE FUNDING

The following list is prioritized based on current needs in the Ventura County CoC service system for New or Expanded Projects Created Through DV Bonus funding:

1. **New or Expanded PH-RRH projects** dedicated to serving individuals and families of persons experiencing trauma or a lack of safety, related to fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking that are defined as homeless under 24 CFR 578.3 or section 103(b) of the McKinney-Vento Homeless Assistance Act;
2. **New or Expanded Joint TH/PH-RRH component projects** defined in section I.B.2.b.(18) dedicated to serving individuals and families of persons experiencing trauma or a lack of safety, related to fleeing or attempting to flee domestic violence, dating violence, sexual assault, or

stalking who are defined as homeless under 24 CFR 578.3 or section 103(b) of the McKinney-Vento Homeless Assistance Act;

3. **SSO-CE project** to implement policies, procedures, and practices that equip the CoC's coordinated entry to better meet the needs of individuals and families of persons experiencing trauma or a lack of safety, related to fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking.

RE-ALLOCATION FUNDING

The following list is prioritized based on current needs in the Ventura County CoC service system for New or Expanded Projects Created Through Re-allocated funding in the amount of \$223,295:

1. **New or Expanded PH-Permanent Housing-Rapid Re-Housing (PH-RRH)** that will increase the number of dedicated units that serve homeless individuals and families including unaccompanied youth. PH-RRH project proposals can be new or an expansion of existing PH-RRH projects that increase units and the number of persons/households served. Applicants must have a clear method of identifying and securing new housing units in their application and demonstrate how the new project will function as part of the larger system of PH-RRH assistance and meet an unmet need.

The projects being solicited must be innovative, highly effective, align with HUD's policy priorities and increase housing resources for vulnerable populations or build capacity within Pathways to Home, the local coordinated entry system. Competitive projects will create additional housing inventory for the unhoused population through tenant based or project based rental assistance or leasing. Projects are encouraged to show collaboration among providers and leverage mainstream resources to support highly vulnerable chronically homeless individuals and those who qualify under 24 CFR 578.3.

Priority will be given to new PSH and RRH project proposals that leverage housing and healthcare resources. Applicants should demonstrate through written commitments with the types of services and dollar value of services committed, project name, # of housing units for a new PSH proposed project or number of program participant in the RRH and Joint TH-RRH proposed project, date the units will be available for program participants consistent with the New Project's period of performance and source of commitment:

- Private organizations
- State or local government, including using HOME funding provided through the American Rescue Plan,
- Public Housing Agencies, including using a set aside or limited preference
- Faith-based organization; and
- Federal programs other than the CoC or ESG Programs

The letter must also demonstrate:

- Direct contributions from public or private organization
- Housing subsidies or subsidized housing units not funded through CoC or ESG programs
- Eligibility for the project must comply with HUD fair housing requirements

- Provision of health care services tailored to the program participants
- Services must be voluntary and align with the Housing First Model

CoC Bonus funding will come from the U.S. Department of Housing and Urban Development’s (HUD) Continuum of Care (CoC) Program, as amended under the HEARTH Act and the CoC Program Interim Rule. The availability and priorities for any funding for new projects is articulated in HUD’s CoC Notice of Funding Opportunity (NOFO): [FY 2024 and FY 2025 Continuum of Care Competition and Renewal or Replacement of Youth Homeless Demonstration Program Grants \(hud.gov\)](#)

DEADLINE

Proposals must be submitted via [e-snaps](#) and emailed to VenturaCoC@ventura.org by **2:00 p.m. on Monday, September 23, 2024**. Submission procedures are described starting on page 9 of this RFP. Applications will be reviewed by VC CoC staff and the VC CoC Data, Performance & Evaluation Committee on October 2, 2024 for recommendations to be forwarded to the CoC Board on October 9, 2024. Proposals that are approved to move forward to be submitted in the Consolidated Application will work with VC CoC staff to revise applications to be most competitive in the HUD CoC application process.

BACKGROUND

This RFP is being released in support of the 2024/25 HUD CoC Notice of Funding Opportunity (NOFO) released on July 31, 2024. A single, consolidated submission of all selected projects in Ventura County will be submitted to HUD by the Collaborative Applicant. VC CoC must submit the application to HUD no later than October 30, 2024. Funding will be derived from Federal Fiscal Year 2024 allocations of HUD funds and is subject to funding approval by HUD.

Competitive Proposed Projects Will:

- Leverage housing and healthcare resources as outlined on page 1;
- Clearly meet the CoC Program funding priorities of HUD and the Ventura County CoC;
- Have a clear plan for acquiring dedicated housing units for the project (PSH; PH-RRH; TH-RRH);
- Describe a housing first and trauma-informed service delivery approach, including low-barrier access to the housing and services that will work effectively with the [Ventura County Coordinated Entry System, Pathways to Home](#);
- Be based upon best practices and the most effective, evidence-based, culturally competent, and individualized client models possible;
- Include plans to successfully meet HUD and local performance measures (PSH; PH-RRH; TH-RRH);
- Be administered by organizations that have demonstrated experience providing similar services and serving the proposed population (all project types);
- Serve households with serious vulnerabilities which may include persons with disabilities and health vulnerabilities, persons with substance use disorders, persons with criminal histories, unaccompanied transitional aged youth and families with minor children;

- Identify any barriers to participation (e.g. lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers;
- Incorporate people with lived experience of homelessness in the planning process including hiring people with lived expertise.

Selection Process: Projects responding to this RFP will be reviewed and ranked by the VC CoC Data, Performance & Evaluation Committee and recommendations will be forwarded to the VC CoC Board for approval on October 9, 2024. Projects will be reviewed in reference to the 2024/25 Ranking and Selection Policy, which includes organizational capacity, project design approach, past performance, design and cost effectiveness. Prior to the full HUD application process, proposals will be reviewed for basic eligibility and other criteria by the VC CoC Data, Performance and Evaluation Committee. The committee is comprised of formerly homeless persons, community professionals, service providers and supported by VC CoC Staff. The committee will review and rank proposals for final recommendations to the VC CoC Board.

Eligible Applicants: Applications will only be accepted from eligible nonprofit agencies, private nonprofit agencies, units of government and public housing agencies. New applicants who have not previously received CoC grant awards are encouraged to apply.

Match Funding Requirements: 25% match funds are required. As described by HUD: “Match and leverage are two distinct categories of program funds that are acquired from other sources not associated with this grant request. Match funds must be used for program eligible costs only and must be equal or greater than 25 percent of the total grant request for all eligible costs with the exception of leasing costs.”

GENERAL REQUIREMENTS

1. With the exception of renewal grants, HUD will only fund **new or expanded** projects with bonus funding. Funds cannot be used to close a funding gap or replace lost funding in an existing housing project or service program. Project applicants must demonstrate that they are not replacing other funding sources. The population to be served must be homeless or chronically homeless as defined by HUD. The final definition for chronically homeless can be found here: <https://www.hudexchange.info/resource/4847/hearth-defining-chronically-homeless-final-rule/>
2. Projects must be able to meet timeliness standards. The applicant is expected to initiate approved projects promptly in accordance with the requirements that are specified in the 2024/25 HUD CoC NOFO. Grant terms and associated grant operations may not extend beyond the availability of funds. Applicants must plan accordingly and only submit applications that can achieve project goals and outcomes within the specified grant term.
3. Applicants must meet HUD recipient and/or sub-recipient eligibility requirements.
4. Participation in the [Homeless Management Information System \(HMIS\)](#) is required of all HUD grant recipients.
5. Participation in the Coordinated Entry System, [Pathways to Home](#) in Ventura County is required including filling units with referrals from Pathways to Home and prioritizing resources for the most vulnerable persons and households.

6. Projects must provide documentation of 25% match of eligible funds or in-kind services. An MOU is required with submission if applicant is fulfilling match with in-kind services.
7. Permanent Supportive Housing, Rapid Re-Housing and Joint Transitional Housing – Rapid Re-Housing projects must provide on-site supportive services or have an agreement in place for a partner agency to do so.
8. Reallocation is a process CoCs use to shift funds in whole or in part from existing eligible renewal projects to create one or more new projects without decreasing the CoC’s ARD. New projects created through reallocation must meet the requirements in sections I.B.3.a, III.B.4.a.(3), (4) and (5), and the project eligibility and project quality thresholds established in sections III.C.4.a. and b. of this NOFO. CoCs may only reallocate eligible renewal projects so long as the renewal project being reduced or eliminated has a current grant agreement and has renewed under the CoC Program at least once. First time renewals are not eligible for reallocation.

PROJECT TYPES

Permanent Supportive Housing:

In order to increase the number of beds specifically for the chronically homeless population and work towards the goal of ending chronic homelessness in Ventura County, new or expanded projects for Permanent Supportive Housing (PSH) should propose to exclusively serve the chronically homeless adult population.

Eligible activities include: Leasing, Rental Assistance, Supportive Services, Operations and HMIS. All components require a 25% match except for leasing. Leasing also requires that rent not exceed Fair Market Rent. <http://www.venturacoc.org/for-providers/coc-documents>

Information on eligible activities and expenses can be found in the Interim Rule (<https://www.hudexchange.info/resource/2033/hearth-coc-program-interim-rule/>)

Supportive Services Only for Coordinated Entry (SSO-CE):

Additional support is needed for VC CoC’s coordinated entry system to provide housing navigation and assist in obtaining documentation on households experiencing chronic homelessness. There must be a strategy for advertising to reach homeless persons with the highest barriers and be accessible for persons with disabilities.

Eligible activities include: Street Outreach and Housing Navigation case management services that support facilitating connection to services and housing through coordinated entry. All components require a 25% match except for leasing. Leasing also requires that rent not exceed Fair Market Rent. <http://www.venturacoc.org/for-providers/coc-documents>

Information on eligible activities and expenses can be found in the Interim Rule <https://www.hudexchange.info/resource/2033/hearth-coc-program-interim-rule/>

Permanent Housing-Rapid Re-Housing (PH-RRH):

Competitive proposals will have a clear plan for assisting homeless individuals and families to secure rental housing in Ventura County’s competitive market.



Expanded programs must propose to increase the number of persons/families served by their currently funded program. Competitive applications will propose to serve underserved and vulnerable populations including unaccompanied youth.

Eligible activities include: Rental Assistance, Supportive Services, Operations and HMIS. All components require a 25% match. <http://www.venturacoc.org/for-providers/coc-documents>

Information on eligible activities and expenses can be found in the Interim Rule (<https://www.hudexchange.info/resource/2033/hearth-coc-program-interim-rule/>)

Joint Transitional Housing-Rapid Re-Housing (TH-RRH):

Competitive proposals will have a clear plan for assisting homeless individuals and families with the highest needs, using an evidence-based approach designed to provide stable housing and services that move participants towards self-sufficiency within a 24-month period. Competitive applications will propose to serve underserved and vulnerable populations including unaccompanied youth.

Eligible activities include: Leasing of a Structure or Unit, Operating Costs for Transitional Housing, Rental Assistance, Supportive Services, Project Administrative Costs and HMIS. All components require a 25% match. <http://www.venturacoc.org/for-providers/coc-documents>

Information on eligible activities and expenses can be found in the Interim Rule (<https://www.hudexchange.info/resource/2033/hearth-coc-program-interim-rule/>)

HMIS:

Competitive proposals will have a clear plan on how the current activities will be expanded for the CoC's geographic area; How the HMIS funds will be expended in a way that is consistent with the CoC's funding strategy for the HMIS and furthers the CoC's HMIS implementation and how the HMIS produces all HUD-required reports and provides data as needed for HUD reporting (e.g., APR, quarterly reports, data for CAPER/ESG reporting) and other reports required by other federal partners.

Eligible activities include: HMIS and Project Administrative Costs. All components require a 25% match. <http://www.venturacoc.org/for-providers/coc-documents>

Information on eligible activities and expenses can be found in the Interim Rule (<https://www.hudexchange.info/resource/2033/hearth-coc-program-interim-rule/>)

PERFORMANCE MEASURES

For the project quality threshold, new or expanded project applications must meet the following criteria:

1. Whether the type, scale, and location of the housing fit the needs of the program participants;
2. Whether the type and scale of the supportive services fit the needs of the program participants—this includes all supportive services, regardless of funding source;



3. Whether the specific plan for ensuring program participants will be individually assisted to obtain the benefits of the mainstream health, social, and employment programs for which they are eligible to apply meets the needs of the program participants;
4. Whether program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs;
5. Whether at least 75 percent of the proposed program participants come from the street or other locations not meant for human habitation, emergency shelters, safe havens, or fleeing domestic violence.

System Performance Threshold Data Requirements:

1. Housing Stability: 85% of CoC program participants remain in permanent supportive housing or exit to another permanent destination;
2. Jobs and Income Growth: At least 55% of CoC program adult participants gain or increase their income from employment and other sources;
3. Mainstream Benefits: 56% of CoC program participants obtain or retain non-cash mainstream benefits.

EVALUATION and PROJECT SELECTION PROCESS

The VC CoC Data, Performance and Evaluation committee will review submissions and make final determinations. Committee members will be unbiased and cannot have a personal or financial interest in final recommendations. The VC CoC Ranking and Selection Policy and scoring tool is posted at www.venturacoc.org.

The successful project(s) will be recommended for selection based on the following criteria:

1. Meets minimum requirements of HUD
2. Experience and Capacity of the Applicant
3. Project/Program Features
4. Vulnerabilities of target population
5. Past or current system performance and plans to achieve satisfactory performance
6. Applicant Readiness to Submit Full Application
7. Ventura County Continuum of Care Priorities

Projects responding to this RFP will be reviewed and selected by the VC CoC Board on October 9, 2024. Proposals will be reviewed in reference to project priority, organizational capacity, project approach, design and cost effectiveness.

REQUIRED ATTACHMENTS in e-SNAPS: <https://www.hudexchange.info/programs/e-snaps/>

1. SF-424 Application for Federal Assistance;
2. SF-424 Supplement, Survey on Ensuring Equal Opportunities for Application required for nonprofit applicants only where completion and submission of this survey is voluntary;
3. Form HUD-2880, Applicant/Recipient Disclosure/Update Report;
4. SF-LLL, Disclosure of Lobbying Activities (if applicable);
5. Form HUD-50070, Certification for Drug-Free Workplace;
6. Applicant Code of Conduct that complies with 2 CFR part 200.
7. Match commitments for a minimum of 25%.



8. New PSH and RRH project applications demonstrating coordination with housing providers as referenced in section I.B.3.c of this NOFO. Formal letter of commitment for leveraging non-CoC/ESG funded housing units/subsidies. Commitment must include details of number of units/subsidies, with at least 25% of the units included in the project, demonstrate the number of subsidies or units being provided to support the project and funding sources.
9. New PSH and RRH project applications demonstrating coordination with healthcare organizations as referenced in section I.B.3.c of this NOFO. Formal letter of commitment for leveraging healthcare resources to support individuals and families experiencing homelessness. Formal agreement must include the project name, with at least 25% value of commitment and specific dates the healthcare resources will be provided.

ADDITIONAL INFORMATION

The regulations for the Continuum of Care program may be found at:

<https://www.hudexchange.info/coc/coc-program-law-regulations-and-notices/>

A Workshop for new and renewal applicants will be held on **September 4 from 1pm-2:30pm** on Zoom:
Meeting ID: 898 1008 9847

<https://us02web.zoom.us/j/89810089847>

All parties intending to apply for funding are strongly encouraged to review the program regulations. Proposals which do not conform to the regulations will not be considered for funding. Please contact Alicia Morales-McKinney at (805) 654-5108, or at alicia.morales-mckinney@ventura.org with questions about HUD programs.

SUBMISSION PROCEDURE

Please use e-snaps to prepare and submit a project proposal being certain to answer all questions and referencing the 2024 VC CoC Rank and Review Policy for scoring of new project proposals.

E-snaps can be accessed at: <https://esnaps.hud.gov>

In addition, email one PDF copy of the complete e-snaps application with a cover letter signed by the organization's authorized representative to VenturaCoC@ventura.org **by 2:00pm on September 23, 2024.**

Additional supportive documentation may be requested by CoC staff of new applicants.

AWARD OF FUNDS

The project(s) selected by the VC CoC Board will be notified no later than October 10, 2024. Please be aware that applications need to be finalized in e-SNAPS by **2:00pm September 23, 2024** to submit the VC CoC's Consolidated Application. If the funding is awarded by HUD, grant funds are estimated to be made available by HUD by **the first half of calendar year 2025**. The timing of awards and grant-making by HUD is outside of the control of the County of Ventura or VC CoC. Agencies seeking and receiving new funding must be aware of all operating year start and end dates and must make arrangements to cover any period of which a HUD funding award is pending, delayed, or not awarded.