

RFP Q&A 7/15/24 9:30 AM

Q: Will our existing projects need to be reapplied for? What is the process?

A: Applications for new projects and renewals will need to be submitted by August 9th. If your agency received a letter offering extensions in lieu of having to apply for certain projects and the scope of work is the same and you are not requesting an increase in funding amount, budgets need to be submitted by July 24th.

Q: Questions require certification, can we advance to the questions without uploading a document? We would like to be able to review the questions before uploading certifications.

A: It is ok to upload a blank document to allow the user to advance in the application process but be sure to upload proper documentation prior to full submittal of the application.

Q: What is new this time around?

A: The biggest change is the program renewal process; the application process is generally the same with the exception of having only 1 deadline for applications.

Q: Not all of our programs are in the renewal letter. What is the process to reapply for these programs?

A: Please submit a renewal application for those projects by August 9th through the regular CHF RFP application process.

Q: Do programs being applied for need to be integrated into the entitlement cities? Can funds be used for other specific areas of the state?

A: Yes, they can be used in specific areas of the state.

Q: If we want to request more funds for a renewal program, is that possible?

A: Yes, please submit a renewal application through the regular CHF process by August 9th.

Q: When we applied it asked if we were a new or previous applicant. We selected previous, Is that the same as new or renewal program? Would programs that didn't receive a letter be a new program or renewal in ECivis?

A: New or previous applicant refers to the agency. New or Renewal project refers to the specific project that an agency may be running. An agency that did not receive a letter specific to the project being offered an extension, would need to apply as a renewal project.

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Q: If a project received an extension letter for renewal, but wants to increase "pass through" funds, would that still be a renewal?

A: Programs that receive a renewal letter but wish to expand services or increase funding, will need to submit an application.

Q: Will meeting recordings be shared?

A: Yes, they will be posted on the website.

Q: If a project is extended but we apply for additional funding - Should that proposal include ONLY the additional work or include the full project scope and budget?

A: It should include the full project scope and budget.

Q: Is this where we would apply for regionalized CES (CE Navigators)? If so, what program/project type do you feel would best fit?

A: Yes, it is where you would apply for CE Navigators. Either systems or street outreach depending on the scope of work to be completed.

Q: What is the maximum rate we are allowed to use on our application?

A: Administrative costs that can be charged depends on the funding source that is used to fund your project. In the budget, please include your normal Federally approved indirect cost rate or use 10%. If your project is funded, we will adjust your indirect rate based on the funding source. This will be a collaborative process between your agency and the Department.

Q: Where is the indirect rate added on the budget template?

A: Use your indirect cost rate in the "Other Admin" line.

Q: Which of the projects require a match?

A: It is dependent on the funding, it will be addressed in the contracting period.

Q: Can CHF supportive services funds be used for diversion funds?

A: Eligible expenses are contingent on funding sources. The Department encourages applicants, who may be requesting "Diversion Funds" or Rapid Exit funding to apply with a clear scope of work outlined in the application. What can be covered by the funding source will be a discussion during the contracting phase of this process.

Q: Is new construction an eligible activity through system-wide and systems projects?

A: Yes.

Q: Are there age requirements for this? We mainly serve homeless youth.

A: Typically, projects funded serve 18+, but we would be open to receiving a proposal for Category 3 homeless youth.

Q: We received a letter from Tara for our renewal and request to submit a budget. How does this relate to the application process?

A: Organizations that receive letters to renew do not need to submit applications unless they wish to expand services or request additional funding.

Q: Is there funding available for warming centers? Are there separate funds available for municipalities to apply for?

A: Yes, there is funding available, and we are accepting proposals for warming centers. There will also be municipal funding available in the future for warming centers. It is also important to note that this year, there is 1 deadline for CHF applications.

Q: What about cooling centers?

A: We are open to all proposals including cooling centers.

Q: What time are warming centers typically open? Business Hours?

A: It is dependent on how the project is set up. Sometimes they are set up by hours or based on temperature. We would encourage you to submit an application that proposes a scope of work that your agency envisions.

RFP Q&A By Email

Q: If we are a previous applicant to CHC but this is a new program under CHF, which is the appropriate answer? Does "previous" mean the same as "renewal?"

A: Since your organization has applied for funds in the past, you would select "previous applicant." If you are applying for a program that was not funded by CHF in the prior fiscal year, you would select "new program."

Q: We are looking at a renewal but were wondering whether we can increase pass thru funds in the budget?

A: If you are requesting additional funds that are above the amount listed in your extension letter, you would need to apply as a renewal project in ECivis and request the additional funds there.