

2014 Department of Children and Families (DCF) Challenge Grant Funding

Source: \$3.8 million to be allocated among 28 Continuums of Care in Florida using a competitive application with funding designated by the Legislature

Maximum request: \$300,000 per Continuum of Care (\$276,000 + \$24,000 administrative expenses for managing the grant to the CoC)

Competition and Contract Schedule:

Release of grant from DCF	September 3, 2014	Comments
Local RFP released	September 5, 2014	Developed by FL517 CoC and posted on website; distributed by email
Telephone conference call for questions from potential applicants	September 9, 2014 10:00 – 11:00 a.m. 866-740-1260 Access code: 4166713	Questions/answers posted on Highlands Coalition website on September 10, 2014, based on conference call
Local applications due	September 16, 2014 at 5:00 p.m. at Highlands Coalition Office 134 N. Ridgewood Drive, Suite 12, Sebring, FL 33870	Provide five copies of the RFP; provide one copy of requested attachments.
Applications reviewed	September 17, 2014	Three person panel appointed by Highlands Coalition Board with no conflict of interest
Selection complete	September 19, 2014	
Highlands staff submit grant to DCF	September 26, 2014	Results of local RFP process to be incorporated into grant application.
Anticipated decision date by DCF	October 23, 2014	
Anticipated effective date of grant agreement	November 12, 2014	The date funding will be available for draw down; all funds must be expended by June 30, 2015

Process: The Highlands Coalition for the Homeless is soliciting a request for proposals (RFP) for agencies within its six county Continuum of Care to implement programs that prevent homelessness and/or rapidly rehouse homeless households, identified as the primary need within the CoC at its August 28, 2014 meeting.

RFP responses from eligible agencies within the region will be reviewed as noted in the calendar with selection(2) complete by September 19, 2014.

Agencies may request funding for any amount up to \$276,000, based on their capacity to identify and serve the needs of eligible households. \$24,000 has been reserved by the Department of Children and Families for administration of the grant by the CoC. It is possible that more than one agency will be selected for funding to bring the CoC's proposal to the \$276,000 cap.

Client eligibility requirements:

Income – 50% of Area Median Income for your county as defined by HUD (between \$21,400 -- \$23,050 for a family of four).

Homeless Housing Status:

Prevention: Has no income to pay for rent/utilities, but demonstrates sufficient income to pay within 60 days; received an eviction notice, but demonstrates sufficient income to pay within 60 days

Rapid Rehousing: evicted and living illegally with relatives or friends, living in a motel paid for by a voucher, living in a shelter, living on the streets or in places not fit for human habitation

Funds can be used for direct services to clients, such as:

- Rapid rehousing of homeless individuals or families (rent-utility assistance)
- Homeless prevention to avoid eviction (rent-utility assistance)
- Security and utility deposits
- Emergency shelter/motel stays
- Clothing vouchers
- Non-perishable food vouchers
- Transportation assistance (bus passes) to support employment search

Funds can be used for staff delivering direct services to clients, such as:

- Case management for households receiving services

Client Service Reporting requirements:

- Daily data entry into HMIS of all clients served, including mandatory demographics, services provided
- Housing status of each household served at entrance and exit
- Monthly and quarterly reports

Funds distribution:

- Sub recipients to bill monthly, with reimbursement due from Highlands Coalition within 10 days of invoice, based on satisfactory documentation of expenditures.
- Funds to be available beginning November 12, 2014 -- to be expended by June 30, 2015

Matching requirement: 1:1 ratio (\$300,000 requires \$300,000 in match).

What can be used for match: Cash and in-kind support are permitted for match, with documentation. (See RFP for sample documentation forms).

For questions or additional information please contact Cathy Jackson/Consultant for Highlands Coalition at cjackson6141@gmail.com adding **FL517 CoC question** in the subject line of the email. Natalie Simons, Executive Director or Cathy Jackson will respond to your question promptly.