2015 Continuum of Care - New Projects RFP - Q&A

Q. #	RFP	Date Received	Question	Answer
1	CoC - New Projects RFP	4/17/2015	Do you provide the Tenant Based Vouchers for: G. Program Component: Permanent Supportive Housing (PSH) - page 9 of the RFP?	There are no "vouchers" available through the CoC Program. Clients receive certificates for tenant based rental assistance through the CoC Program.
2	CoC - New Projects RFP	4/28/2015	When responding to an RFP we are to upload core documents into FileShare. Since we have uploaded information in the past, do you prefer that we leave the old documents in the system and just add the new documents, or do you prefer that we delete the old documents and leave only one set of current information in the system?	Proposers do not have the ability to delete documents in FileShare. LAHSA will archive documents in FileShare on a periodic basis. If an agency would like to delete documents, a request would have to be submitted to LAHSA identifying the documents the agency wishes to delete.
3	CoC - New Projects RFP	4/29/2015	I am preparing a proposal for the RRH portion of the CoC Program, and will be utilizing a scattered site housing model: Question #30 - By "units", does this mean number of apartments, or the number of families? Is a "bed count" mandatory?	"Units" means apartments and a "bed count" is mandatory. Please note, however, that the bed count does not include cribs.
4	CoC - New Projects RFP	4/29/2015	I am preparing a proposal for the RRH portion of the CoC Program, and will be utilizing a scattered site housing model: Question #34 - How does one determine or obtain information regarding whether or not a specific property was conveyed through Title V?	Please reference the link link below from HUD's website for information about Title V or contact the Title V Information Center at 1-800-927-7588. https://www.hudexchange.info/find-a-resource/title-v/
5	CoC - New Projects RFP	4/29/2015	I am preparing a proposal for the RRH portion of the CoC Program, and will be utilizing a scattered site housing model: Question #48 - "Will more than 16 persons live in one structure?" - Does this mean 16 or more program participants, or in general? Under a scattered site model, if a family is moved into an apartment building, there would be more than 16 people in a general count.	Think of the question this way: Will more than 16 persons live in one unit (house/apartment)? If the proposer anticipates serving a household of this size in one unit, the answer to this question would be "yes".
6	CoC - New Projects RFP	4/29/2015	I am preparing a proposal for the RRH portion of the CoC Program, and will be utilizing a scattered site housing model: Question #56 - Would property managers have information about any potential active restrictive covenants? Is this something that would normally be found in a tenant lease agreement? Should it be found in a tenant lease agreement?	Information about an active restrictive covenant would not necessarily be found in a tenant lease agreement. Property owners or managers would likely know of any active restrictive covenants on a property.
7	CoC - New Projects RFP	4/30/2015	Where do we show security deposits on the budget form?	Security Deposits should be included as a part of Rental Assistance on the budget template.

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8	CoC - New Projects RFP	4/30/2015	The directions state to NOT put in salary or benefits. But if we are not putting in a salary or benefits, how do we quantify the amount we are requesting?	Simply by indicating the number of Full Time Equitant (FTE) for each position and if benefits are to be included, combined with any non personnel cost items and the total amount requested for each subactivity is sufficient for a CoC budget. (for example for the Case Management subactivity: Case Managers, 1.5 FTE w/benefits; prorated share of telephone & office supplies; and in the Annual Assistance Requested column: $52,500.)
9	CoC - New Projects RFP	4/30/2015	If we are using scattered site housing, do you require a business license for each one at the time we apply? Often we don't know the right housing match until we have completed housing readiness with the clients.	For the purposes of this application, each proposer will be required to submit **their** business license for the city they intend to provide services/housing. A business license does not need to be submitted for each unit in a scattered site program. Please check with the cities that you intend to provide services/housing in to check for any additional requirements.
10	CoC - New Projects RFP	4/30/2015	If we house someone with rapid rehousing, is that client later eligible for Housing choice vouchers (given they meet eligibility factors)? What if we do rapid rehousing for less than 5 months and 29 days?	Neither HACLA or HACoLA have a rapid re-housing program. Regarding Housing Choice Vouchers ("Section 8"), the client could possibly qualify for HCV; however, the waiting list is currently closed.
11	CoC - New Projects RFP	4/30/2015	Can rapid rehousing be used for crisis housing or bridge housing?	No.
12	CoC - New Projects RFP	4/30/2015	Is there a priority for TAY population?	Not at this time.
13	CoC - New Projects RFP	4/30/2015	Is there a priority for Veteran population (other than honorable discharged):	Not at this time.
14	CoC - New Projects RFP	4/30/2015	When a PHA is submitting an application for PSH and will provide supportive services through multiple service providers, is the PHA required to identify a lead service provider?	Please reference the RFP, in particular, please read L. Joint Offers and Section II.A.(a) Phase 1:Threshold Review - Experience for additional guidance on what is required for proposals with formal collaborations.
15	CoC - New Projects RFP	4/30/2015	According to LAHSA's list of Core Documents, when a PHA applies as the lead applicant for PSH and will be utilizing multiple service providers, is the PHA only required to upload the core documents that apply to the PHA and other nonprofit documents will not apply?	Please reference the RFP, in particular, please read L. Joint Offers and Section II.A.(a) Phase 1:Threshold Review - Experience for additional guidance on what is required for proposals with formal collaborations. A proposer must submit a justification for any listed Core Document that is not submitted as part of the proposal.

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16	CoC - New Projects RFP	4/30/2015	According to the PSH and RRH Match requirement, can the 25% match be an aggregate of financial contribution and in-kind services? Can match be from other federal resources?	Yes, match can be an aggregate of Cash and In-Kind source. Yes, other Federal sources may be used, provided that source is not prohibited from use as match. If selected, proof of all match, including MOU's for In-Kind Services as well as written Authorization from other sources will be required (some may be required for the NOFA application).
17	CoC - New Projects RFP	4/30/2015	According to the PSH Match Requirement, can 25% of the match be the cost of budgeted staff for the provision of supportive services and case management?	Match is actual cash or in-kind resources **contributed** to the grant. "Budgeted staff" for which costs are reimbursed by the grant are NOT eligible as match. Budgeted staff for which costs were incurred and reimbursed by another source are eligible as match, provided the other source allows their funds to be used as match. NOTE: Program Income is NOT eligible for use as match.
18	CoC - New Projects RFP	4/30/2015	If documents were uploaded into FileShare for the Crisis Housing RFP, do we need to upload the Core Documents again? Do they need to be dated differently?	Possibly, the most up to date documents need to be uploaded. If documents have expired or are beyond the required time frame, new documents would need to be uploaded in order to pass threshold. Additionally, a Core Documents and Litigation Certification are required to be uploaded for each RFP.
19	CoC - New Projects RFP	4/30/2015	Most of the response boxes asking for clarification do not show a character limit (e.g Questions 36 & 37).Please advise.	There are no character limits for the clarification questions. We recommend limiting your answer to the most important information.
20	CoC - New Projects RFP	4/30/2015	I have looked in File Share and still cannot find a document called "Litigation and/or Contract Compliance Certification". It is not among the documents previously filed.Please explain where it can be found and how I can add it to the list of documents on File Share.	Please refer to the RFP webpage and click on "Analytic Status Reports and Certification Documents" to access the certification documents. The document should be uploaded to FileShare in the Core Documents Certification folder if your agency does not have a Litigation Certification folder in FileShare.
21	CoC - New Projects RFP	4/30/2015	Would you please give some guidance on the format you want to see for the Collaboration Org. chart?	The format of this document is up to the proposer's discretion.
22	CoC - New Projects RFP	4/30/2015	For PSH, can you provide a funding breakdown by PHA?	No, we don't currently have that information as awards are based on the top rated applications/projects.
23	CoC - New Projects RFP	4/30/2015	For PSH, will the subrecipient issue the monthly rental subsidy to the landlord or will the subsidy come from the PHA?	The PHA pays the subsidy to the landlords usually via direct deposit.

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24	CoC - New Projects RFP	4/30/2015	For PSH, if the subrecipient is issuing the monthly rental subsidy, is the subrecipient responsible for completing unit inspections?	No, the PHA issues the subsidy and conducts HQS unit inspections.
25	CoC - New Projects RFP	4/30/2015	How recent must files be in the Core Documents fileshare? I.e., if a document was uploaded in 2014 but is still applicable, is there any need to re-upload it?	Please see the answer to Question 18.
26	CoC - New Projects RFP	4/30/2015	Can we add vouchers or households for rapid rehousing if we have leftover savings not utilized by the program?	The expectation for these awards is that the financial assistance available be fully utilized within the contract term.
27	CoC - New Projects RFP	4/30/2015	PSH Question: If someone who is vouchered loses their voucher once in housing or ports out of the housing authority after one year, does the lead agency receive a replacement voucher for a new applicant?	There is no portability under the CoC (formerly S+C) Program and clients receive certificates, they do not receive vouchers.
28	CoC - New Projects RFP	4/30/2015	PSH Question: We are submitting a collaborative application for the PSH in our SPA. Our plan is to apply for the vouchers and give them to providers in our CES Collaborative. Two of our partner agencies are in the County of Los Angeles and will be utilizing HACoLA vouchers (the rest of the partners are in the City of LA and will use HACLA vouchers). Question – Do we need to indicate the number of HACoLA and HACLA vouchers that we are requesting?	EACH project/proposal may have only one Housing Authority associated with it. There is no limit to the number of projects/proposals.
29	CoC - New Projects RFP	4/30/2015	PSH Question: We know that we must provide a 25% cash match but does the match need to come directly through the lead agency? For example: Other providers are able to contribute the cash match in the form of staff assigned to provide follow-up services but does this money need to be routed through the lead agency to be eligible?	There is a 25% match requirement for the application. If the application is collaborative, the source of match can also be collaborative. Documentation must be provided for all sources of match.
30	CoC - New Projects RFP	4/30/2015	PSH Question: With a collaborative application, how much information for questions #25 and #26 is to come from the lead agency and how much from collaborative partners?	This is up to the discretion of the proposer. However, if the answer is incomplete or inadequate, the application may not pass threshold or quality review. Please reference the Threshold Review and Quality Review sections of the RFP for additional information.
31	CoC - New Projects RFP	4/30/2015	Is question #44 applicable for the PSH application?	No, Question #44 applies to RRH only.

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32	CoC - New Projects RFP	4/30/2015	Question #46 – for PSH, the duration for the rental assistance is indefinite unless the client moves into a non-subsidized form of housing – correct?	Correct.
33	CoC - New Projects RFP	4/30/2015	PSH Question: With a collaborative application – do you want us to upload both the MOU between the lead and each partner agency? Is it ok to also submit an information sheet on each partner agency?	Please reference the RFP, in particular, please read L. Joint Offers and Section II.A.(a) Phase 1:Threshold Review - Experience for additional guidance on what is required for proposals with formal collaborations. Any documentation beyond these requirements will not be reviewed.
34	CoC - New Projects RFP	4/30/2015	Will LAHSA be looking for PSH vouchers to be allocated to all of the SPA's on a distribution basis?	The applications are scored and recommended for award based on the quality of the application submitted in response to this RFP. However, during the Quality Review scoring, there are 5 bonus points awarded in areas of greatest need for Regional Capacity Building.