

Consolidated Funding Application Bidder's Conference

Baltimore City Fiscal Year 2024

Zoom Webinar, Wednesday February 15, 2023 at 12:00 pm



MAYOR'S OFFICE OF
HOMELESS SERVICES

Welcome

- Introductions
- Housekeeping
- Questions
- Anything else? Reach out to:
HSPApplications@baltimorecity.gov

Agenda

- 1) Overview
- 2) Eligibility
- 3) Projects
- 4) Review and Selection Process
- 5) Q&A



1) Overview

2) Eligibility

3) Projects

4) Review and Selection
Process

5) Q&A

CFA Overview –

- Projects that serve individuals and families who are:
 - Currently experiencing homelessness;
 - At-risk of homelessness;
 - And/or living with HIV or AIDS
- Projects are funded by one or more sources

CFA Overview – Mayor's Office of Homeless Services

- Receives federal, state, and local funding
- Mission: to make homelessness *rare, brief, and nonrecurring* in Baltimore City









CFA Overview – Continuum of Care (CoC)

- Group of local stakeholders and organizations that coordinate resources and carry out responsibilities with the Department of Housing and Urban Development (HUD)
- Aligns with Baltimore City's Action Plan on Ending Homelessness

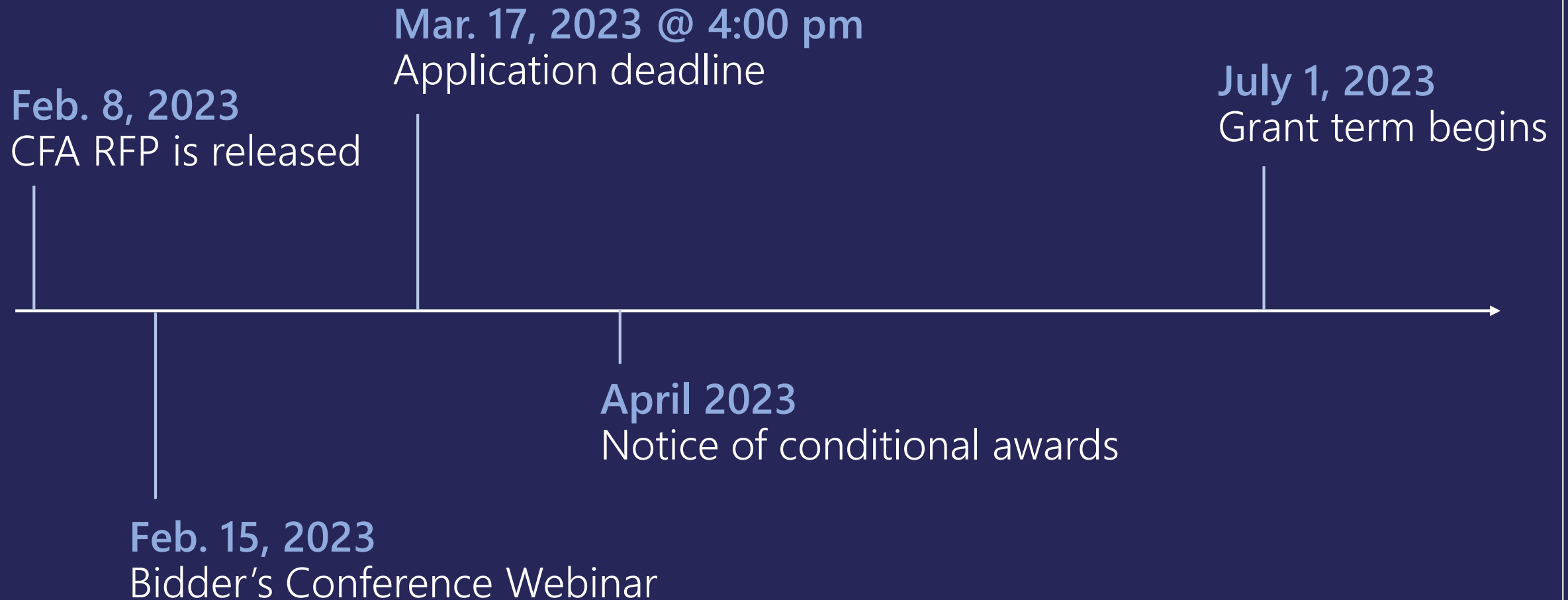
CFA Overview – Funding Priorities

- 1 Reduce the length of time people experiencing homelessness
- 2 Increase exits to permanent housing
- 3 Reduce returns to homelessness

CFA Overview – Funding Sources

Source	Grant Name	Anticipated Funding
 HUD	Emergency Solutions Grant (ESG)	\$1,881,169.00
 MD	Homelessness Solutions Program (HSP and HSP Youth)	\$3,297,802.00
 Baltimore	Department of Social Services (DSS)	\$314,128.00
 HUD	Housing Opportunities for Persons with AIDS/HIV (HOPWA)	\$6,629,109.00
 MD	Department of Health State Special Funds (MDH)	\$690,249.00
 Baltimore	General Funds	\$7,912,036.00

CFA Overview – Application Timeline





- 1) Overview
- 2) Eligibility**
- 3) Projects
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- 5) Q&A

Eligibility – Minimum

- Non-Profit 501(c)(3) status
- Good Standing with State of MD
- Last 2 years of financial reports
- CoC member
- SAM registration
- Project start: July 1, 2023

Eligibility – Financial Health and Compliance

- Audits and Accountant-Prepared Financial Statements
 - Findings
 - Cash flow review
 - Lines of credit
- Renewal projects:
 - De-obligation of funds
 - Invoice submission
 - Monitoring findings

Eligibility – Insurance Coverage Requirements

- Proof of insurance coverage for:
 - Professional Liability Errors and Omissions
 - Workers Compensation
 - General Commercial Liability
 - Business Automobile Liability
 - Fidelity Coverage
 - Cyber Liability

Eligibility – Housing Principles

- Housing First approach
- Prohibition on screening and terminating clients for:
 - Income
 - Substance use
 - Criminal record
 - Domestic violence
 - Service participation or progress
- Fair Housing Act and City of Baltimore

**for full text, see CFA application package*

Eligibility – Faith-Based Services

- No discrimination in employment or service provision on basis of religion
- No requirements for clients to participate in religious activities or services

**for full text, see CFA application package*

Eligibility – Coordinated Access and Entry

- Use of centralized, standardized processes for shelter and housing
- Special Coordinated Access requirements for drop-in centers, transitional housing, and street outreach
- Permanent Housing programs must receive referrals through Coordinated Access

Eligibility – Homeless Management Information System (HMIS)

- Centralized database through ClientTrack
- Required for all grantees – database is used for data quality and performance management



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Project Types

- 1) Street Outreach
- 2) Emergency Shelter
- 3) Rapid Re-Housing
- 4) Housing Stabilization and Homelessness Prevention
- 5) Housing and Services for People with HIV/AIDS
- 6) Support Services for Permanent Supportive Housing***
- 7) Transitional Housing***

****Only accepting Renewals*

Project Types

- 1) *Street Outreach*
- 2) Emergency Shelter
- 3) Rapid Re-Housing
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Street Outreach

- Engagement
 - Initial assessments of needs and eligibility
 - Providing information and referrals to programs and services
- Case management/support services
 - Using the Coordinated Entry/Access Systems
 - Verifying eligibility documentation
 - Coordinating services and support in accessing benefits
 - Monitoring and evaluating participant progress
- Emergency health services addressing urgent needs
- Emergency mental health services to include crisis counseling
- Transportation
- Services to special populations
- Participation in special activities to include the Point-in-Time Count

Project Types

- 1) Street Outreach
- 2) *Emergency Shelter*
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Emergency Shelter

- Engagement
- Case management/support services
- Emergency health services addressing urgent needs
- Emergency mental health services to include crisis counseling
- Transportation
- Services to special populations
- Participation in special activities to include the Point-in-Time Count and Housing-Inventory-Count

Emergency Shelter

Funding may support the following activities:

- Shelter operations: overnight or day shelter
- Essential services
- Food
- Transportation
- Vouchers for motels/hotels

Emergency Shelter - Components

- Low-barrier to entry
- Focus on existing participants to permanent housing
- “Family shelter” designation
- Standard operating policies and procedures

Project Types

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Rapid Re-Housing

- Permanent Housing Intervention that includes the following:
 - Housing Identification
 - Rental and Financial Assistance
 - Support Services

Project Types

- 1) Street Outreach
- 2) Emergency Shelter
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- 4) *Housing Stabilization and Homelessness Prevention*
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Housing Stabilization and Homelessness Prevention

- Time-limited assistance and support services to prevent a need to move into emergency shelter
- May include relocation services
- Goals:
 - Regain stability
 - Connect clients to services and supports

Housing Stabilization and Homelessness Prevention - Components

- Assessment
- Rental and Financial Assistance
- Housing Stability Case Management

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Housing and Services for People with HIV/AIDS

- All projects aligned with National HIV/AIDS strategy
- Priorities:
 - Reduce new HIV infections
 - Increase access to care and improve health outcomes
 - Reduce HIV related disparities and health inequities
 - Achieve a more coordinated national response to the HIV epidemic

Housing and Services for People with HIV/AIDS - Components

- Short-term rent, mortgage and utility assistance
- Support services
- Permanent housing placement

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Support Services for Permanent Supportive Housing

- Case Management Services Only
 - Linking residents to supportive services such as job training, health care, budgeting, parenting skills, treatment, etc.

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- 7) *Transitional Housing****

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Transitional Housing

- Designed to meet more intensive service needs to increase housing stability
- Case management/support services



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Submission Requirements

- Email all materials to:
HSPApplications@baltimorecity.gov
- Application cover sheet and narrative (PDF)
- Project budget workbook (Excel)
- All supporting documents – see checklist
- Naming convention: E.G. "Agency_ProjectName_Item"

Supporting Documents

- **RFP Package will be updated to include additional supporting documents**
 - Certification Regarding Lobbying
 - Record Retention Policy
- Unique Entity Identifier (UEI number) instead of DUNS Number
 - This is due to the recent change across the federal government from DUNS to UEI
 - Additional information can be found on [SAM.gov](https://sam.gov)

Proposal Review

Step 1

- Application Completeness
 - Timeliness
 - Thoroughness

Step 2

- Eligibility Review
 - Activities and costs
 - Financial health risk assessment

⇒ *If projects pass step 1 and 2, move to project scoring*

Project Scoring

- ✓ Need and scope
- ✓ Approach and performance
- ✓ Organizational capacity
- ✓ Collaboration
- ✓ Overall quality of proposal
- ✓ Project compliance (*renewal only*)
- ✓ Performance outcomes (*renewal only*)



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Thank you for joining us-
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