

SUPPORTING REPLICATION (SURE) OF HOUSING INTERVENTIONS IN THE RYAN WHITE HIV/AIDS PROGRAM REQUEST FOR PROPOSALS FREQUENTLY ASKED QUESTIONS

What is the purpose of this initiative?

The purpose of the SURE Housing initiative is to implement and adapt housing-related intervention strategies for the following three priority populations of people with HIV experiencing unstable housing, who often have the highest HIV-related disparities:

1. Lesbian, Gay, Bisexual, Transgender, and Queer or Questioning (LGBTQ+) people;
2. Youth and Young Adults (aged 18-24); and
3. People who have been Justice-Involved.

The initiative focuses on selected housing intervention strategies that have demonstrated effectiveness in improving housing access and stability and health outcomes. Selected sites will adapt, implement, and evaluate intervention strategies that will be used to create products to promote the replication and scale-up of housing intervention strategies in HIV service delivery organizations nationally.

What is the definition of unstably housed?

Unstable housing includes but is not limited to literal homelessness (i.e., lacking a fixed, regular, and adequate nighttime residence, including sleeping in a place not meant for human habitation, such as a park bench, vehicle, bus, train or subway station, abandoned building, or anywhere outside, etc.); 25 temporary housing (e.g., transitional housing, hotel or motel, or temporary arrangement with family or friends); and unstable housing arrangements (e.g., emergency shelter, jail, prison, or juvenile detention facility, or not having a lease, ownership interest, or occupancy agreement in permanent housing).

Who is considered justice involved?

Justice involved refers to any person who is engaged at any point along the continuum of the criminal justice system as a defendant (including arrest, incarceration, and community supervision). For more information regarding RWHAP eligible services for people with HIV who are justice involved, refer to: [Policy Clarification Notice \(PCN\) #18-02: The Use of Ryan White HIV/AIDS Program Funds for Core Medical Services and Support Services for People Living with HIV Who Are Incarcerated and Justice Involved.](#)

What are the selected interventions?

- Youth (aged 18-24): Rapid Rehousing for Youth (RRH for Youth)
- Person who are or have been Justice involved: Enhanced Housing Placement Assistance
- LGBTQ+: Gender Affirming Housing and Services (Our Trans Home Rental Subsidy)

These interventions were selected after careful review of evidence based and evidence informed interventions. Emerging interventions were also considered. Committees of technical assistance providers, HIV and housing

providers and people with lived expertise convened to review interventions to consider which would be most impactful and likely to have success in adaptation and replication for the unique needs of each priority population.

Do sites have to select one intervention and one priority population?

The interventions have been selected for each priority population. Applicants should choose just one intervention to implement.

- For youth (ages 18-24) the intervention is Rapid-Rehousing for Youth.
- For people who are justice involved, the selected intervention is Enhanced Housing Placement Assistance.
- For LGBTQ+ people, the selected intervention is Gender Affirming Housing and Services.

How do we best apply if we serve populations who fit into multiple of the priority groups?

Sites are only eligible to apply for one intervention strategy to support the corresponding key population.

Who is eligible to apply for funding?

Current RWHAP-funded organizations who are housing providers or are partnering with housing service organizations operate within the 50 States, the District of Columbia, Puerto Rico, the U.S. Virgin Islands and 6 U.S. Pacific jurisdictions.

Are state health departments eligible to apply?

Yes, if they are receiving RWHAP funding presently. Any currently funded RWHAP organization is eligible to apply for the SURE Housing Initiative.

Are HOPWA funded agencies eligible to apply?

Agencies who are currently receiving funding from HOPWA are eligible to apply if they are also current recipients of RWHAP funding. Selected sites will demonstrate the ability to leverage resources (e.g., HUD/HOPWA, RWHAP Parts A-D, Ending the HIV Epidemic, or other relevant funding) for the provision of housing services in their application.

Are there specific geographical areas you are looking at for this RFP?

No. Funding is available to RWHAP eligible recipients or subrecipients that operate within the 50 States, the District of Columbia, Puerto Rico, the U.S. Virgin Islands and 6 U.S. Pacific jurisdictions.

Is this a status neutral housing initiative? Do site participants have to be living with HIV?

All site participants must be living with HIV to qualify for the SURE Housing Initiative.

Does the applicant have to be a legal resident in the USA to receive SURE Housing Initiative Funding?

Sites must be currently funded under the RWHAP to apply. Clients at selected sites do not have to be US citizens. [Policy Clarification Notice \(PCN\) #16-02: Ryan White HIV/AIDS Program Services: Eligible Individuals & Allowable Uses of Funds](#) states: Immigration status is irrelevant for the purposes of eligibility for RWHAP services. RWHAP recipients or subrecipients should not share immigration status with immigration enforcement agencies.

When are applications due?

All proposal items must be submitted ELECTRONICALLY by 11:59pm Eastern time on Wednesday March 8, 2023 to HRSA.TA@csh.org. Note: hard copies of proposal or application materials will not be accepted. Proposal narrative (including project abstract) must be submitted in a single PDF and should not exceed fifteen (15) single-spaced pages using 12-point font, minimum 1.0 line spacing, and one-inch margins. Attachments 1-5 do not count towards the 15-page limit.

Does a Staffing Plan or Organizational Chart need to be included in my proposal?

A staffing plan is required as part of the Project Description section of the narrative. Please describe the project staffing plan, including whether you are hiring new staff or transitioning existing staff to fill positions. Additional considerations/requirements are listed per intervention in the RFP. Applicants may include a staffing plan chart or organizational chart to show where this project will sit in the organization if they so choose to organize and share information in this way, please note your staffing plan must be included within the 15-page limit proposal submission.

Do implementation sites need to work with an Institutional Review Board?

Yes, the evaluation for this initiative involves research on human subjects. The evaluation plan and protocols must be approved by an Institutional Review Board (IRB).

1. All project staff must successfully complete training on Human Subjects Research, such as the CITI training, and submit their post-training certificate to the Evaluation Provider.
2. Apply for approval of the evaluation from an Institutional Review Board with the support of the EP.
 - a. Note: There will be a cost to implementation sites for IRB approval if external IRB review is needed. Please include this cost in your proposed budget.

Will assistance be provided for the Institutional Review Board process?

The Evaluation Provider (EP) will provide support to sites in obtaining and working with an IRB. Please note the following from the RFP (Program Expectations section):

1. Apply for approval of the evaluation from an Institutional Review Board with the support of the EP
 - a. Note: There will be a cost to implementation sites for IRB approval if external IRB review is needed. Please include this cost in your proposed budget. In addition, additional IRB considerations will be required for data collection from individuals who are incarcerated.
2. From the Evaluation Capacity section (emphasis added):
 - a. Describe any experience your organization has working with an Institutional Review Board (IRB) on research or program evaluation activities and your plan to engage with an IRB for this project.

- b. Note: Previous experience with an IRB is not a requirement, and sites will receive support from the EP on obtaining IRB approval.

Considering the dedicated staffing requirements of at least 2.5 FTE staff, the annual maximum award of \$250,000, and the participant enrollment numbers, how much of the direct housing support is expected to be paid by this award vs leveraged funding?

For awardees, funds from the contract with the ITAP (CSH) all SURE Housing Initiative Funds must be used in accordance with allowable uses of RWHAP funds, as described in [Policy Clarification Notice \(PCN\) #16-02: Ryan White HIV/AIDS Program Services: Eligible Individuals & Allowable Uses of Funds](#). Sites are expected to utilize and leverage partnerships and funds from other sources including HOPWA, other HUD programs, and other state or local programs to implement the intervention.

Are sites expected to enroll 50-75 people for each focus population annually or throughout the entire project period?

The enrollment numbers in the RFP for each focus population refer to total enrollment in the evaluation for the entire project period.

Can SURE Housing Initiative funding be used to serve current individuals participating in housing services to evaluate these services?

Funds for this initiative are expected to be used to serve additional individuals specifically in the intervention for the focus population the applicant selects.

Which platform will be used to enter and store data regarding client outcomes?

An online electronic data collection system consisting of a custom-built website and REDCap will be built by the EP and used by site staff to enter data. The EP will provide staff with login information and training on this system. The platform will be accessible through the internet, so no special technology is required beyond reliable internet access and a web browser.

Are chart reviews medical chart reviews? Case Management? All of the above?

The chart reviews refer to clinical data from the medical chart, whether electronic or paper.

Is the rental assistance bound by the area Fair Market Rent (FMR)?

Rental assistance under the SURE Housing Initiative is not bound by FMR. However, since applicants are encouraged to demonstrate leveraged funding with other housing grants such as HOPWA, we encourage providers to search for affordable housing in alignment with their HOPWA grantee's rent standard, such as FMR.

Can SURE Housing Initiative funds be used to pay deposits?

No. [PCN 16-02](#) states: Housing activities cannot be in the form of direct cash payments to clients and cannot be used for mortgage payments or rental deposits.

Can these funds be used for scattered site master leases?

Funds cannot be used for master leasing. All leases must be in the tenant's name.

Are organizations who provide housing services within the company eligible to apply for funding?

Yes. Organizations that provide housing service in-house are eligible to apply, if they are a current RWHAP recipient or subrecipient. In-house housing services may include but are not limited to landlord engagement, housing identification and casework to support retention in housing (resolving issues, increasing income or mainstream benefits). Supportive housing funding mechanisms may include but is not limited to RWHAP, HOPWA, other HUD funding such as CoC and ESG, and state and local funds.

Under what circumstances are sites expected to submit Memorandums of Understanding?

Memoranda of Agreement and Letters of Support as specified in the RFP Appendix must be included and should demonstrate strong community connections necessary to implement the intervention.