



### RFP # DPARC-546 Questions and Answers

	QUESTION	ANSWER
1.	Does DPSS want the projects to identify a certain populations or all 3 populations?	It is strongly recommended not to compartmentalize the target population. Your application will be more competitive if all identified populations in the RFP are served.
2.	Can you define unaccompanied youth?	For the purpose of this RFP, unaccompanied youth is defined as “youth experiencing homelessness up to age 24 who are unaccompanied by a parent, guardian, or spouse, or who are with their own children.”
3.	Under Tab C Company/Organization Profile and Experience Performance – What performance reports do we attach?	No need to attach the report. Provide a description of the reports your organization submit for federally funded projects.
4.	Under supportive services budget, there is an operation cost line (if you’re using a scattered site model) the budget spreadsheet does not have that line, but when we submit in e-snaps we can use that line?	If your application is selected, you will be able to complete the budget in e-snaps with the operation cost line item. The clarification we received from HUD is that this budget line can be used for the Operational costs of a Supportive Services facility, however if there are Leasing costs involved, those would need to be budgeted under the Leasing budget line.
5.	When is Match required?	Match is required during the application period in e-snaps. It is not required with your RFP application. All grant funds must be matched with an amount no less than 25% of the awarded grant amount (excluding the amount awarded to the leasing budget line item) with cash or in-kind resources.

6.	Where can we retrieve the HUD-52580 form for Housing Quality inspections?	<p>HUD – 52580 is now posted on the DPSS Website - <a href="http://dpss.co.riverside.ca.us/homeless-programs/housing-and-urban-development">http://dpss.co.riverside.ca.us/homeless-programs/housing-and-urban-development</a></p> <p>The form was also emailed to everyone that attended RFP Mandatory Bidders Conference on June 20, 2017.</p>
7.	Do you need rent reasonableness if unit is under FMR?	<p>Yes. Rent reasonableness applies even if the rent amount is below FMRs. For leasing, rent must be below FMR's and be rent reasonable. For rental assistance, rent can exceed FMR's but must be rent reasonable.</p>
8.	If you are trying to stay below FMR can you use the living room to sleep?	<p>When housing clients, subrecipients must take reasonable measures to ensure the unit meets the minimum habitability standards listed below:</p> <p>Per the minimum habitability standards for permanent housing §576.403(c) ii - Space and security. Each resident must be provided adequate space and security for themselves and their belongings. Each resident must be (provided an acceptable place to sleep.</p> <p>For Housing Quality Standards (HQS) §982.401 - Space and security</p> <p>(1) Performance requirement. The dwelling unit must provide adequate space and security for the family.</p> <p>(2) Acceptability criteria.</p> <p>(i) At a minimum, the dwelling unit must have a living room, a kitchen area, and a bathroom.</p> <p>(ii) The dwelling unit must have at least one bedroom or living/sleeping room for each two persons. Children of opposite sex, other than very young children, may not be required to occupy the same bedroom or living/sleeping room.</p> <p>(iii) Dwelling unit windows that are accessible from the outside, such as basement, first floor, and fire escape windows, must be lockable (such as window units with sash pins or sash locks, and combination windows with latches). Windows that are nailed shut are acceptable only if these windows are not needed for ventilation or as an alternate</p>

		<p>exit in case of fire.</p> <p>(iv) The exterior doors of the dwelling unit must be lockable. Exterior doors are doors by which someone can enter or exit the dwelling unit.</p>
9.	If we do a 5 unit project and have not spent all of our funds can we do more units?	Yes, you can over lease. Agencies are encouraged to serve more participants if there are extra funds available.
10.	Match Letters – In the past we have been able to provide letters of intent is this still the case?	<p>When the source of match is cash, written documentation should be provided on the source agency’s letterhead, signed and dated by an authorized representative, and at a minimum should include the following:</p> <ul style="list-style-type: none"> <li>• Amount of cash to be provided to the recipient for the project;</li> <li>• Specific date the cash will be made available;</li> <li>• The actual grant and fiscal year to which the cash match will be contributed;</li> <li>• Time period during which funding will be available; and</li> <li>• Allowable activities to be funded by the cash match.</li> </ul> <p>For in-kind match, written documentation of the donation of in-kind goods and/or equipment must be provided on the source agency's letterhead, signed and dated by an authorized representative of the source agency, and must, at a minimum, include the following:</p> <ul style="list-style-type: none"> <li>• Value of donated goods to be provided to the recipient for the project;</li> <li>• Specific date the goods will be made available;</li> <li>• The actual grant and fiscal year to which the match will be contributed;</li> <li>• Time period during which the donation will be available;</li> <li>• Allowable activities to be provided by the donation; and</li> <li>• Value of commitments of land, buildings, and equipment.</li> </ul> <p>Costs incurred by a partner organization to provide “in kind” services to program participants must be documented by an MOU prior to grant agreement execution.</p>
11.	Will the PSH budget include operations cost?	Operations costs are not allowed with Rental Assistance so if your PSH budget includes RA, then there can be no Operations budget.

12.	Will there be a possibility of combining, after the first year, this RFP with our current PSH Project if awarded funding?	Project consolidation is done after the agreement/contract has been fully executed. All project consolidation need approval from HUD.
13.	Will the funder be able to ensure POLM, as the operating agency that we will receive 10% of administrative cost as supported in the OMB regulations? If there cannot be an assurance of 10% administrative cost can we write in more than 10% admin cost into the budget so that we get near to the 10%?	For the 2017 HUD-Coca Program Competition, project applicants may request project administrative costs up to 10 percent of the total project budget. The administrative cost is shared equally between DPSS as the project applicant and the subrecipient.
14.	We have been reviewing the documents provided regarding the newly releases RFP. In the meeting we discussed that a project may apply for either Rental Assistance or Leasing. On the RFP and in the Attachment it indicates only Rental Assistance. Will we be able to apply for this funding through Leasing?	Yes, the spreadsheet that was in the fillable RFP document was not showing all the budget line items that were available, nor was it working to be filled in as an Excel file. A new worksheet has been sent out and posted to the website to use which shows all the budget lines including Leasing.