



RFP # DPARC-511 - Questions and Answers

	QUESTION	ANSWER
1.	Do applicants need to register as vendors on the Riverside County website?	Yes. Here is the website with more information: http://dpss.co.riverside.ca.us/administrative-services/contract-administration/business . You can submit your application first and register once your project is selected for funding.
2.	Are agencies bound to fair housing regulations?	Yes.
3.	Is SAM registration due now or when e-snaps provides application?	Both, SAM registration is due with the application submission on August 3 and should be attached to the e-snaps application if your project is selected for funding.
4.	What is the amount of available funds for new projects?	<ul style="list-style-type: none"> ▪ The reallocated funds amount is \$888,903 ▪ The amount for the Permanent Housing Bonus is \$525,000 (not \$1.2M). HUD sent a correction notice that the PH bonus is not 15% but 5% of the CoC's Final Pro-Rata Need.
5.	Are there two separate applications, or do applicants fill out the same application for each project?	Interested applicants need to complete one application per project.
6.	Is there a different application for the bonus?	There is only one application for new projects. First, the applicant must identify which funds the agency is applying for – PH Bonus (PSH or RRH) or Reallocated Funds (PSH or RRH). If the applicant wants to apply for both, an application for each project must be submitted.

7.	Where should applicants make the identification on the application?	On Attachment A under Tab A. Proposal Checklist – Service to Provide (Example PH Bonus – PSH Project; Reallocated Funds – RRH Project).
8.	On the section for Credentials, Resumes, Certifications and Licenses, is the requested information only for managers and above?	All staff that will be involved with the project should be included. Job descriptions may be submitted.
9.	Are chronically homeless beds only for the bonus or for the reallocated amount?	Chronically homeless beds are for both the Permanent housing bonus and reallocated funds.
10.	Do all beds need to be for chronically homeless people?	Yes, all dedicated chronically homeless beds need to be for chronically homeless individual and families
11.	Are youth coming from a youth group home setting considered homeless?	No, youth coming from a youth group are not considered homeless.
12.	What is the difference between unaccompanied youth vs youth?	Unaccompanied youth is under 18 years old with no accompanying adult. Youth is 18 to 24 years old.
13.	What is the difference between Rental assistance vs. Leasing assistance occupancy/lease agreements?	The rental assistance agreement is between the participant and the landlord The leasing agreement is between the landlord and sub recipient; there is an additional agreement required between the sub-recipient and the participant.
14.	Can scattered site have leasing?	Yes.
15.	Is 25% match required for the entire application amount?	Yes, match is 25% of entire budget except leasing.
16.	Can program income be counted as match?	Yes, program income can be counted as match.
17.	What is program income?	<ul style="list-style-type: none"> a) Program income is the income received by the subrecipient directly generated by a grant-supported activity. b) Program income earned during the grant term shall be retained by the subrecipient, and added to funds committed to the project by HUD and the recipient, used for eligible activities in accordance with the requirements of this part. Costs incident to the generation of program income may be deducted from gross income to calculate program income, provided that the costs have not been charged to grant funds. (c) Rents and occupancy charges collected from program participants are program income.

18.	Can the same letter/source be used as match verification for both, new and bonus applications?	No, different sources for match must be provided. Each project must comply with the 25% match requirement.
19.	Tab C question 10 asks for person(s) associated as business partners, does this apply to non-profit agencies?	Yes, this question is for non-profits. The applicant must list all names of business partners or business associates the agency had in the last 5 years.
20.	On Page 7 of 22, there is a second question #11, is that supposed to be there?	It supposed to be #14? (it was an error in numbering)
21.	For Tab H and I the Budget and Financials, inside the sealed envelope, how should Tab H and I be organized?	Put a label or cover page – <ul style="list-style-type: none"> • Tab H – Cost/Budget Narrative • Tab I – Financial Statement
22.	Should they be in a folder or binder?	Use a binder and include the sealed envelope it.
23.	Is there leverage required?	HUD did not include any requirement leverage for the 2016 NOFA.
24.	Are there margin, font, and line spacing requirements for the application?	DPSS is not strict with formats as long as the font is readable. Just use the standard font size (12) and margin.
25.	Is administration an allowable cost?	Yes.
26.	What is the administration cost percentage for new projects?	New projects are allowed to request up to 10% administrative cost.
27.	Are overhead/general & administrative costs reimbursable?	No. General administrative costs can be use as part of the 25% match requirement.
28.	What is the total budget for supportive services?	Supportive services should not be more than 30%. The lower the percentage, the better.
29.	Can operations line be used in rental or leasing?	Operation can only be used when leasing assistance is provided.
30.	What is the FY2016 FMR for Riverside County for 1 bedroom?	The correct FMR for 1 bedroom in the County of Riverside area is \$945. You may obtain additional FMR information by following this link: Final FY2016 FMRs