

## Questions DMHAS/DOH Permanent Supportive Housing RFP October 8, 2014

Questions listed below came from both the Bidder's Conference held on September 23, 2014 and emailed questions received before the deadline of October 1, 2014

- What is considered “elderly” for this RFP? **For this RFP elderly is considered aged 62 and older.**
- Will elderly persons also need to be chronically homeless? **Yes, the elderly population will also need to be chronically homeless to be eligible for this program.**
- Are there a required percentage of priority populations that needs to be met? **There is no set percentage that needs to be met for this RFP.**
- What is the breakdown of tenant based vs. project based vouchers? **All 110 RAP vouchers are to be tenant based.**
- Can only agencies with a Tax Credit building apply for the services only part of the RFP? **No, any project that has in the past been prioritized for supportive housing, but never received service subsidies is eligible for the services portion of the RFP. The Low Income Housing Tax Credit program is the development program that has consistently incentivized supportive housing and has never had direct service dollars attached, so this is the most likely source of development projects with functioning supportive housing without direct service support.**
- If an agency has persons living in a building and the persons no longer need the intense services, can the agency apply for vouchers and use them to move the housed person into scattered site units and then house new people in the project? **Yes, this is allowable only if the agency that proposes to do this fills the new vacancy in the existing building with an individual that is chronically homeless and that unit that is being refilled is also a unit of permanent supportive housing. In addition, the agency agrees to have that program monitored as part of the DMHAS Supportive Housing Monitoring Program.**
- If yes, those persons in the scattered site will not meet the chronic eligibility definition, is that an appropriate use of the resources? **Yes, it is since an additional unit of permanent supportive housing is being created in the community that must now be filled with a chronically homeless individual.**
- At the bidders conference you indicated that we could propose using the RAPS to help move folks on in existing programs as long as we filled the bed that was vacated with someone who met the target population in this RFP. If we did that, you indicated that we must be agreeable to DMHAS monitoring in that program....do you mean all

persons/beds served in the program or only the individual/bed that was targeted for use in this RFP, and what monitoring are you referring to. **If you move an individual on from one program and accept a new chronically homeless individual into the original permanent supportive housing program, only the chronically homeless individual that has refilled the unit in the original building is required to be monitored through the DMHAS Supportive Housing Monitoring Program, and not the entire program if that program is funded from different source than the DMHAS Permanent Supportive Housing Programs.**

- Will the frequent user population be identified using the data match between CT Coalition to End Homelessness and Department of Correction? **If a current Frequent User Service Enhancement (FUSE) list is available in the community in which this service is to be provided, then yes, the referral will come from this list. If a community does not have a current FUSE list, then the referral should come from the local Coordinated Access Network.**
- Will the frequent user population need to complete the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT) form? **Yes, a VI-SPDAT should be used on this population to determine the most vulnerable individuals that meet these criteria so that we are using this permanent supportive housing resource in the most efficient manner to house the most vulnerable individuals of each prioritized population.**
- Will the elderly and non-service connected veterans need to complete the VI-SPDAT? **Yes, a VI-SPDAT should be used on this population to determine the most vulnerable individuals that meet these criteria so that we are using this permanent supportive housing resource in the most efficient manner to house the most vulnerable individuals of each prioritized population.**
- Will persons identified by hospital coordinated care teams be prioritized? **An applicant can certainly apply to prioritize this population if they wish, as long as these folks are also chronically homeless, but they will not receive the priority points during the rating and ranking process.**
- Can an agency apply for funding addressing different priority populations in different regions? **Yes, an agency can apply for different priority populations in different regions, but the application will only receive the priority points in the rating and ranking process once.**
- Is there a limit on how many vouchers or service dollars an agency can apply to receive? **No, there is no limit on how many vouchers or service dollars an agency can apply**

**for, but DMHAS and DOH reserves the right to fund a program at an amount less than the agency applied for.**

- Will the Interagency Committee for Supportive Housing determine the number of vouchers and service dollars that will be funded? **The Interagency Committee will be responsible for the rating and ranking of applications and will ultimately decide which programs get funded, but the RFP states that there are 110 RAPS available and service funds for 145 units at a rate of \$7500. The Interagency Committee intends to fund up to this amount in this RFP process.**
- Can an agency apply for Rental Assistance Program (RAP) vouchers to replace some that may have been “lost” due to client no longer needing services? **Yes, as long as these RAPS are to be given to chronically homeless individuals.**
- Is it required that landlords sign on to work with the permanent supportive housing programs? **No, an agreement with a landlord is not required for this RFP.**
- Will there be bonus points if an agency receives a signed landlord agreement? **No, bonus points will not be awarded if an agency and a landlord has a signed agreement to provide permanent supportive housing in this RFP.**
- Are young adults aging out of Department of Children and Families services a priority population? **No, young adults aging out of DCF services is not a priority population in this RFP.**
- Can two people each receive a RAP voucher and live as roommates in one apartment? **No, there can only be one RAP voucher per unit.**
- Can a house be rented and each person, using the RAP subsidy, has his/her own bedroom? **No, there can only be one RAP voucher per unit.**
- Can an agency provide services in one region without the vouchers, but request services and vouchers for another region? **Yes, an agency will be allowed to request funding for services in one region and RAPS and services in another.**
- Is there data, through the Homeless Management Information System (HMIS), that exists to determine priority populations based on location? **At this point, the data to sort priority population by location is not available in HMIS.**
- Can each section of the RFP be numbered sequentially, or does the document need to be numbered sequentially throughout its entirety? **The document must be numbered sequentially throughout its entirety and not sequentially by section.**

- The RFP requests copies of resumes; can we add the agency organizational chart? **Yes, an application can include an organizational chart as well as copies of resumes.**
- Can agencies request “startup” costs? **An agency can request “startup” costs, but DMHAS and DOH has the discretion to fund or not fund these costs.**
- Since the first contract will only be for part of the fiscal year, will the second contract be annualized? **The contract will be a three year contract, with the first year being a prorated based on the number of months of funding needed to complete the fiscal year and the second and third year of the contract will be a fully annualized amount.**
- Is there a difference between a housing case manager and a clinical case manager? **Yes, a housing case manager has the role of ensuring stable tenancy in the individual whereas a clinical case manager deals more with the behavioral health needs of the individual. For this RFP, we are interested in funding a housing case manager.**
- Can we use the service dollars available in the current RFP for staffing our Coordinated Access Network (CAN)? **Yes, service dollars in this RFP are eligible to be used for staffing for the CAN as long as the housing and service needs of the population to be served can clearly be delivered with existing resources.**
- The RFP talks about best practice of legally or functionally separating housing management from service provision. Is there any requirement that the owner of the property be a different legal entity than the service provider or is it ok to have different department handle each function ( i.e. facilities management department handles the housing management, rent collection, etc. and the supportive housing program handles the service provision)? **There is not a requirement that the owner of the property be a different legal entity than the service provider, however if the applicant is both owner and service provider than the application must clearly document the separation of property management functions and service delivery functions. In addition, the application must clearly show how the services side can advocate for the tenant in housing related issues.**