

PARTNERS IN CARE

Oahu's Continuum of Care

Our mission is to eliminate homelessness through open and inclusive participation and the coordination of integrated responses.

Youth Homelessness Demonstration Program

HI-501

Request for Proposal Questions

1. **Q:** For our proposed project we would like to ask OYAB if they would be interested in running a grievance board. This would allow OYAB members to process any grievances clients of the proposed project would have regarding client and staff interactions, or if clients feel the staff has acted unfairly or inappropriately. We feel having OYAB run the grievance board would allow clients to speak with peers when they have concerns, this would allow clients to feel safer and more confident to voice those concerns.

A: OYAB Members response was that they would be interested in running a grievance board.

2. **Q:** Can we apply for 2 services for the grant?

A: Yes.

3. **Q:** If we are applying for two different categories (Diversion and Guide on the Side) do we need to submit two separate applications?

A: Yes.

4. **Q:** If PIDF apply for WAO now and when WAO gets it's 501(c)(3) during down the road during the grant period, can the grant transfer? Or can PIDF contract WAO when it branches off as it's own 501(c)(3)?

A: HUD could do a grant amendment to change the recipient of a grant, yes.

5. **Q:** Another question, if a can WAO apply with a 501(c)(3) that is not on the list? WAO would take the lead.

A: Only the agencies who are on the attached list are eligible to apply for YHDP funding, it was a requirement for all who were thinking of applying to be a part of one of our RFP info calls – even for partnerships. PIDF as WAO's fiscal agent would be the only agency eligible to apply for funding on your behalf, once you do become an independent 501c3, the grant could be transferred over.

6. **Q:** Are these projects we can commit to with our current funding or projects we can commit to with projected future funding (for example, we can support with RRH inventory for parenting youth, but only if we can get funding for it). So if we have a current project that could be expanded with YHDP funding, add to the document?

A: Expansion projects aren't eligible. Funding is only available for new projects.

PARTNERS IN CARE, OAHU'S CONTINUUM OF CARE

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7. Q: The RFP says: E-snaps Project Application

HUD requires that all applicants for YHDP funds submit an application through the web-based e-snaps system. Selected projects will be required to enter their applications into e-snaps after the competitive proposal and selection process is complete.

Does this mean we don't have to worry about eSNAPS until after we get selected? So we only have to worry about the original/copies/USB and hand-delivering on the due date?

A: Correct, what is due on Thursday, May 14th is:

- A. Cover Page. (Not included in 15-page limit)
- B. Table of Contents. (not included in 15-page limit)
- C. Proposal Narrative (15-pages)
- D. Budget. (not included as part of 15 pages)
- 8 hard copies and 1 digital copy via pdf.

Projects will be notified on May 28th of their conditional award, but will not be finalized until June 2nd, as there is a short appeal period in which providers can appeal their ranking/non funding. Providers can start the esnaps process on June 3rd or any time after this and have until June 30th to complete. HUD is providing a "How To" for YHDP esnaps on June 3rd for all providers who were selected for funding through their CoC's process. This meeting information will be provided at time of final award notification. PIC will be providing HUD a list of Oahu agencies who will/should be in attendance. Usually these sessions are recorded, just in case a provider is unable to be on the call.

8. Q: I have another question about this application. The PowerPoint presentation by Piper refers to a Mainstream Resources document in the slide, Other Requirements: Documentation. I searched the revised RFP and could find no mention of this.

Could you please clarify what kind of documentation this might be?

A: Mainstream means anything that's not specific/targeted to ppl who are homeless. Some common examples are SSI, food stamps, housing choice vouchers, etc. You would say something like, services staff will connect clients to whatever mainstream services they are eligible for.

9. Q: I was wondering if the YHDP RFP had a number?

A: It's not a federal grant, but rather local so no grant number.

10. Q: Family Promise would like to subcontract with WAO for Cultural Practitioner duties – they are not a 501c3 yet, and would need PIDF to take on this role. According to our RFP, joint applications/subcontractors need to be eligible city/state/501c3's etc. Would Family Promise be able to write into their proposal/budget which would NOT be a joint application with any sub recipients that they want to set aside in their budget, let's say 10,000 up to maybe \$30,000 over the course of the 2 years to rfp out services for a cultural practitioner. If awarded, they can sole source a cultural practitioner if the amount is under \$10,000 and if the contracted amount is over this, rfp it out according to federal procurement processes.

It is important to note, that Family Promise would like to contract with a cultural practitioner at WAO who is a 1099 employer, and would like to know if this is okay as long as the amount is under \$10,000. Maybe not say this explicitly in the proposal or in esnaps? “Ok, so if the cost is under 10K we can pay the practitioner as a 1099 contractor then? I think where I am getting confused is that they are not a for-profit entity, they are a 1099 contracted employee.

In terms of WAO, they project being their own nonprofit by the time the contract would start, but we can also pay the practitioner via a 1099 if that's allowed.”

A: Yes, they could set aside the funds. A 1099 is not an eligible recipient or subrecipient, but they could set those funds aside as you mention