

# REQUEST FOR PROPOSAL

## EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM

### FISCAL YEAR 2020-2021/2021-2022

**RFQ Release Date:** Monday, 10/14/19 at 12:00 pm

**RFQ Deadline Date:** Thursday, 11/21/19 at 3:00 pm

**Requesting Organization:** City of Las Vegas, 495 S. Main Street, Las Vegas, NV 89101

**City of Las Vegas Contacts:** Stephany Coaley at 702-229-2364 or [scoaley@lasvegasnevada.gov](mailto:scoaley@lasvegasnevada.gov)

#### **OVERVIEW**

The city of Las Vegas is soliciting proposals for Homeless Outreach Services. The Request for Proposals (RFP) invites qualified organizations to submit an application for an assessment of their organizational structure, staffing, their organization's ability to meet the scope of work, and relevant experience.

**Please note that this RFP is for a two-year grant period.**

#### **PROGRAM BACKGROUND**

Federal entitlement funds are appropriated by Congress and provided to the city of Las Vegas by the U.S. Department of Housing and Urban Development's Emergency Solutions Grant (ESG). Programs must comply with ESG program regulations (24 CFR Part 576).

#### **ELIGIBLE APPLICANTS**

Eligible applicants are defined as those that:

1. Are a 501(c)(3) or 501(c)(4) non-profit;
2. Have been in business at least one year prior to the application release date;
3. Have a minimum 100% match (agency cash, in-kind, or committed funds);
4. Identified as active and in good standing with the Nevada Secretary of State office;
5. In possession of a current city of Las Vegas Business License with an address where the services will be provided;

#### **CONTRACT SCOPE**

The successful applicant will clearly demonstrate how they intend to provide targeted outreach services to persons experiencing homelessness and sleeping in places not meant for human habitation. The team will find and engage with these individuals from the hours of: **Monday – Thursday 7:00 pm – 5:00 am/ Wednesday – Saturday 7:00 pm – 5:00 am**, to work to address any immediate health and safety needs, assist in accessing benefits, services and stable housing and assist in coordinating housing support services.

#### **Qualified applicants will:**

- Have experience operating a street outreach team and engaging unsheltered homeless individuals and families staying in places not meant for human habitation.
- Describe the engagement and intervention methods that will be used to locate and serve:
  - Those who are experiencing chronic homelessness and sleeping in places not meant for human habitation (“hardest to serve”)
  - Those who are staying in the identified encampments around the City

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- Assessing those who are confirmed as sleeping in a place not meant for human habitation using the using HMIS (Coordinating with other CES assessors so as not to duplicate services).
  - Keeping client profiles and CES assessments up to date in HMIS; and
  - Removing outreach clients from the CES priority list if client is known to not be 'active' or has left town for an extended period of time.

**Street Outreach** is defined as providing essential services related to reaching out to unsheltered homeless individuals and families, connecting them with emergency shelter, housing, or critical services, and providing them with urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility. **Unsheltered homeless people** are those individuals and families who qualify as homeless under paragraph (1) (i) of the "homeless" definition in 24 CFR 576.2.

There are six (6) eligible activities under the ESG Street Outreach Program. See 24 CFR 576.101:

- (1) Engagement
- (2) Case management.
- (3) Emergency health services.
- (4) Emergency mental health services.
- (5) Transportation.
- (6) Services for special populations  
(Homeless youth, victim services, and services for people living with HIV/AIDS)

#### **ANTICIPATED DELIVERABLES**

Contract deliverables will include at a minimum:

- Monthly Progress Reports utilizing a format provided by the City of Las Vegas
- Quarterly Performance Monitoring with City of Las Vegas staff
- Quarterly Financial Monitoring with City of Las Vegas staff

**Also, successful ESG program applicants shall commit to 100% cash, grant or in-kind matching contributions to supplement awarded ESG Program grant dollars provided by the city of Las Vegas.** Also, sub-recipients of the Emergency Solutions Grant will be required to utilize the HMIS system for data collection.

*Additional deliverables will be negotiated prior to the execution of the agreement.*

#### **APPLICATION SUBMISSION REQUIREMENTS & DEADLINES**

Applications in response to this RFP shall be submitted via ZoomGrants (<https://zoomgrants.com/gprop.asp?donorid=2089&limited=2502>). **Applications must be received no later than 3:00 pm on Thursday, November 21, 2019.**