Day 1 Families Fund Local Competition RFP

RFP ISSUE DATE: January 8, 2024

PROPOSAL DEADLINE: **5:00 pm, January 26, 2024**

Projects apply at: https://www.zoomgrants.com/zgf/Day1FamiliesFund

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Introduction

The Bezos Day 1 Families Fund issues annual leadership awards to organizations and civic groups doing compassionate, needle-moving work to help families experiencing homelessness—including those who are unsheltered or staying in shelters—regain safe, stable housing, and achieve well-being. Their vision statement comes from the inspiring Mary's Place in Seattle: no child sleeps outside.

Since 2018, the Day 1 Families Fund has issued 208 leadership awards totaling $639.1 million to organizations in 48 states, the District of Columbia, and Puerto Rico.

In November 2023, the sixth annual Day 1 Families Fund leadership awards were announced. There were 38 recipients from 23 states, the District of Columbia, and Puerto Rico, which received immediate donations totaling $117.55 million. This funding is designated to agencies to continue their compassionate, needle-moving work to help families move from unsheltered homelessness and shelters to permanent housing with the services they require to achieve stability.

The Tarrant County Homeless Coalition (TCHC) was awarded $2.5 million. This funding will be dispersed within the community to fund enhanced social services, rapid-exit, and diversion, as well as linkage and navigation services for who are experiencing homelessness within our CoC.

Community Need

Historically, our system has served families exceptionally well and has been able to quickly respond to their needs. Unfortunately, in 2022 our system saw a 50% increase in families experiencing homelessness. This increase can be partially attributed to the end of federal funding that was pushed into communities during the pandemic, including a never-before-seen amount of rental assistance. These funds along with the federally mandated eviction moratorium helped keep people housed from 2019 until 2021. With these resources ending paired with a rising housing market, many families in our community are struggling to stay afloat.

Families within our homeless response system average a 4-person household size. Families are often comprised of one or two adults and one to two children. The average age of a child within our system is 6 years old. Our system recognizes families as units consisting of multiple generations, as well as families with a single head of household, unmarried heads of households, and families with children over 18.

Many families are entering the homeless response system for the first time. This situation leaves them with additional challenges as they learn to navigate through the homeless response system and other support systems with which they have had no prior involvement, including social security, workforce commission, etc.

Objectives, Reporting, and Data Collection

Awarded agencies will be required to submit quarterly financial reports to TCHC. Program data will be pulled through HMIS quarterly to review project performance. Reporting requirements will be based on the type of project awarded. All project reporting will be tied back to the objectives below:

> **1. Ending homelessness for families within our CoC.**

2. Providing enhanced supportive services to families experiencing homelessness.

3. Exiting families out of homelessness as quickly as possible

4. Assisting families by navigating the system and linking to stable housing

All awarded agencies will be required to input information and data into HMIS (Homeless Management Information System). Agency representatives will receive training on HMIS, reporting requirements, and data quality.

Competition Highlights

Application Deadline: All completed applications must be submitted electronically through the ZoomGrants application system by 5:00pm on January 26, 2024.

Application questions may be submitted via electronic mail to CoCPlanningDepartment@ahomewithhope.org. Answers will be provided in the order in which they are received. Please do not submit the same question twice as you await a response.

The deadline to submit questions related to the content of this RFP is Wednesday, January 24, 2024, by 5:00 p.m. Questions related to the content of the NOFA submitted after this deadline may not be answered.

Competition Timeline

#	Action/ Deadline/ Event	Date
	Day 1 Families Fund Timeline	
1	TCHC announces Day 1 Families Fund award	Tuesday, November 21, 2023
2	TCHC Issues Day 1 Families Competition Timeline	Friday, December 15, 2023
3	*Competition Briefing; Virtual , 10:00-11:00am (Optional)*	*Friday, January 5, 2024*
4	TCHC Issues CoC RFP	Monday, January 8, 2024
5	*ZoomGrants TA Session Virtual , 1:00 - 2:00 PM (Optional)*	*Wednesday, January 17, 2024*
6	**Deadline for RFP questions**	**Wednesday, January 24, 2024**
7	**Project applications due in Zoom Grants**	**Friday, January 26, 2024**
8	*Ranking and Review Committee Meeting: Closed Meeting, 9:30am-11:30am @TCHC*	Friday, February 9, 2024
9	TCHC Board and Executive Committee Approve Funding Awards	Monday, February 26, 2024
10	Project Application Awards Posted to TCHC Website, Distributed to TCHC Board & Applicants	Tuesday, February 27, 2024

Eligible Activities

In this RFP, TCHC makes available $2,000,000 to be awarded to local agencies for the following activities: diversion, rapid exit, enhanced supportive services, and navigation/linkage services.

There will be a proposed funding allocation for each project type listed below. The Ranking and Review Committee will use the proposed allocations during the review period as a guide to determine funding recommendations. Please note these proposed funding allocations are approximate and are only meant to be a guide for allocation.

Diversion is an intervention designed to immediately address the needs of someone who has lost their housing to assist them in securing a permanent place to live. Examples of diversion services include a

negotiated return to their previous housing, transportation assistance to a new permanent housing opportunity, or a reunion with family or friends. Approximate proposed funding allocation: $250,000/annually.

Rapid Exit provides limited financial assistance to those with income potential and minimal barriers to quickly exit homelessness and return to permanent housing. Families benefiting from rapid exit funding are expected to attain self-sufficiency, requiring no further assistance, upon the successful completion of the limited support provided. Approximate proposed funding allocation: $250,000/annually.

For this RFP, enhanced supportive services are services that address the special needs of families experiencing homelessness. Examples include, but are not limited to employment assistance programs, case management, employment counseling, life skills training, childcare, transportation, mental health services, and trauma counseling. Enhanced supportive services should focus on increasing income or ability to work. Families benefiting from enhanced supportive services are expected to attain self-sufficiency, requiring little to no further assistance in the future. Families served with the above-mentioned supportive services will already be housed, primarily though rapid rehousing and emergency housing vouchers. Many of these families may already have housing case managers. The objective of this service category is to deliver supplementary supportive services beyond any existing housing case management that may be in effect. Approximate proposed funding allocation to hire four case managers w/benefits, supplies, fees, and admin: $300,000/annually.

Navigation and Linkage services provides additional services to families experiencing homelessness by assisting with navigating the homeless response system and removing barriers to achieving housing. Examples of these services include community housing navigators and landlord engagement activities. Approximate proposed funding allocation to hire two housing navigators and one Landlord Engagement staff w/benefits, supplies, fees, and admin: $200,000/annually.

Eligible Project Applicants

Eligible project applicants are local nonprofit organizations. Public housing agencies are eligible without limitation or exclusion. For-profit entities are not eligible to apply for grants or to be subrecipients of grant funds.

Applicants do not have to be a current CoC member to apply for this funding but will be required to become a CoC member if they are awarded funding. Membership fees are an eligible budget cost.

Applicants must provide services within Tarrant and/or Parker County.

Project Budgets and Funding Allocations

A budget and budget narrative will be completed with the ZoomGrants system. Though applicants will be awarded two years of funding through this RFP, please submit an ANNUAL (12 month) budget. The provided annual budget will be doubled during the award process.

Eligible expenses include salary costs, direct client service funds (diversion, rapid exit), supplies, HMIS fees, membership fees and up to 10% administrative fees under all service categories. No match is required.

Approximately 2-3 weeks after contract execution, awarded agencies will receive an advance payment for 6 months of their program operating budget. Recipients will be required to submit financial

statements along with quarterly program reports to document their spending. As recipients spend down their previous payment advance, recipients can request additional funding and will continue to receive payments of 6-month increments until their full award has been fulfilled.

If contractual program and financial benchmarks are not being met, TCHC's Board reserves the right to reallocate awarded funding to other recipients, as needed. Contract extensions will be considered on a case-by-case basis.

Application Process

As the recipient of the Day 1 Families Fund, TCHC has chosen to run a local competition for $2 million in funding to serve families in Tarrant and Parker Counties through rapid exit, diversion, enhanced supportive services, and linkage/navigation services. **All application components are due to be submitted in ZoomGrants on January 26, 2024, at 5:00 PM.**

Project application includes:

•   RFP Narrative Responses completed in ZoomGrants system. Use this link to complete an application in ZoomGrants: https://www.zoomgrants.com/zgf/Day1FamiliesFund

•   Budget and budget narrative completed in ZoomGrants system.

Local Scoring & Ranking

Project Evaluation Process

Request for Proposals Application Process

Projects are required to submit a response to the Request for Proposal (RFP) to apply for the Day 1 Families Fund competition. Applicants must submit one application per project. The local RFP contains narrative questions that must be completed by all applicants. A budget and budget narrative are also required.

The Ranking and Review Committee is responsible for scoring the narrative portion of the local competition. A scoring matrix is provided to this committee to assist with the scoring process.

Fund Allocations Process

The Ranking and Review Committee is comprised of objective community members who score project applications, rank projects as required, and make funding recommendations. The committee members are not affiliated with applicant agencies. Committee members are provided with multiple training opportunities regarding the RFP and the scoring process. Members are given materials prior to the deliberations meeting to review, score, accept/reject and rank project applications.

The scores from each member are returned to TCHC for initial project ranking. Committee members deliberate in a closed meeting to make funding decisions. Additionally, the committee will make decisions related to which projects to accept and/or reject in the local competition. Once a consensus has been met, the committee will provide final funding recommendations to the TCHC Board for review and approval.

Appendix E: RFP Narrative Questions for Projects

Agency specific information is questions 1 and 2. There is a 4,000 character restriction for all narrative questions.

3. Which type of project are you applying for in this application?
   Rapid Exit
   Diversion
   Supportive Services
   Linkage/Navigation

4. Provide a description that addresses the entire scope of the proposed project.
   Please address: type of project (Diversion, Rapid Exit, Supportive Services, Linkage/Navigation), target population, number of clients to be served, specific services to be provided, projected outcomes, and coordination with partners.

5. Please describe your organization's capacity to implement the project, including your experience working with families experiencing homelessness in Tarrant/Parker Counties and delivering the proposed services.

6. Do you commit to: using HMIS for this project; requiring staff to attend HMIS training annually; require staff to maintain timely data entry and excellent data quality?
   Yes
   No

7. How will you help participants obtain/maintain permanent housing and achieve self-sufficiency.

8. Describe your project strategies to contribute to the CoC's success in ending and preventing family homelessness.

9. Describe your estimated project implementation timeline; including the schedule for proposed activities, management plan and method for ensuring effective and timely completion of all work.

10. Please describe how your project will ensure privacy, respect, safety, and access to services regardless of race, ethnicity, gender identity, or sexual orientation.

11. Will the project screen out participants based on the following items? Select all that apply.
    Having too little income
    Active or history of substance use
    Having a criminal record
    Mental Health diagnosis or conditions
    History of victimization (e.g., DV, sexual assault, child abuse)
    Project will not screen out participants based on any of the above

Appendix F: New Projects RFP Scoring Criteria

Scoring Category	Measurement	Points Available
Project Type	**5. Which type of project are you applying for in this application?**	**Unscored**
General Description	Maximum points will be awarded to applicants who clearly articulate their project type and design, the target population(s) to be served, projected project outcome(s), and coordination with other source(s)or partner(s). **6. Provide a description that addresses the entire scope of the proposed project. Please address: type of project (Diversion, Rapid Exit, Supportive Services, Linkage/Navigation), target population, number of clients to be served, specific services to be provided, projected outcomes, and coordination with partners.**	**25**
Organization Experience and Capacity	Maximum points will be provided to projects that have experience working with families experiencing homelessness and/or experience providing the proposed project type. **7.Please describe your organization's capacity to implement the project, including your experience working with families experiencing homelessness in Tarrant/Parker Counties and delivering the proposed services.**	**25**
HMIS	**8. Do you commit to: using HMIS for this project; requiring staff to attend HMIS training annually; require staff to maintain timely data entry and excellent data quality? Check all that apply.**	**Not Scored. Projects who do not participate in HMIS will be screened out.**
Outcomes	Maximum points to be awarded to projects that detail specific, tangible, and realistic outcomes concerning their projects and ending family homelessness. **9. How will you help participants obtain/maintain permanent housing and achieve self-sufficiency.**	**20**
CoC Success	Maximum points will be provided to projects that explain how they have aligned their project goals to the CoC strategic plan. **10. Describe your project strategies to contribute to the CoC's success in ending and preventing family homelessness.**	**10**
Timeline Description	Maximum points will be awarded to applicants who clearly describe their project timeline including, but not limited to, development of the program, hiring staff, enrolling clients, and participating in HMIS. **11. Describe your estimated project implementation timeline; including the schedule for proposed activities, management plan and method for ensuring effective and timely completion of all work.**	**10**
Equity	Maximum points will be awarded to projects that detail how they will ensure equitable access to their project for all listed examples. **12. Please describe how your project will ensure privacy, respect, safety, and access to services regardless of race, ethnicity, gender identity, or sexual orientation.**	**5**
Housing First / Low Barrier	Maximum points will be awarded to applicants whose answer is none of the above. Applicants who check 3 or more boxes receive zero points. **13.Will the project screen out participants based on the following items? Select all that apply.**	**5**

Appendix G: Budget

When completing the budget of this RFP, please input the **ANNUAL** (12 month) amount requested. To be considered for funding, please complete a budget narrative within the ZoomGrants application. The budget narrative should include a thorough breakdown of expenses.

HMIS fees average $2,500 annually. Membership fees vary depending on organizational size. You can find a breakdown of those fees on our website at ahomewithhope.org. Applicants are encouraged to include these costs in the budget below.

Budget Line Item	**Annual** Funding Request
Direct Client Assistance (Diversion, Rapid Exit, etc.)	
Salaries: Personnel (with Fringe)	
Supplies	
Membership Fees	
HMIS	
Project Administration (up to 10%)	
Total Costs PLUS Admin	