

# REQUEST FOR PROPOSAL

## EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM

### FISCAL YEAR 2018-2019/2019-2020

**RFP Release Date:** Monday, 10/30/17 at noon.

**RFP Deadline Date:** Thursday, 12/14/17 at 3 p.m.

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

**City of Las Vegas Contacts:** Angela Washington at 702.229.5276 or [awashington@lasvegasnevada.gov](mailto:awashington@lasvegasnevada.gov); Angela Phillips at 702.229.5931 or [anphillips@lasvegasnevada.gov](mailto:anphillips@lasvegasnevada.gov).

#### **OVERVIEW**

The city of Las Vegas seeks qualified applicants that will provide opportunities for essential services related to emergency shelter, rehabilitation and conversion of buildings to be used as emergency shelters, operation of emergency shelters, rapid re-housing, and homelessness prevention 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 Community Development Block Grant (CDBG) Program, Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) Grant. These grant programs are designed to assist residents with life's necessities, which will ultimately promote a better quality of life. The city of Las Vegas seeks new and innovative programs that are proven effective and that will improve the quality of life for low- and moderate-income Las Vegas residents.

#### **ELIGIBLE APPLICANTS**

Eligible applicants are defined as those that:

1. Are a 501(c)(3) or 501(c)(4) nonprofit;
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. Are identified as active and in good standing with the Nevada Secretary of State office;
5. Are in possession of a current city of Las Vegas Business License with an address where the services will be provided.

Eligible applicants must demonstrate programming that is supported by evidence-based practices. The U.S. Department of Housing and Urban Development defines an evidence-based approach or practice as ***"a specific technique or intervention model shown to have positive effects on outcomes through rigorous evaluation."*** It is expected that organizations applying for program funding associated with this grant will follow an evidence-based practice model for programming. For more information on evidence-based programming, applicants may refer to (but are not limited to) the following websites for sample evidence-based models:

Evidence-Based Intervention Network  
[ebi.missouri.edu/](http://ebi.missouri.edu/)

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National Registry of Evidence-Based Practices - Substance Abuse and Mental Health Services Administration (SAMHSA)

<https://www.samhsa.gov/nrepp>

What Works Clearinghouse

<https://ies.ed.gov/ncee/wwc/>

#### **CONTRACT SCOPE**

The city of Las Vegas' focus areas for fiscal years 2018-2019/2019-2020 include youth, seniors, homelessness and special needs populations. The city endeavors to reduce the number of homeless individuals identified through the Southern Nevada Homeless Census by 5% and will continue to work with and support program services and community partners to prevent homelessness and provide permanent housing opportunities in the community. **ESG Program applications must target families with children, homeless youth, and/or single, homeless adults.** Eligible applicants must meet one or more of the following criteria in the proposed program(s):

- a. Provide intensive case management;
- b. Provide vocational training and/or assistance with job placement;
- c. Provide a service that can be demonstrated as having a substantial, positive impact among the homeless population.

**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.

Successful applicants will provide data demonstrating positive impact on the Community Queue Waiting List in HMIS as well as measurable data to support individual and community impact. An example of an outcome indicator for programs with a homelessness focus include at least six (6) months data that supports clients becoming self-sufficient and stable with minimal risk of becoming homeless after program exit. *Self-sufficiency is defined as requiring no outside help in satisfying one's basic needs of housing, food, etc.\**

#### **BONUS POINTS**

Bonus points will be awarded based on the following factors:

- Whether a sustainability plan that demonstrates the agency's capacity to continue the program well after the funding term is in place; and
- Whether a collaboration plan that demonstrates partnership with community providers to execute services is in place.

Additional bonus points will be provided to applicants whose representatives attended the 2017 City of Las Vegas NonProfit Symposium.

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#### **ANTICIPATED DELIVERABLES**

Contract deliverables will include:

- Monthly Progress Reports;
- Quarterly Performance Monitoring with city of Las Vegas staff;
- Quarterly Financial Monitoring with city of Las Vegas staff.

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

#### **TECHNICAL ASSISTANCE WORKSHOPS**

The city of Las Vegas will host mandatory technical assistance workshops for CDBG, ESG and HOPWA Program grant applicants **Tuesday, Nov. 14, 2017, and Wednesday, Nov. 15, 2017**. Attendance at the technical assistance workshops is a requirement for all grant applicants. Applications from organizations that did not attend the technical assistance workshop will not be accepted.

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

Applications in response to this RFP shall be submitted via ZoomGrants (<https://www.zoomgrants.com/login/>). **Applications must be received no later than 3 p.m. Thursday, Dec. 14, 2017.**

Qualified applicants will be invited to participate in the presentation phase of the application process. Presentations before the Community Development Review Board (CDRB) will be held in January 2018. Presentation notification will be forwarded to the selected applicants. Following the decision of the CDRB and the Las Vegas City Council, applicants for approved programs will be contacted.

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