

REQUEST FOR PROPOSAL

HOUSING OPPORTUNITIES FOR PEOPLE WITH AIDS (HOPWA) PROGRAM

FISCAL YEARS 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; Angela Phillips at 702.229.5931 or anphillips@lasvegasnevada.gov.

OVERVIEW

The city of Las Vegas seeks qualified applicants that will provide opportunities for affordable housing to prevent and reduce homelessness, create safe and livable communities, economic opportunities for individuals with low to moderate incomes, and educational enrichment opportunities. The Request for Proposal (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. Are identified as active and in good standing with the Nevada Secretary of State office; and
4. Are in possession of a current city of Las Vegas Business License with an address where the services will be provided.

Eligible applicant programs must address at least one of the city of Las Vegas' Fiscal Year 2018-2019 and 2019-2020 focus areas: youth, seniors, homelessness and special needs populations.

Finally, 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:

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Evidence-Based Intervention Network
www.ebi.missouri.edu/

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 Year 2018-2019 and 2019-2020 include low-income individuals with acquired immunodeficiency syndrome (AIDS) or related diseases and the individual's family. (24 CFR 574.3) Additionally, focus will be provided to assist (1) all forms of housing designed to prevent homelessness, including emergency housing; (2) shared housing arrangements, apartments, single-room occupancy dwellings, and community residences; (3) housing information and referral services to assist an eligible person to locate, acquire, finance and maintain housing, which may also include fair housing counseling; and (4) supportive services as part of any HOPWA-assisted housing. (24 CFR 574.300)

Applicants are encouraged to 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 (housing, food, etc.).**

BONUS POINTS

Bonus points will be awarded based on the following factors:

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

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

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.

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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/>). Application questions will be posted so that applicants have access at the same time. **Applications will be accepted 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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