



Frequently Asked Questions

RFP for Funding and Technical Assistance to Plan and Implement Keeping Families Together Supportive Housing in Minnesota and Washington

The following questions and responses are being provided to assist organizations interested in applying to CSH's *Funding and Technical Assistance to Plan and Implement Keeping Families Together (KFT) Supportive Housing in Minnesota and Washington* RFP competition. Please direct any additional questions to 1Roof@csh.org by September 30, 2020.

Resources

1. Q: Will a copy of the Bidders Webinar presentation be made available?

A: A video recording of the presentation has been posted online and is available to view from the RFP webpage [here](#).

Applicant Eligibility and Experience

2. Q: Can an organization/agency who is currently engaged in a One Roof initiative implementing KFT also engage in an application to serve the same county or geographic region through this current KFT RFP opportunity?

A: No. The following geographic areas are not eligible to be included within the proposed service area through this current KFT RFP opportunity: Hennepin County, MN; King County, WA; Snohomish County, WA.

3. Q: Can an organization/agency who is a current partner engaged in a One Roof initiative implementing KFT in a community be excluded from applying for this opportunity in a separate region and/or county?

A: An organization or agency may serve multiple counties/regions, or may be statewide. While a community/jurisdiction may be ineligible due to the presence of a current One Roof/Keeping Families Together initiative in their community/jurisdiction, partners in that effort may also serve an entire state or broader region and be a potential eligible applicant for other communities/regions within their service area. While only one application will be accepted per lead agency, an agency/organization may be involved in more than one application as a partner.

4. Q: Can an organization/agency with a statewide or large regional service areas serve as a partner in multiple applications?

A: Yes. While only one application may be submitted by a lead organization, it is anticipated that there will be some common partners across multiple applications. For example, a statewide Public Child Welfare Agency, a Balance of State Continuum of Care, or multi county services provider, could likely serve communities who may not currently be engaged in a One Roof initiative implementing KFT.

5. Q: Is an applicant required to already have a housing program?

A: No. This opportunity is intended to support selected communities through the phases and steps for planning and implementation of Keeping Families Together supportive housing. The application asks for applicants to identify what housing and services



resources that may exist or be available to create capacity for successful local implementation.

6. **Q: It seems that the applicants may need to serve an urban/suburban population, based on the examples provided during the Bidders Webinar. Is there a possibility that a rural county would be selected to be funded?**

A: CSH encourages urban, suburban and rural counties and regions to consider this opportunity. Multiple counties may choose to join together as a region. Examples may include existing multi-county regional partnerships for child welfare, Continuums of Care, or other such geographic approaches to coordination.

7. **Q: Is it a requirement that an applicant must have participated in a prior webinar or learning conversation to be eligible?**

A: No. Prior engagement in CSH training or technical assistance offerings is not an eligibility requirement for applicants responding to this RFP.

Time Commitment and Expectations

8. **Q: How much staff time should select sites anticipate being involved with each of the three phases over the course of the grant period?**

A: Although CSH cannot provide an exact estimate in terms of number of hours, it is important that the lead agency and staff person be prepared to devote significant effort and time to ensure that this initiative stays at the top of the many competing priorities in the community and can keep moving forward quickly. There are likely to be community, partnership and proposal related differences that will impact the necessary staffing commitment from the lead agency, core project leadership team and other stakeholders. Applicants may find that a range of .20 to .50 of a full-time employee acting as the project lead will be needed for an effort such as this to be successful.

9. **Q: When would funding and technical assistance be expected to commence?**

A: CSH expects to announce site selection by November 20, 2020 with an initial funding disbursement likely in December 2020 after any remaining requirements and an executed agreement with CSH are completed. We anticipate technical assistance beginning with the selected communities in January 2021.

Application Details

10. **Q: Please confirm if the KFT grant award requires the implementation of phase 2 to engage the physical placement of families into housing? For example, what if a team of partners from a county/region is interested in the system and process design for this project and ultimate supportive housing linkage, but will not have physical supportive housing in place until summer of 2022.**

A: CSH expects that selected sites will ensure that the planning and related systems/process changes will result in initial implementation and ongoing sustainability. Ideally families would begin receiving housing with services during the engagement period. There may be interim strategies to consider while longer term sustainable solutions are finalized. Such applicants are encouraged to apply.

- 11. Q: One of the challenges in many communities is a severe shortage of affordable housing. Objective 1 of the RFP sets the stage to plan, launch and implement KFT supportive housing model. Does the KFT supportive housing model incorporate strategies to overcome the lack of affordable housing?**

A: Please see Appendix A, section 5 Housing Resources where applicants are asked to discuss the housing resources being considered. CSH encourages applicants to work with key stakeholders to explore housing issues and potential opportunities within a community or region. Through the technical assistance provided recipients will further assess and identify strategies to address affordable housing.

- 12. Q: Our county has an urban and rural divide and there is a limitation of service providers and community stakeholders. Typically, there are separate approaches for rural and urban areas of the county. Is the hope to create a singular and unified system to address the entire county's needs?**

A: CSH encourages applicants to propose the system or approach that the partners are interested in exploring and through technical assistance this would be refined to align with broader regional goals.

- 13. Q: Is there a certain age group that is being targeted as part of the approach? I.e. woman/man ages 21 – 35 with minor children with housing instability?**

A: See Appendix A, section 4 Data and Targeting for more information. CSH encourages applicants use data currently available to develop the initial proposal. Technical assistance from CSH will provide additional guidance and support for analyzing data to further refine and understand the needs of families with child welfare involvement.

- 14. Q: If the applicant does not currently own, manage or lease housing units, does this disqualify them?**

A: Currently owning, operating or master leasing housing is not necessary to be an eligible applicant. Through CSH's technical assistance, the selected applicant and partners would identify and expand the available continuum of housing for child welfare involved families.

- 15. Q: Regarding the letter of support, are there any criteria or points that the Homeless Management Information System (HMIS) lead administrator will need to address in the letter of support?**

A: A letter from the (HMIS) Lead Administrator documenting their support for this work in the applicant's proposal is required. Points to consider include a proposed project's overall planned approach to using data as well as relevant steps of the phases of KFT implementation such as analyzing local need for eligible families, planning the referral system and monitoring the implementation and outcomes.

HMIS lead administrators are envisioned to help communities navigate HMIS using their core competencies. Examples may include helping communities see and utilize their HMIS data, support data collection, extraction and visualization, provide advice on data quality,



help partners understand and navigate HMIS data, offer technical advice, and in moving towards scaling of KFT, explore linkages between HMIS and child welfare data.

CSH's *Supportive Housing Needs Assessment* and *Racial Disparities and Disproportionality Index* at www.csh.org/data may offer additional insight. Technical assistance from CSH with selected sites will offer additional guidance and support for analyzing and matching HMIS and other relevant cross sector data.

16. Q: Is the HMIS lead administrator a required member of the Core Project Leadership Team?

A: No, the HMIS lead is not a required member of the Core Project Leadership team. Jurisdictions are encouraged to determine which lead agency staff and partners should be a part of the Core Project Leadership Team in addition to determining which staff and partners are important to contribute through other roles that will support the overall proposed project as relevant within the local context.