

Request for Qualifications

Indiana Balance of State Continuum of Care Evaluation and Planning Project

**Indiana Balance of State Continuum of Care (IN 502)
And
Indiana Housing and Community Development Authority**

March 28, 2014

Introduction/Background

The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) amended the McKinney-Vento Homeless Assistance Act. Among other changes, the HEARTH Act consolidated the three separate McKinney-Vento homeless assistance programs (Supportive Housing program, Shelter Plus Care program, and Section 8 Moderate Rehabilitation SRO program) into a single grant program known as the Continuum of Care (CoC) Program.

HUD published the Continuum of Care Program interim rule in the *Federal Register*. The rule is posted on HUD's web site and now governs the CoC Program: <https://www.onecpd.info/resource/2033/heart-coc-program-interim-rule/>

The CoC Program is designed to assist individuals and families experiencing homelessness and to provide the services needed to help such individuals move into permanent housing with the goal of long-term stability. More broadly, the program is designed to promote community-wide planning and strategic use of resources to address homelessness; improve coordination and integration with mainstream resources and other programs targeted to people experiencing homelessness; improve data collection and performance measurement; and allow each community to tailor its program to the particular strengths and challenges within that community.

The HEARTH Act sets performance measures for any Continuum of Care receiving homeless assistance funds:

- Reduce average length of time persons are homeless
- Reduce returns to homelessness
- Improve outreach to ensure program coverage of homeless persons
- Reduce number of families and individuals who are homeless
- Improve employment rate and income amount of families and individuals who are homeless
- Reduce number of families and individuals who become homeless (first time homeless)
- Prevent homelessness and achieve independent living in permanent housing for families and youth defined as homeless under other Federal statutes

The HEARTH Act is found at the following internet address:

<http://www.hudhre.info/index.cfm?do=viewResource&ResourceID=4025>

The Indiana Balance of State Continuum of Care (IN BOS CoC) embraces HEARTH goals and seeks to make homelessness in Indiana rare, short in duration and non-reoccurring. In order to end homelessness, the IN BOS CoC recognizes the need to change the homeless assistance system from an emergency response system to a system built around permanent housing solutions. The paradigm shift from managing homelessness to ending homelessness will be accomplished by:

- Increasing leadership, collaboration, and civic engagement, with a focus on providing and promoting collaborative leadership at all levels of government and across all sectors, and strengthening the capacity of public and private organizations by increasing knowledge about collaboration and successful interventions to prevent and end homelessness.
- Increasing access to stable and affordable housing, by providing affordable housing and permanent supportive housing.

- Increasing economic security, by expanding opportunities for meaningful and sustainable employment and improving access to mainstream programs and services to reduce financial vulnerability to homelessness.
- Improving health and stability, by linking health care with homeless assistance programs and housing, advancing stability for youth aging out of systems such as foster care and juvenile justice, and improving discharge planning for people who have frequent contact with hospitals and criminal justice systems.
- Retooling the homeless response system, by transforming homeless services to crisis response systems that prevent homelessness and rapidly return people who experience homelessness to stable housing.

As the Collaborative Applicant for the IN BOS CoC, the Indiana Housing and Community Development Authority (IHCD) applied for a planning grant during the 2012 Continuum of Care Homeless Assistance competition. IHCD was awarded \$173,302 to fund planning activities to align IN BOS CoC efforts with the goals of the HEARTH Act and *Opening Doors*, the U.S. Interagency Council on Homelessness' plan to end homelessness.

Planning Project Scope

The IN BOS CoC planning project is intended to align the IN BOS CoC with the key purposes of the HEARTH Act, specifically promoting statewide, regional, and local efforts to prevent and end homelessness. Activities will be overseen by the IN BOS CoC Board of Directors. The project will encompass the entire balance of state jurisdiction. Planning activities will be inclusive of all HUD targeted subpopulations focusing on ending chronic, veterans and family homelessness.

The planning project will specifically allow for staffing and consulting resources to:

1. Communicate the IN BOS CoC governance and structure with Regional Planning Councils
2. Coordinate with State of Indiana and other entitlement jurisdictions on uses of Emergency Solutions Grant (ESG) allocations and other state and local homelessness resources
3. Provide data and evaluation reports to inform state and local Consolidated Plans
4. Plan and develop a statewide, coordinated assessment/access system
5. Conduct annual service and housing gaps analysis focusing on IN BOS CoC priority populations
6. Evaluating performance outcomes of ESG and CoC funded projects
7. Provide technical assistance to support project improvement
8. Assist local communities develop plans to end homelessness
9. Develop a reallocation plan to fund permanent housing solutions.
10. Coordinating, overseeing, and preparing the HUD application

The Planning project will allow the IN BOS CoC to fully develop and implement policies and procedures to guide the Balance of State CoC Board align and leverage resources across the IN BOS CoC geographic area and establish and implement an evaluation structure to support and evaluate performance of ESG and CoC funded providers.

Competitive Characteristics

Competitive applicants will have the following characteristics:

1. At least five years' experience capacity building support to organizations providing services to people who are homeless or at-risk of becoming homeless.
2. Demonstrated financial capacity to operate a complex system-wide operation.
3. Verifiable status as a leader in the community with the documented ability to collaborate, coordinate and partner with other local organizations.
4. Established relationships with other services providers and state agencies in Indiana.
5. Demonstrates that the agency is committed to the goals of the HEARTH Act.
6. Good standing with current contractors, both public and private.
7. Sufficient readiness to implement within the proposed timeframe.
8. Strong internal agency competencies with demonstrated capacity to fulfill functions set forth in the IN BOS Planning Grant.
9. Strong knowledge of the Indiana Balance of State CoC and CoC priorities and goals.

Resources

IN 502 CoC applications and other resources can be found on the IN BOS CoC website:
www.indinabos.org

Budget

IHCDA will work with the selected organization to develop a project budget based on IHCDA's HUD Continuum of Care Planning Grant contract as amended.

Review

All responses received by the deadline below will be reviewed based on the criteria described in this RFQ. IHCDA will review applications and make a recommendation to the CoC Board executive committee for its approval. IHCDA, as the HUD Grantee for the coordinated assessment access funds, will contract with the selected agency no later than June 1, 2014.

Deadline

Responses of Qualifications are due to IHCDA by 5:00 p.m. Eastern Daylight Savings Time on **April 7, 2014**. Submission procedures are described below.

SUBMISSION PROCEDURE

Please submit qualifications and a cover letter signed by the organization's authorized representative to:

Rodney Stockment
Research and Innovation
Indiana Housing and Community Development Authority
30 South Meridian Street, Suite 1000
Indianapolis, IN 46204

Or electronically to rstockment@ihcda.in.gov please write **CoC Planning Project** in reference line.

NOTICE: If your organization is selected, you will be requested to provide additional information within a timeframe to be specified by IHEDA for contracting.

Request for Qualification

I. Applicant Organizational Information

Organization Name:

Address:

City:

State:

Zip Code:

Telephone:

E-mail:

Federal Tax Exempt ID #:

Lead Contact Name and Title:

Telephone:

E-mail:

II. Signature Page

I hereby certify that the information in this proposal is accurate and that I am authorized to respond for this project.

Signature

Name:

Title:

Date:

III. Application

- a. Provide a brief description of your organization:
- b. What is the primary mission of your organization:
- c. Describe the programs for persons experiencing homelessness with which your organization has experience:
- d. Describe your organization's experience with HUD Continua of Care:
- e. Describe your organization's experience with HEARTH Act alignment and implementation:
- f. Describe your organization's experience with developing community-based plans to end homelessness.
- g. Describe your organization's experience evaluating homeless assistance programs:
- h. Describe your organization's capacity to operationalize the scope of activities described herein:
- i. Has your organization helped develop quality standards for homeless assistance programs providing permanent housing solutions? If yes, please describe:
- j. Describe your organization's experience with the Homeless Management Information System:
- k. Describe your organizations history of providing technical assistance to homeless assistance providers:
- l. Does your organization have any outstanding contract disputes? If yes, please explain.
- m. Does your organization have any outstanding state or federal grant findings? If yes, please explain.
- n. Is your organization in good standing with the State of Indiana? If not, explain the issue.

IV. Required Documents

- a. 501(c)(3) letter of determination
- b. Resume of project lead and key personnel
- c. OMB A-133 Audit for the last 2 years, if applicable
- d. Annual Report (optional)