

AIDS Housing/ Housing Opportunity for Persons with AIDS (HOPWA) Request for Proposals 2023_735
Questions and Answers
December 21, 2022

Q. For this RFP, there are 2 different due dates listed, Jan 27, and Jan 28. Can you please clarify the correct due date?

A. The due date for this RFP will be Friday January 27, 2023 at 3:00 PM

Q. Page 7 of the RFP states in three places that "Support services may not exceed \$9k per household/unit" but row 41 of the budget template states "must not exceed \$7500 per individual." Can you please clarify the amount of the cap?

A. The funding cap for support services is \$9000 per household.

Q. Are AIDS Residential (AID) program consumers restricted to Fair Market Rents (FMRs)? For example, program consumers in CoC funded programs can exceed FMR if the rent is reasonable.

A. The Fair Market Rents (FMR) is a guide for rental costs in an area and generally represents the maximum rental amount the state will authorize. If a unit is above FMR but meets rent reasonableness for the area, then program may rent the unit at the rent reasonableness rate.

Q. We are interpreting "housing costs" and "supportive services" as different eligible activities. Can you please confirm? (i.e. Page 7 of the RFP states "Congregate Living Program with Support Services: Expenditures to support housing facilities including community residences, single-room occupancy dwellings, skilled nursing facilities and master-leased units. Housing costs include facility operating costs. Support services may not exceed \$9,000 per household/unit.")

A. Housing costs and supportive services are different eligible activities. Any applicant can apply for both housing costs, such as rent assistance for private market units or for operations costs which will result in housing of the eligible population in a facility owned by the organization, and support services costs, which generally is for case management support.

Q. Page 12 states that there are case load requirements: can you clarify what these requirements are i.e. are caseload sizes based on/differ by eligible activity?

A. The case load requirement is for support services only. The requirement is that a case manager should have a caseload that should not exceed 1 case manager for 20 eligible service recipients.

Q. Page 7 of the RFP states "Congregate Living Program with Support Services: Expenditures to support housing facilities including community residences, single-room occupancy dwellings, skilled nursing facilities and master-leased units. Housing costs include facility operating costs. Support services may not exceed \$9,000 per household/unit." What expenses are included under this "support services" cap? Does it include residential facility costs such as 24/7 staffing by monitors, cleaning, food expense, utilities, office expenses, etc ? Or does it only include program staff personnel expense and any auxiliary expenses allocated based on that program staff headcount?

A. The support services cap applies to case management services only. An applicant cannot exceed the \$9000 cap per individual. For example, an applicant that is applying for support services for 10 individuals cannot exceed a budget of \$90,000. Support services is intended to fund case management and costs associated with staffing, such as salary, fringe, supervision. Residential facility costs, such as 24/7 staffing for monitors, cleaning and food expense, and utility expenses would fall under the congregate living program line item and are not subject to the \$9,000 support service cap.

Q. Does the “support services” cap include the housing costs of operating the congregate living facility such as monitors, security, food, utilities, supplies, etc.?”

A. The support services cap only relates to case management costs and is not applicable for operating costs at a congregate living facility such as monitors, security, food, utilities and supplies.

Q. For the scattered sites supportive housing component of the program, does the \$9,000 cap per household/unit include the rental assistance budget and any auxiliary (office expenses, insurance, etc) allocated to the rental assistance portion of the program? Or does the cap apply only to the support services (program staff personnel expense) and the auxiliary expenses allocated based on that program staff headcount?

A. The support service cap only applies to the case management staff and the auxiliary expenses to support case management. The support service cap does not include rental assistance. Rental assistance would be a different line item in the budget.

Q. The RFP states that one criteria for participation is that applicants currently are involved in case management and housing services in the BOS areas, is it required to have provided services in these areas to be eligible to apply?

A. DOH is requiring any applicant to have experience providing services in the region in which the applicant proposes to provide services.