



## Housing First Training and Technical Assistance RFP Questions and Answers - Posted 1/28/25

- Question:** Can you please extend the due date to 10 days following the release of the Q&A?
- Answer:** Given the pause on federal grants starting January 29<sup>th</sup>, the CoC has extended the deadline for this RFP to Friday, February 7, 2025. An updated RFP with an updated due date has been posted [here](#).
- Question:** Will answers to all questions be posted in a central location online or provided to each applicant individually?
- Answer:** Both - answers to all questions will be posted on the [CoC's website](#) and provided to each applicant individually.
- Question:** I have one question about the RFP for Housing First Training and TA, regarding the format of our proposal. The RFP states that the proposals should include a list of elements, and there is one element that has a page limit (a subsection of 1. Applicant Background and Experience). I'm wondering if the page limit applies to just that subsection, or if it applies to the entire section on background and experience.
- Answer:** The 1-page limit applies to the subsection titled "Description of the applicant's experience in providing training and technical assistance on Housing First or related topics", not to the entire Applicant Background and Experience section.
- Question:** Is there a location already identified for the in-person sessions to occur or is this something that would be determined with the consultant and the CoC in initial planning session(s)? While we fully intend to adjust our approach once we have had the chance to speak to the Eastern PA CoC and the training recipients, it would be helpful to have a sense of where the trainings will be for budget purposes and have a sense for how far participants will need to travel to recommend the frequency of the in-person sessions.
- Answer:** Locations will likely be Harrisburg area and Lehigh Valley area. If we focus on those two locations, all providers would be able to travel two hours or less to attend, with most being able to attend within a one-hour drive, perhaps with the exception of the farthest corners of the CoC. CoC staff will be able to assist the trainers in finding a training location, if that assistance would be helpful.
- Question:** For the Training piece, will the individual training be conducted by Region? If not, what are the identified groups/entities the CoC anticipates will be trained together?
- Answer:** The CoC anticipates the trainings being made available to 2 cohorts, at a minimum, based on geography, with one training cohort being providers operating in the southern part of the CoC's geography, and another training cohort being providers operating in

the northern part of the CoC's geography. The CoC is open to alternative approaches proposed by interested applicants. The CoC's priority is that the training provides targeted guidance to the unique challenges of operating RRH versus PSH in alignment with housing first.

**Question:** What is the estimated budget for this project?

**Answer:** The CoC's estimated budget for this project is \$45,000. The CoC may have access to additional funding for this project above and beyond the estimated \$45,000. Depending on the scope of the proposals received and availability of additional funding, the CoC may be able to scale up the project in order to have the greatest positive impact.

**Question:** How many provider agencies and projects will be included in the scope of work?

**Answer:** The CoC was recently awarded FY2024 HUD CoC Program funding for 23 PSH, 18 RRH, and 1 TH-RRH projects, operated by 23 grantees. Some CoC grantees, particularly those administering CoC-wide or regional RRH projects, operate such projects via contracts with local providers. As such, the CoC anticipates an estimated 150-200 people from 45+ provider agencies that receive CoC and/or ESG funding participating in the training.

**Question:** Can you tell us the number of providers that might need individualized post-training Technical Assistance?

**Answer:** The CoC does not have an established estimate of the number of providers that will request post-training Technical Assistance at this time. The CoC's intention is to make post-training TA available to those providers who desire it/ express interest in it. Interested applicants are invited to propose a reasonable budget for that scope of the project, including establishing a max number of hours, providers, etc. The CoC and selected applicant can finalize details during contracting. Depending on the scope of the proposals received and availability of additional funding, the CoC may be able to scale up the project in order to have the greatest positive impact on the CoC.

**Question:** What level of Evaluation & Assessment is the CoC seeking under this RFP? Is the focus on existing Policy and Procedures (with recommendations for change)?

**Answer:** Project Evaluation: The CoC currently evaluates all providers on Housing First compliance. The CoC would like to work with the selected entity to reconsider/ strengthen its approach and/or the questions we are currently using for housing first evaluation.

Coordinated Entry Referral Process: The CoC recently implemented a "push" referral process through Coordinated Entry, by which referrals are being sent to providers by Coordinated Entry Regional Managers. Prior to this change, providers were "pulling"/ identifying participants from the Coordinated Entry By Name List according to the CoC's Written Standards for project enrollment. The CoC is looking for guidance to support its Coordinated Entry team navigate this change, including providing them with tools to manage provider reactions to the new process/ change.

**Question:** Applicant is considering bringing on a consultant to add capacity for the in-person trainings, would this be allowable if it does not change the cost of the scope of services?

**Answer:** Regarding an outside consultant, yes, that would be eligible as part of the applicant contract and payment. The CoC intends to contract with one entity to provide the requested services.

**Question:** Some of the dates listed on the RFP are in 2024. I have assumed that this was the kind of typo that I'll be making likely through Feb, but I thought it would be good to check to see if the dates are all correct on the RFP.

**Answer:** Yes, the due dates should have been 2025. We have posted an updated version on the [CoC's website](#). Sorry for that confusion.