2020 Access Centers for Adults Request For Proposals (RFP) – Proposers Conference Presentation

February 2020
Objective

**Access Centers** are drop-in locations where persons experiencing a housing crisis can gain initial access to or continuing contact with LA County CES.

1. Scale Countywide Access Infrastructure
2. Fund Access Centers in accessible areas with high density homeless populations
**Funding**

**Funding Available:**

- Approx. $5,525,000.00 annual operating
- State of CA HEAP Funds
- State of CA CESH

**Contract Term:**

- 10/1/2020 - 6/30/2023

*Funding Sources and Amounts are approximate and subject to change.*
Funding Available

*Base Allocations of $200,000 for operations, $75,000 for a Problem-Solving Specialist, and $25,000 for Problem-Solving Assistance Funds (PSAF), with a remaining allocation based on the Projected Number Served.

<table>
<thead>
<tr>
<th>SPA</th>
<th>Annual Projected Number to be Served</th>
<th>Number of Access Centers</th>
<th>Funding Available*</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1,400</td>
<td>1</td>
<td>$431,465</td>
</tr>
<tr>
<td>2</td>
<td>2,105</td>
<td>2</td>
<td>$797,600</td>
</tr>
<tr>
<td>3</td>
<td>1,535</td>
<td>1</td>
<td>$443,975</td>
</tr>
<tr>
<td>4</td>
<td>4,365</td>
<td>3</td>
<td>$1,309,660</td>
</tr>
<tr>
<td>5</td>
<td>2,335</td>
<td>2</td>
<td>$819,215</td>
</tr>
<tr>
<td>6</td>
<td>3,110</td>
<td>2</td>
<td>$892,175</td>
</tr>
<tr>
<td>7</td>
<td>925</td>
<td>1</td>
<td>$386,610</td>
</tr>
<tr>
<td>8</td>
<td>1,540</td>
<td>1</td>
<td>$444,300</td>
</tr>
<tr>
<td>TOTAL</td>
<td>17,315</td>
<td>13</td>
<td>$5,525,000</td>
</tr>
</tbody>
</table>
Eligible Applicants

This funding opportunity is open to Government Agencies, and Non-Profit Organizations that are certified before the release of the RFP as qualified bidders/proposers for receiving State of California HEAP and CESH Funds through the LAHSA RFSQ process.

*Government Agencies do not have to be certified through the RFSQ application process.*
Access Center Services (Required)

- CES Initial Triage
- Emergency Service Referrals
- Warm Handoff Referrals (to Families and TAY CES)
- Problem-Solving
- Supportive Service Referrals (to health, mental health, and substance use services, mainstream benefits, etc.)
- CES Survey Administration
- Case Management
Recommended Solutions - Adults CES Access Centers

• Ensure each SPA has purposefully located and Adults-specific Access Centers
• Site Access Centers in locations that provide access to specific roles including:
  1. Problem-Solving
  2. CES Survey administration
  3. Case management/housing navigation
  4. Linkages to employment and income services, legal services, and mainstream benefits
• Fund dedicated capacity at Access Centers to carry out effective Problem-Solving conversations
• Attach Problem-Solving resources to Access Centers (i.e. Staffing and Financial Assistance)
Principles of Problem-Solving

#1: Homelessness is a crisis


#3: Progressive Engagement

The Solution is Housing

#4: Maximizing Resources
## Shift in Approach

<table>
<thead>
<tr>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessment of need and vulnerability</td>
<td>Problem-solving conversations focused on strengths and resources</td>
</tr>
<tr>
<td>Intake &amp; put on waitlist</td>
<td>Crisis resolution to avoid/reduce homelessness</td>
</tr>
<tr>
<td>“Are you willing to enter shelter?”</td>
<td>“What can we do to keep you from needing to enter shelter?”</td>
</tr>
<tr>
<td>Focus on determining what programs client is eligible for</td>
<td>Focus on determining what will resolve crisis</td>
</tr>
</tbody>
</table>
Problem Solving Model
Outcomes

Five Main Problem-Solving Outcomes:

1. Permanently moving in with family or friends
2. Returning to their own residence
3. Temporarily moving with family and friends as they seek new housing
4. Relocating permanently to a safe location out of town where they have social supports of friends or family
5. Finding a new residence of their own
Questions
Budget and Leverage
## LAHSA RFP Budget Template
### ACCESS CENTER

<table>
<thead>
<tr>
<th>Program Activities</th>
<th>RFP Funds Requested</th>
<th>Leverage</th>
<th>Total Program Budget</th>
<th>Total Funds Requested</th>
<th>Budget Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Access Center Operation</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Transportation and Logistics (including transportation, meals, and housing)</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Administration and Management (including staff, facilities, and equipment)</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Client Transportation (including transportation to and from the homeless centers and other locations)</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>GDMA (General Management and Development) (including staff, facilities, and equipment)</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Housing and Support Services (including case management)</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Medical Services (including medical, dental, and mental health services)</td>
<td>$</td>
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<tr>
<td>Substance Abuse Treatment Services</td>
<td>$</td>
<td>-</td>
<td>$</td>
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<td>-</td>
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<tr>
<td>Education Services</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Legal Services</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Child Care</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Personal Care Assistance</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Other Services</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Requested</td>
<td>$</td>
<td>-</td>
<td>$</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

*Please provide a detailed description of the budget allocation and justifications to support the costs being requested. Include specific budgeting details for any associated personnel costs or expenditures.*

Note: The total program budget is the sum of all requested funds, including the RFP funds requested and the leverage funds. The budget is expected to cover all costs associated with program operations, including but not limited to personnel, facilities, equipment, and supplies. The leverage funds are provided by partners and stakeholders to support the program's operations and are critical to the overall success of the project. The budget justification should clearly outline the necessity and allocation of funds for each program activity, highlighting how the funds will be used to achieve the program's objectives and impact the target population.
Quality Review
<table>
<thead>
<tr>
<th>Scoring Area</th>
<th>Points</th>
<th>Reviewer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Requirements</td>
<td>20</td>
<td>LAHSA Procurement Team</td>
</tr>
<tr>
<td>Program Design</td>
<td>20</td>
<td>Programmatic Reviewers</td>
</tr>
<tr>
<td>Program Preparation</td>
<td>20</td>
<td>Programmatic Reviewers</td>
</tr>
<tr>
<td>Organizational Experience</td>
<td>15</td>
<td>LAHSA CES Team</td>
</tr>
<tr>
<td>CES Alignment</td>
<td>15</td>
<td>LAHSA CES Team</td>
</tr>
<tr>
<td>Program Budget</td>
<td>10</td>
<td>LAHSA Finance Team</td>
</tr>
<tr>
<td>Total Points Possible</td>
<td>100</td>
<td></td>
</tr>
</tbody>
</table>
Program Requirements

• Organization Housing First Policies and Procedures
• Organization Harm Reduction Policies and Procedures
• List of Trainings regarding traumatic stress and its impact offered to staff in 2018-2019 (If no trainings have been offered, applicant may attach a plan to train staff)
• Organization Grievance and Feedback Policies and Procedures

Agreement to program requirements and submission of policy and procedures documentation will result full points
CES Alignment

- Evidence of a history of participation in LA CES coordinated assessment and intake efforts
  - Participation in HMIS
  - Coordination with their SPA CES lead agency
  - Administration of CES Survey Assessments and CES Referrals
  - CES point of contact
  - Attendance at case conferencing meetings
  - Referrals to CES Access Points

- Plan to collaborate with the LA County CES (i.e. description of linkages to housing and other supportive services available through CES)

LAHSA’s CES Division will score this section to ensure that details provided are consistent with information in LAHSA contract and HMIS records.
Scoring

How LAHSA Scores Proposals:

1) Three reviewers independently review up to five proposals

2) Review and score each assigned proposal individually

3) Conduct a scoring meeting with your reviewer counterparts to discuss their individual scores

4) Each reviewer submits their finalized scoring sheet to the LASHA Procurement Team

5) Scores are averaged to compute a final score.
Funding Recommendation Methodology

1) Highest scoring proposal in Priority Zone 1.

2) If there are no proposals received Priority Zone 1, highest scoring proposal in Priority Zone 2.

3) If there are no proposals received Priority Zone 1 or 2, highest scoring proposal in Priority Zone 3.

Please be advised, in SPA 4, LAHSA intends to fund two Access Centers in the Skid Row Area and one Access Center in Hollywood. These two areas are within Priority Zone 1 in SPA 4.

LAHSA also intends to fund two Access Centers in SPAs 2, 5 and 6 and will recommend the two highest scoring proposals in Priority Zone 1 for funding in these SPAs. If there is an insufficient number of proposals that receive an overall score of 75 points or more in Priority Zone 1, LAHSA will utilize the funding allocation strategy described in the paragraph above to allocate funding to these SPAs.
Priority Zones

Public input informed the determination of priority zones.

https://lahsa.maps.arcgis.com/apps/ZoneLookup/index.html?appid=9e338313df5340249ae20b664a72307b
Questions
Application Components

• MyOrg RFP Application
• Subcontractor Program Profile (if applicable)
• Budget Template
• Proposed Program Organizational Chart
• Suspension and Debarment Form
• Site Control Documentation
• Organization Housing First Policies and Procedures (optional)*
• Organization Harm Reduction Policies and Procedures (optional)*
• List of Trainings regarding traumatic stress and its impact offered to staff in 2018-2019 (If no trainings have been offered, Proposers may attach a plan to train staff) (optional)*
• Organization Grievance and Feedback Policies and Procedures (optional)*
2020 ACCESS CENTER FOR ADULTS

CLICK START TO BEGIN THE 2020 ACCESS CENTER FOR ADULTS APPLICATION,

START NEW APP
### Program Subcomponent

- **Access Center**

### Target Population

- **Adults**

### SPA of Operation

- **SPA 6**

### Amount Requested for this Component

- **$ Amount (ie $100)**

### Proposed Site(s) & Details

- 811 Wilshire Blvd, Santa Monica, CA 90401, USA
- Admin
- 100 Units managed by Primary (the org applying)

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Max Character of 6,000 per Text Box (use single spacing)

1) ARE PARTICIPANTS ALLOWED TO ENTER AND/OR REMAIN IN THE PROGRAM EVEN IF THEY AREN'T "CLEAN AND SOBER" OR "TREATMENT COMPLIANT". IF YES, ATTACH AGENCY POLICY AND PROCEDURE THAT DEMONSTRATES THIS PROGRAM REQUIREMENT.
Questions
## Estimated RFP Timeline

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFP Release</td>
<td>February 20, 2020</td>
</tr>
<tr>
<td>Mandatory Proposers Conference</td>
<td>February 25, 2019, 1:00 PM – 3:00 PM</td>
</tr>
<tr>
<td>Proposers Conference Webinar</td>
<td>March 2, 2020, 9:00 AM – 11:00 AM</td>
</tr>
<tr>
<td>Written Questions Due</td>
<td>March 4, 2020, 2 PM</td>
</tr>
<tr>
<td>Submission Deadline</td>
<td>March 20, 2020, 2 PM</td>
</tr>
<tr>
<td>Quality Review Approval</td>
<td>May 2020</td>
</tr>
<tr>
<td>Contract Start</td>
<td>October 1, 2020</td>
</tr>
</tbody>
</table>
Question and Answer

Please send all questions to fundingopportunities@lahsa.org by March 4, 2020 at 2:00pm.

Answers will be posted on the RFP webpage.

IT Issues? websupport@lahsa.org
Questions