

Eastern & Western PA CoCs Youth Homelessness Systems Improvement Grant Project

Peer-to-Partnership Program Pilot Communities
Request for Qualifications Webinar
December 19, 2024



Webinar Agenda

- YHSI Overview
- Peer-to-Partnership Pilot Overview
- County/Community Participation
- Application Submission Details
- Statement of Qualifications Review
- Next Steps

Introductions

Christy Rubenstein (she/her)

Senior Associate, DMA



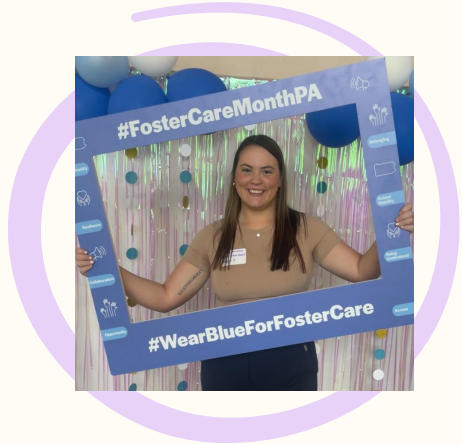
Ciarra Johnson (she/her)

CoC Systems Specialist, DMA



Idelia Robinson-Confer (she/her)

Chair Advocates for Change, Youth Action Board



**What is YHSI (aka
YEE-SHE or YES-EE)!**



What is YHSI?

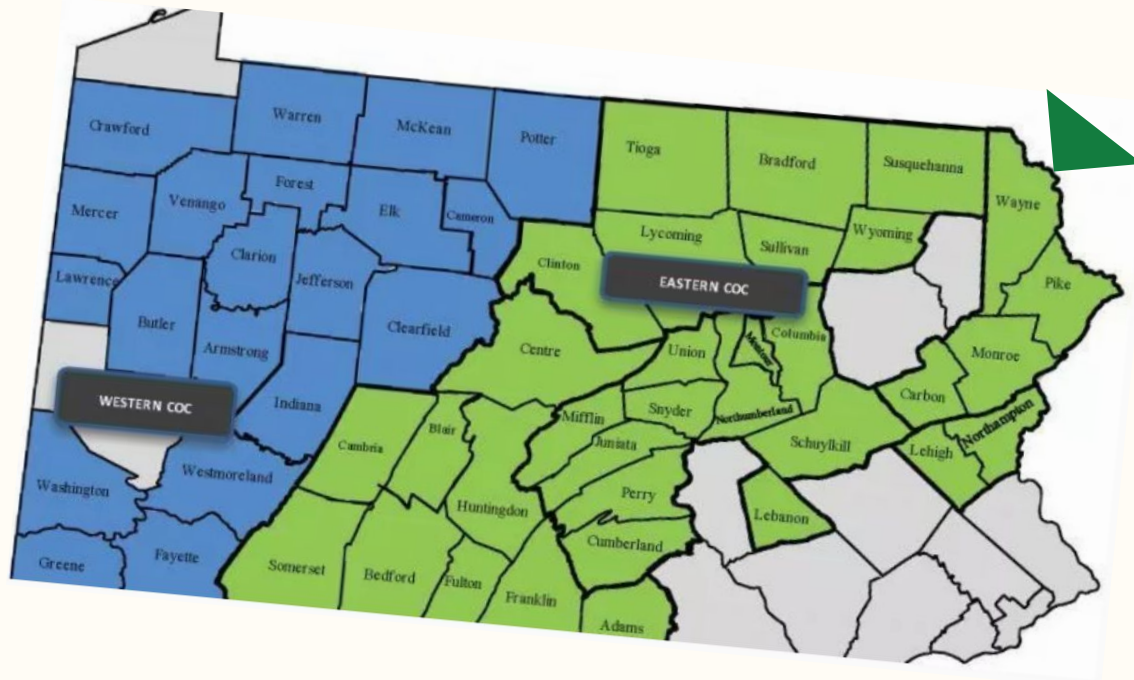
The Youth Homelessness Systems Improvement (YHSI) grant is an opportunity from the US Department of Housing and Urban Development (HUD).

In 2024 the Eastern and Western Continuums of Care (CoC) jointly applied for and successfully received \$1.4 M to implement project activities created by the Youth Action Board (YAB), Advocates for Change (A4C), and the YHSI Core Team.

YHSI Purpose

YHSI project activities aim to improve and/or establish a youth homelessness response system in the 53-county region covering the Eastern and Western PA CoCs.

The highlight of the CoCs' YHSI Project is the Peer-to-Partnership (P2P) Pilot Program, designed to make youth homelessness rare, brief, and non-recurring through the engagement of YYA in 10 pilot communities.





**What is the
Peer-to-Partnership Pilot
Program?**

What is the P2P Pilot Program?

County-level youth-focused systems coordination pilot

To reduce youth homelessness by increasing youth-dedicated resources, bolstering cross-system collaboration at the county level, using strategies that center youth voice and expertise.

Coordinate with systems & to address pathways to homelessness

Identify strengths and gaps of the YYA response system, collaboratively creating a plan to reduce YYA homelessness, and implementing the agreed upon plan in the pilot county.

Soliciting 10 communities to host & support one youth for 24 months

Youth and young adults (YYA) with lived experience of homelessness will be matched and embedded in 10 counties across the CoCs' combined geography to work with service providers for 30 hours/week.

Collaborate w/management entity, YHSI Project Manager, & the YAB

The YYA will be recruited and paid by the management entity. Additional support will be provided by the YHSI Project Manager, the YAB, and the YHSI Core Team.

Dates, Dates, and More Dates!

YHSI project run time

The project will run for 30 months, with the first six months set aside for start up (1/1/25 - 6/30/25)

P2P Pilot run time

P2P will run for 24 months (7/1/25 - 6/30/27)

Statement of Qualifications

Due February 26, 2025
by 5PM EST



**Let's talk about the
communities/counties!**

Can a portion of a county respond?

Yes, but the preference is for the work to occur at the county level

- Attempt to include at least 2-3 county-level partners in the initial team
- RFQ responses will be accepted from communities based in one or multiple municipalities (city, town, etc)
- Counties that work together under a joinder contract/agreement may apply as a single "community"
- If a community wishes to use the pilot to engage county-level partners, please explain in the submitted response

What are the county responsibilities?

Host the YYA and provide supervision for 24 months for 30 hours/week

Assemble the county-wide team of youth-serving system providers

Participate in data matching evaluation to inform P2P work

Participate in ongoing training to work with YYA and foster change

Engage in an equity analysis to identify barriers that impact YYA

Authentically engage with hired YYA to support systemic change

Do counties have to hire and pay the YYA?

Nope! The YHSI grant from HUD will cover the costs related to paying the YYA, along with other project activities.

The CoCs will be selecting a management entity that will hire a P2P Project Manager, recruit the 10 YYA, pay the YYA, onboard and train the YYA, and handle ongoing HR.

The county-wide team

- ★ Youth Services Providers
- ★ Child Welfare System
- ★ Education
- ★ Juvenile Justice/Criminal Justice System
- ★ Human Services
- ★ Mental Health Providers
- ★ Drug and Alcohol Treatment

- ★ Housing Authorities or other Housing Providers
- ★ Libraries
- ★ Gender-Based Violence Prevention and Intervention
- ★ Community Based Organizations
- ★ Other community partners that are engaged in work that impacts Youth/Young Adults

Who can be on the team?



Application Submission Details

Submitting an Application

- Counties within the Eastern and Western PA CoCs' combined 53-county geography can apply.
 - Eastern PA CoC counties: <https://pennsylvaniacoc.org/balance-state/eastern-pa-coc>
 - Western PA CoC counties: <https://pennsylvaniacoc.org/balance-state/western-pa-coc>
- Any entity can submit an application on behalf of a county.
- The Statement of Qualifications will ask for details on the organizations/agencies involved in the county's team for this pilot.
 - You will be asked to designate a "Host" agency
 - You will also be asked if a "lead agency" has been identified
- **IMPORTANT NOTE:** The agency/organization selected to be the Management Entity for the YHSI project cannot also act as the "Host" and/or lead agency for a county/community selected as a Pilot Community. If an agency applies to serve as the Management Entity (to be selected via a separate RFQ/RFP) and is also included as the "Host" and/or lead agency in a community's application to be a P2P Pilot Community, the community will need to indicate and provide adequate information about another agency/organization able to step into the "Host" and/or lead agency role if needed.

Submitting an Application

FORMAT:

- **Please limit your written statement of qualifications (SOQ) to no more than 15 single-spaced pages.**
- Please use Times New Roman 12-point font. Please number all pages. Please use margins no smaller than 0.5 inches from the edge.
- The written SOQ should use the section/lettering format provided to ensure all questions have been addressed.
- The written SOQ should be submitted in a single email as a single PDF document.
- Attachments are not counted toward the page limit but should be included as part of the single PDF document.

SUBMISSION DETAILS:

- Responses **MUST** be submitted by email to breaman@pa.gov.
- **DO NOT** submit RFQ responses by mail, fax or hand delivery.
- The email subject line should be: "YHSI P2P Pilot Communities RFQ Response: Community/County Name"
- Incomplete submissions will not be considered.

DEADLINE:

- RFQ responses must be received by 5:00 P.M. on 2/26/2025.
- Late submissions will not be considered.

RFQ Questions

- Questions about this RFQ and the SOQ requirements should be directed to Ciarra Johnson, CoC System Specialist, at ciarra@dma-housing.com.
- All questions should be submitted no later than 10:00 a.m. EST on Friday, February 21, 2025.
- An additional informational webinar on the RFQ will be held from 1:00PM to 2:30PM on 01/16/2025.
 - The December and January webinars will be recorded and posted online at <https://pennsylvaniacoc.org/yhsi>
- Additional information about the RFQ, including any written Q&A, will be posted online at <https://pennsylvaniacoc.org/yhsi>



Statement of Qualification Details

Statement of Qualifications Review

Webinar Review

- Will go over the language in the RFQ.
- Lots of detail - be sure to review again on your own.
- Questions are broad b/c all communities are different.

Questions

- Feel free to ask questions today as we review each topic area but there will also be time at the end for questions.
- Email questions to Ciarra no later than 2/21/25.

Engage Your Team

- We expect the response to incorporate information and perspectives from the various agencies, organizations, and entities that are part of your community's team.
- We have provided over 3 months to allow time to assemble the team and gather input.

Fully Respond

- Read the questions and address all parts of the questions asked.
- As needed, include info on all team partners.

Statement of Qualifications Content Areas

- A. Community Information
- B. Community Partners
- C. "Host" Organization & Community Capacity
- D. Community Goals & Outcomes
- E. Community Approach
- F. Community/Organization Experience
- G. Key Staff Qualifications and Experience
- H. Written Commitments
 - I. Approach to Deliverables
 - J. Additional Information

Statement of Qualifications

A. Community Information.

- a. Provide the name of the county that will be the focus of the pilot.

Note: Two counties that have joinder contracts/agreements may apply as a single community, if appropriate. Such applicants should explain the nature of the relationship and why applying together makes sense.

- b. Provide the community's point of contact for this response, including name, organization, title, email address, and phone number.
- c. Provide a brief statement of interest describing why your community is interested in participating in the P2P Pilot program.

Statement of Qualifications

B. Community Partners.

- a. Explain the organizations and local/county government entities or other community partners that will be involved in this effort.
- b. Include whether or not each of these entities has provided a written commitment to participating in the P2P pilot if your community is selected.
- c. Describe the entity/partner that will operate as the “Host” organization* for the P2P YYA and why this entity is suited for that role.
- d. Describe the level of participation/engagement expected from other entities/partners named in a.
- e. Describe/explain the role of other stakeholders in your community that have not yet committed to serving as a partner in this work but that you expect will be engaged in this effort or that you would like to engage in this effort.
- f. Describe your approach to engaging with stakeholders or partners that may be reluctant to participate in the P2P Pilot.

Statement of Qualifications

C. “Host” Organization & Community Capacity.*

- a. Describe the “Host” organization’s plan for hosting the P2P YYA placed in your community, including the organization’s ability/capacity to:
 - i. Provide an adequate workspace and general office supplies for the YYA. (Please note that YHSI project funds are available to cover various costs related to the P2P YYA placement, including laptops, cell phone costs, and travel costs.)
 - ii. Provide on-site daily supervision.
 - iii. Provide any additional support. Please describe what this might include, such as professional development, transportation to/from meetings with partners, mentoring, etc..
 - iv. Coordinate/collaborate with the YHSI Management Entity and P2P Project Manager on various aspects of the P2P Pilot Program, including: P2P YYA placement, human resources issues, and ongoing work; P2P YYA professional development; P2P YYA status reports for reporting progress to HUD (the funder); and other issues that arise related to the P2P YYA’s work.
- b. Describe your community’s ability/capacity to engage with the Eastern and Western PA CoCs, the YHSI Core Team, and A4C (the Youth Action Board) throughout the P2P Pilot Program to share lessons learned, progress and successes, challenges and setbacks, etc.

Statement of Qualifications

D. Community Goals & Outcomes.

- a. Please explain why you believe the community partners being brought together have the ability and capacity to work together to identify shared goals and to develop and implement a community plan to address YYA homelessness.
- b. Describe any specific goal(s) or issue(s) your community has already identified regarding youth homelessness and housing instability that you would like to address through this pilot and the development of a community plan to address YYA homelessness.
- c. Describe the ideal outcomes your community would like to achieve through its participation in this 24-month pilot and the development of a community plan to address YYA homelessness.
- d. The P2P Pilot includes a program evaluation that will be used to implement a continuous quality improvement (CQI) process throughout the term of the pilot. Describe your community's approach to receiving feedback and implementing recommended changes that may be made as part of the program evaluation/CQI process.

Statement of Qualifications

E. Community Approach.

- a. Describe in general terms your community's approach to participating in this pilot. Indicate whether you have a specific structure identified (e.g., task force, committee, cross-systems collaborative, etc.) and/or existing structures that this work would leverage.
- b. Indicate whether there will be a lead agency/organization* designated for this project. (Note: the lead agency/organization can be the same agency/ organization that will serve as the P2P YYA "Host" but it can also be a different agency/organization.)
 - i. If so, describe which agency/organization will be the lead and why is this a suitable role for that agency/organization.*
 - ii. If you plan to designate a lead agency/organization but have yet to determine which agency/organization will fill this role, please explain how this decision will be made.

Statement of Qualifications

E. Community Approach.

- c. Please describe steps your community partners will take to effectively collaborate with the P2P YYA placed in your community to develop a community-wide plan to prevent and address homelessness and housing instability among unaccompanied and parenting youth, including working on any issue(s) your community has already identified. Please also address the following:
 - i. Describe the tasks you anticipate the P2P YYA being responsible for as part of your community's work on this Pilot and the development of a community-wide plan to address youth homelessness.
 - ii. Describe how the P2P YYA will be supported in accomplishing these tasks.
 - iii. Describe how your community partners will assist the P2P YYA in gathering data and information to inform the development of the community-wide plan and to contribute to other YHSI project activities, such as the needs/gaps analysis, equity analysis, CES evaluation, P2P program evaluation, etc.

Statement of Qualifications

E. Community Approach.

- d. Please describe how the partners participating in the pilot will share the workload.
 - i. Describe the frequency and duration with which your community partners will meet as a group to advance the work of this pilot.
 - ii. Describe the level of availability of the various community partners when it comes to working on this project outside of meetings. Indicate the number of hours on a weekly or monthly basis that the various partners will be able to set aside to further the work being done through this pilot.

Statement of Qualifications

F. Community/Organization Experience.

- a. Summarize any similar/relevant projects on which the community has worked.
 - i. Describe the community partners involved in any prior projects and their roles. Include any lessons learned regarding how to engage with community partners or stakeholders that were reluctant to participate in the prior projects being described.
 - ii. Describe successes and challenges your community experienced through such efforts.
 - iii. Describe whether/how such projects resulted in changes and/or improvements in how your community approached an issue/problem. If your community had difficulties implementing changes or improvements in response to previous similar projects, describe lessons learned from that experience and what you might do differently in this pilot.

Statement of Qualifications

F. Community/Organization Experience.

- b. Describe the “Host” organization’s* experience with the following (if the “host” organization lacks the specific experience asked about, please indicate this and describe if your organization has any similar experience):
 - i. Working specifically with groups of youth and young adults in settings such as the CoCs’ YAB and/or other groups of people with lived experience of homelessness/housing instability (see Appendix for resources related to this topic).
 - ii. Working with groups in the homelessness, housing instability, human services, juvenile justice, child welfare, education, or related sectors.
 - iii. Implementing programs/projects that serve persons experiencing homelessness at the local level. Include familiarity with HUD’s Continuum of Care Program, Emergency Solutions Grant Program, Youth Homelessness Demonstration Program, or other similar programs (e.g., HHS Runaway and Homeless Youth Program, McKinney-Vento education programs, etc.).

Statement of Qualifications

G. Key Staff Qualifications and Experience.*

- a. Identify the key staff who will work on this project at the “host” organization,* along with any key staff at partner organizations. By “key staff,” we mean those who will be working on advancing the P2P Pilot in your local community and working with the P2P YYA on a regular basis.
- b. Describe the youth-specific skills and experience of the key staff who will work on the development and implementation of the P2P Pilot Program in your community. Your response should focus on any staff at the “host” organization* who will be providing direct supervision to the P2P YYA. It should also include any key staff at other partner organizations who were listed in a.
 - i. Indicate whether key staff who will work on this project have ever been trained on the following topics/approaches: Positive Youth Development, Trauma-Informed/Healing-Centered Care, Equity and Power Sharing, and Racial and LGBTQIA+ Equity.
 - ii. If any of the key staff listed do not have youth-specific expertise, describe what your community will do to ensure that the staff working on the P2P Pilot are able to effectively collaborate with the P2P YYA, along with the YAB and YHSI Core Team, throughout the implementation of the P2P Pilot.

Statement of Qualifications

G. Key Staff Qualifications and Experience.*

- c. Describe how the skills and experience of key staff who will work on this Pilot will be employed to ensure success in the development and implementation of the P2P Pilot.* This should include staff skills and experience related to:
 - i. Evaluation of projects or programs targeted to those experiencing homelessness or housing instability or similar populations.
 - ii. Homeless Management Information System data and other similar/relevant data/data systems.
 - iii. Supporting authentic and meaningful engagement of youth and people with lived experience of homelessness/housing instability.

Statement of Qualifications

H. Written Commitments.

- a. Include a minimum of three (3) written commitments from community partners interested in participating in this Pilot.
- b. One of the letters must be from the "host" organization.*
- c. Two letters should be from county-level organizations/agencies.
- d. If an agency/organization has "key staff" included in the responses to section G, it is expected a written commitment will be provided by that agency/organization.

Statement of Qualifications

I. Approach to Deliverables.

- a. Review the anticipated deliverables and provide a brief description (1-3 sentences) of the approach your community will take to ensure completion of each deliverable.

NOTE: Expected Project Activities/Deliverables are covered on pages 6-8 of the RFQ.

- b. Indicate your community's willingness/ability to meet with the YHSI P2P Project Manager and the YHSI Core Team and/or YAB, as needed, to ensure effective coordination and deliverables are met.
- c. Describe which key staff and/or other representatives will be responsible for ensuring effective coordination and completion of deliverables.

Statement of Qualifications

J. Additional Information.

- a. Review the YAB's Truth and Value Statements and indicate your organization's willingness to abide by them for this project.
- b. Please affirm your community's commitment to the following if selected as a P2P Pilot Community:
 - i. The agencies/organizations and individuals that will participate on behalf of our community are committed to being meaningfully engaged in the process and will fully participate in the P2P Pilot activities, as needed.
 - ii. The agencies/organizations and individuals that will participate on behalf of our community will treat the P2P YYA placed in our community with respect and do our best to create a space of belonging and graciousness, as outlined in the A4C truths and values statements.
 - iii. The agencies/organizations and individuals that will participate on behalf of our community will respond appropriately to the P2P Project Manager, P2P YYA, the YHSI Core Team, and/or the Eastern PA/Western PA CoCs in the event that our community is not meeting the milestones or expectations set through the P2P Pilot.

YAB's Truth and Value Statements

Values Statements:

1. A Gracious and Affirming Environment
2. Respectful Language
3. Authentic and transparent process
4. Working with the HAB or YAB is not a charity
5. Respect our expertise and experience

Truths Statements:

1. Everyone deserves a home
2. Homelessness is a system of oppression
3. Invisible disabilities are real
4. An open and inclusive environment is critical to our work

Questions???

Next Steps

**Fully read/review the
YHSI P2P Pilot
Communities RFQ**

RFQ can be [found here](#)

Be sure you understand what
the YHSI P2P Pilot is about.

**Assemble your
Community's Team!**

Figure out which agencies/
organizations in your county
want to participate in the Pilot.

**Start gathering input
from your team's
community partners**

Be sure to start working on the
application early to ensure you
are able to incorporate input
from all partners.

Next Steps

**Attend the next
webinar to learn more
and to ask questions.**

[Registration link here!](#)

Next webinar: Thursday,
January 16, 2025 1:00PM -
2:30PM

**Learn more about YHSI
on our website and
email Ciarra with
questions until
February 21, 2025.**

Learn more at:
<https://pennsylvaniacoc.org/yhsi>

Email Ciarra at:
ciarra@dma-housing.com

**Submit your
application to be a
Pilot Community!**

All Applications are due
February 26, 2025 by 5PM EST

Thank you for attending!

The recording of this webinar will be posted to <https://pennsylvaniacoc.org/yhsi>