Nashville-Davidson County Continuum of Care

REQUEST FOR PROPOSAL (RFP)

Youth Homelessness Demonstration Program Nashville-Davidson County

Application Due Date: Tuesday April 30, 2019 by 5:00pm

Applications are to be submitted by email to Suzie Tolmie at STolmie@Nashville-MDHA.org and cc' Hannah Nell at Hannah.Nell@nashville.gov

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PURPOSE

The purpose of this document is to provide information on the Nashville-Davidson County Youth Homelessness Demonstration Program Request for Proposal.

BACKGROUND

In March 2016, 17 agencies and organizations in Nashville-Davidson County formed a steering committee to create Nashville's first community plan to address youth and young adult (YYA) homelessness for 18 - 24 year olds. Entitled *The Key Action Plan*, the plan sought to establish a shared vision for a long-term solution for Nashville, while also developing several near-term objectives that could be put into action within 12 - 18 months.

Despite the great work being done through the implementation of this plan and by the steering committee, youth are still experiencing homelessness at alarming rates in our community. Together, our Continuum of Care (CoC) YYA Committee and Youth Action Board (YAB) have established the need to create a system that quickly and accurately identifies YYA experiencing homelessness or who are atrisk of homelessness and ensure a clear path towards permanent housing stability.

In July of 2018, Nashville-Davidson County was awarded one of 11 Housing and Urban Development (HUD) Youth Homelessness Demonstration Program (YHDP) grants. This grant allows the community to build upon the initial plan created in 2016 and create a new, more robust plan focused on preventing and ending homelessness for unaccompanied youth and young adults. Furthermore, it brings together the YYA Committee and YAB to ensure that the community's implementation of an effective housing crisis resolution system fully incorporates youth voices and evidence-based practices.

Since August 20, 2018, the YYA Committee has met on a weekly basis to assist in the writing and structuring of a Coordinated Community Plan (CCP) to guide the work of effectively ending youth and young adult homelessness in Nashville. The YYA Committee is currently composed of 11 agencies and at least two YAB members. Together they established a governance structure to assist in YHDP decision-making for the CCP.

Leading the coordination of YHDP and its activities is the Homeless Impact Division (MHID) of Metro Social Services, local lead for Coordinated Entry and the Homeless Management Information System (HMIS). MHID is working closely with the CoC Collaborative Applicant, the Metropolitan Development and Housing Agency (MDHA), and the Continuum of Care Homelessness Planning Council (HPC), the CoC governing body, to ensure that the work of this grant and the CCP align with the larger CoC strategic plan and housing crisis resolution system.

YHDP Shared Vision

We in Nashville-Davidson County envision a city in which no youth or young adult experiences the indignity and trauma of homelessness.

Ending youth homelessness does not mean that no youth or young adult in our city will ever experience a housing crisis again. Rather, it means having a response system in place that ensures that homelessness is prevented whenever possible, and that a prompt, open response is available – including appropriate, youth-defined housing options – on those rare occasions when a youth does experience homelessness.

YHDP Guiding Principles

- The United States Interagency Council on Homelessness Youth Framework and the Four Core Outcomes.¹
- Responding to the needs of special populations
- Positive Youth Development and Trauma-informed Care ²
- Family engagement³
- Immediate access to housing with no preconditions⁴
- Youth choice
- Individualized and client-driven supports
- Social and community integration
- Coordinated Entry⁵

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https://www.usich.gov/resources/uploads/asset_library/USICH_Youth_Framework__FINAL_02 13 131.pdf

² http://hhyp.org/wp-content/uploads/2012/02/HHYP_10Reasons_Flyer.pdf

³ https://www.evas.ca/wp-content/uploads/2017/02/family.reconnect.toolkit.2016.pdf

⁴ https://www.hudexchange.info/resources/documents/using-a-housing-first-philosophy-when-serving-youth.pdf

• The Nashville Youth Homelessness Demonstration Project is committed to providing all youth and young adults with an environment of respect and dignity. No young person will be denied services or equal treatment based on their race, ethnicity, color, sex, sexual orientation, gender identity, religion, national origin, disability, family structure, or health diagnosis, summarized in the application as *Equitable Treatment*.

All YHDP projects funded through this RFP are required to align project design and implementation with the guiding principles outlined above. For more detailed information on the Guiding Principles, please refer to the Coordinated Community Plan, which may be found at: http://www.nashville-mdha.org/wp-content/uploads/2016/07/Nashville-YHDP-CCP.pdf.

YHDP Goals and Outcomes

# Goals		Outcomes
1	Identify all unaccompanied youth and young adults (YYA) experiencing homelessness in Nashville-Davidson County.	Creation of a quality By-Name List, as determined by Built for Zero's Quality By-Name List Scorecard. One list will be for youth and young adults under the age of 18 and another By-Name List for youth and young adults 18-24 years of age.
whenever post provide imme barrier crisis	Prevent and divert homelessness whenever possible and otherwise provide immediate access to low-	1. Creation of Nashville-Davidson County's first large-scale prevention and diversion program for youth and young adults.
	barrier crisis housing and services to any YYA who need and want it.	2. Establishment of Nashville's first year-round crisis response system for YYA.
3	Effectively link all YYA experiencing homelessness to housing and service solutions that are tailored to their needs through the use of the Coordinated Entry System.	Nashville has a robust Coordinated Entry System that links youth and young adults with available tailored resources they need.
4	Swiftly assist YYA to move into permanent or non-time-limited housing options with appropriate services and supports.	1. Grounded in youth voice, and via quality data collection through the Homeless Management Information System (HMIS), Nashville understands the scope and scale of housing and service options needed to make youth and young adult homelessness rare, brief and one-time.

⁵ https://www.hudexchange.info/resources/documents/coordinated-entry-for-youth-brief.pdf

		 Youth and young adults in Nashville have at their disposal a variety of low-barrier housing options at a scale sufficient to create a crisis response system capable of housing sheltered and unsheltered youth within 90 days from the point of identification and ensure that few youth experience homelessness at any given time. Youth and young adults are welcomed by service providers who share the guiding principles outlined in the CCP and are aligned with youth and young adult sensibilities.
5	As a community, have resources, plans and system capacity in place to continue to prevent and quickly end future experiences of homelessness among youth and young adults.	Nashville has the capacity to keep the number of youth and young adults experiencing homelessness less than the average of young and young adults being connected with.

REQUEST FOR PROPOSALS DESCRIPTION

On behalf of the Nashville-Davidson County Youth Homelessness Demonstration Program (YHDP), the Nashville-Davidson County CoC requests proposals from service provider(s) to implement programs as defined by the Nashville-Davidson County YHDP CCP.

The Nashville-Davidson County CoC is seeking applications from eligible organizations to implement three different projects approved by the local YYA Committee, Youth Action Board, and CoC Homelessness Planning Council.

Applicants are allowed and encouraged (if there is organizational capacity) to apply for more than one project type. If an applicant decides to apply for more than one project, the applicant will need to submit separate applications for each project they are applying for.

Applicants are encouraged to collaborate with other providers in the community. Under a collaborative model, one organization would apply as the lead applicant and the other organization(s) would be considered a sub-recipient.

See Appendix A for detailed information on each project.

Project Types include:

- 1. Diversion for Youth and Young Adults 24 years of age and younger. Applicants are encouraged to partner with subrecipients if they do not feel comfortable serving a particular age range under this grant.
 - a. CoC Component Type: Supportive Services Only (SSO)
 - b. Maximum Available Funding Amount for the project period of 2 years: \$572,800 annually. Each YHDP project requires a cash or inkind match of eligible costs at 25%. The maximum match required for this project type is \$143,200 annually. There is also an additional \$67,200 annually available to build into this project for providing Short-Term Crisis Housing Host Homes⁶. The maximum required match amount on this portion of the project is \$16,800 annually.
- 2. Rapid Rehousing *Plus* for young adults ages 18-24 (up to their 25th birthday). Applicants have the option to apply for two types of waivers if interested. These waiver options are listed in *Appendix A*, under the RRH Project Description. *Waivers are not guaranteed approval. If waiver is not granted applicant will be required to execute the RRH project as a regular RRH project.*
 - a. CoC Component Type: Rapid Rehousing (RRH)
 - b. Maximum Available Funding Amount for the project period of 2 Years: \$1,072,688 annually. Each YHDP project requires a cash or inkind match of eligible costs at 25%. The maximum match required for this project type is \$268,172 annually.

The YYA that can be served under the YHDP grants are those who meet categories 1, 2, and 4 of the HUD CoC and ESG Program definitions of homelessness. More information on these categories can be found in *Appendix B*.

If selected, each project would be awarded for a minimum of two (2) years with the possibility of renewal annually thereafter, beginning in the FY 2020 HUD Continuum of Care Program competition.

⁶ **Short-term host homes** are an intervention for youth who are currently experiencing homelessness for any variety of reasons, including but not limited to family conflict, poverty, gender identity and sexual orientation. The goal of short-term host homes is to provide a safe, temporary, welcoming space for up to six months where the young person has time to repair their relationships with self-identified family or make decisions about other housing options with the support of a caring housing case manager. Definition from PointSource Youth: https://www.pointsourceyouth.org/host-homes

Applicants are encouraged to consider how their project designs will address the unique needs of youth and young adults who are often at a greater risk of experiencing homelessness and have unique needs that should be considered and appropriately addressed for youth and young adults to have better outcomes as they transition out of homelessness. These populations are:

- Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, and Asexual young people;
- Pregnant and Parenting Youth and Young Adults;
- Youth and Young Adults involved in the Juvenile Justice System;
- Youth involved in the Foster Care System;
- Victims of Trafficking and Exploitation;
- Minorities; and
- Youth and Young Adults with Disabling Conditions

PROPOSAL TIMELINE

A Bidder's Conference with MDHA and Metro Homeless Impact Staff will be held at 8:30 a.m. on April 8, 2019 in the Collaboration Center at MDHA, 701 South Sixth Street, Nashville TN 37206. The Bidder's Conference is open to any interested applicant, as well as to members of the public.

To be considered for this opportunity, full completion and submission of the YHDP Application must be submitted by email to Suzie Tolmie (stolmie@Nashville-MDHA.org) with Hannah Nell (Hannah.Nell@nashville.gov) cc'd by April 30, 2019 at 5pm CST.

- April 1 RFP is released
- April 8 Bidders Conference
- April 12 Written Questions from interested agencies due by 5pm.
- April 18 Answers to written questions emailed out to all agencies.
- April 30 RFP is due to Suzie Tolmie and Jessica Ivey
- May 21 Projects rated and ranked by the Performance and Evaluation Committee
- June 1 Final approval of ranking by YAB
- June 12 Approval by CoC Homelessness Planning Council
- June 15 YHDP Awardees Announced
 - o Applicants will be informed if they are awarded or not by email to person and email that is included in the application.

ADDRESSING REVIEWER BIAS

To reduce the unintentional impacts of bias, we ask respondents to include identifying information in the application forms (i.e. agency name), only when the form specifically asks for the name. All identifying information will be maintained in the coversheet and HEARTH Act & Opening Doors: Laws sheet, which will not be shared with reviewers.

AGENCY ELIGIBILITY

Eligible applicants for these funds include nonprofit housing and/or supportive services organizations, public housing authorities, or other public agencies.

MINIMUM REQUIREMENTS

To be considered for funding through this RFP, projects must meet or be prepared to meet the following requirements by September 2019.

- Be located and/or able to provide services in Nashville-Davidson County geographic area and serve youth and young adults who are experiencing homelessness;
- If awarded funding, agree to work in conjunction with the YAB and YHDP Steering Committee on program design and implementation;
- Agree to utilize any recommendations of the YHDP Steering Committee, YAB, and Sub-committees formed under YHDP on program design, including assessment tools, and implementation;
- Not be debarred from receiving federal funds and in good standing with all government and funding contracts;
- Participate in the Homeless Management Information System (HMIS);
- Adhere to Housing First practices while serving households experiencing homelessness; and
- Incorporate all the YHDP values outlined in this document into projects being implemented; and
- . Participate in and accept of all new program referrals from the Nashville-Davidson County Coordinated Entry System as outlined in the CES Policy and Procedures Manual, see http://www.nashville-mdha.org/wp-content/uploads/2016/07/CES-Policies-and-Procedures-Manual_Final-_July-2018.pdf.

EVALUATION PROCESS

Applications will be rated and ranked by volunteers serving on the CoC Performance Evaluation Committee (PEC), the body responsible for scoring annual applications for CoC competitive funding from HUD. This body includes two members of the Youth Action Board. The ratings and rankings will be presented to the entire Youth Action Board for comment and approval and then take to the CoC Homelessness Planning Council for final approval.

Applicants must complete and submit the YHDP application and all other required documentation. Applications will be evaluated based on a 100 point scoring matrix, with 100 being the highest and 0 being the lowest possible score. Applicants may be invited for interviews to present their applications in more detail and to answer any questions the PEC may have. However, applications may be ranked without interviews; hence, applicants are encouraged to submit their applicants as comprehensively as possible in the space provided.

Appendix A: YHDP Project Types & Descriptions

Diversion with Short Term Crisis Ho	using Host Homes
	imed at creating a diversion
	help create an alternative
response for una	accompanied young people
under the age of	24 who are experiencing or at
risk of experience	cing a housing crisis. This
project will include	ude supports to help ensure
housing stability	7.
Core Elements:	:
Single Point of I	
	ion with the current Nashville-
	ounty CES, YHDP Steering
·	YAB, Department of Children
*	CS), and Juvenile Justice (JJ) to
-	single point of entry for young
	the age of 18.
	to include a physical location, a
	the ability to go out and meet
	e where they are physically
Assessment and	_
	ion with YHDP Steering
	YAB, DCS and JJ utilize the
	d assessment and triage tool to
1 -	needs of, and risks faced by
	e under the age of 18 to help
-	referral for services needed
	ntified housing crisis.
	AY-VI-SPDAT to help
	needed referral for services
	identified housing crisis for
YYA 18-24.	a conformaing with DCC II
	se conferencing with DCS, JJ,
	Behavioral Health to prioritize
	oung people under 18 to
_	services to meet their needs. se conferencing in partnership

with current case conferencing for YYA 18-24. Service Identify the need to include other system partners (Department of Children Services (DCS) and Juvenile Justice (JJ)) Identify housing resources (including family) and assist with working through the homelessness and housing system Financial Assistance that can include utility deposits, food assistance, transportation, and short-term child care costs. Continuously engage with youth while they are waiting for available housing resources and other service needs. Services can include linkage to: education services; employment assistance and job training; legal services; life skills training; mental health services; outpatient health services; substance abuse treatment services: connection to mainstream benefits; and parent coaching for family reunification and specific assistance for special populations including young adults who identify as LGBTQIA and victims of domestic violence or trafficking Assess young persons for continued service needs and support that will ensure housing stability Explore family conflict resolution and family engagement as an intervention. Utilize Short Term Crisis Housing Host Homes for emergency placement. Peer Specialist is a recommended staff position **Population** Unaccompanied young persons under the age of 24 experiencing homelessness, at imminent risk of homelessness, or fleeing an unsafe housing situation HUD Categories 1, 3, and 4

Project Type and Time Frame	Supportive Service Only (SSO) Up to 6 months of service aimed at resolving young person's housing crisis
Ideal Provider Characteristics	 Knowledge of continuum of services across CoC Experience with, or knowledge of homelessness and homeless service agencies Partnerships with agencies such as DCS, JJ, etc. Experience with, or willingness to participate in trainings for conflict management and mediation Experience with the following, or willingness to participate in related trainings: LGBTQIA Cultural Competency Domestic Violence and Trafficking Positive Youth Development Trauma Informed Care
Other Project Requirements	- Adherence to best practices and guiding principles of the CCP including:
Desired Outcomes	- Through diversion services reduce number of young people seeking emergency shelter

	 options by locating alternative safe options Clients served by diversion services will avoid homelessness Fewer households become homeless due to diversion services and decrease in number of young people experiencing homelessness Fewer parents and legal guardians are requesting that their young people under 18 remain detained in juvenile detention facilities for status offenses and other cases where detention is not legally authorized. More households remain together with young person through mediation and other diversion services Increase in resource connection for households served by diversion services Improved data that indicates percentage of successful diversion
Maximum Annual Award	\$572,000 + \$67,200 (Short Term Crisis
Amount Available	Housing Host Homes)
Annual Match Amount Needed	\$143,000 + \$16,800 (Short Term Crisis
(25% of Award Amount)	Housing Host Homes)

18-24 Rapid Rehousing <i>Plus</i>	
Project Summary	This project is aimed at providing stable
	housing for young adults experiencing a
	housing crisis including services for housing
	stabilization.
	Core Elements:
	Single Point of Entry
	- Utilize current YYA CES point of entry.
	Assessment and Triage
	Utilize TAY-VI-SPDAT to help identify the
	needed referral for service, based on identified
	housing crisis.
	Housing Identification
	- Collaborate with other CoC Partners to
	manage relationships with landlords who

have safe and appropriate rental units for young adults. This needs to include a Housing Locator specified for this population.

Move-In and Rental Assistance

- Provide assistance with move-in, including lease obligations and training of tenant rights
- Administration of rental assistance, including shared housing/roommate situations

Housing Based Case Management and Supports

- Housing Navigation staff to assist with document gathering and navigating the homelessness/housing system
- Connection to resources such as education services; employment assistance and job training; legal services; life skills training; mental health services; outpatient health services; substance abuse treatment services; connection to mainstream benefits; social-emotional supports; childcare for pregnant and parenting young adults; specific assistance for special populations including young adults who identify as LGBTQIA and victims of domestic violence or trafficking

Overall Needs

- Identify the need to include other system partners (DCS and JJ)
- Identify housing resources (including family) and assist with working through the homelessness and housing system
- Continuously engage with young adult while he/she is waiting for available housing resources and other service needs. Services can include linkage to: education services; employment assistance and job training; legal services; life skills training;

Population	mental health services; outpatient health services; substance abuse treatment services; connection to mainstream benefits; and parent coaching for family reunification. - Peer Specialist is a recommended staff position Unaccompanied young adult between the ages
	of 18-24 experiencing homelessness, at imminent risk of homelessness, or fleeing an
	unsafe housing situation.
	HUD Categories 1, 2 and 4. Priority will be
	given to those who meet criteria for category 1 and 4.
Project Type and Time Frame	Permanent Housing: Rapid Re-Housing (PH-
	RRH)
	Up to 36 months of rental assistance ("RRH
	Plus", if HUD grants waiver), with up to 6
Ideal Provider Characteristics	months of case management post assistance.Knowledge of continuum of services across
ideal Flovider Characteristics	CoC
	- Experience or knowledge of homelessness
	and homeless service agencies
	- Partnerships with agencies such as DCS, JJ, etc.
	- Experience or willingness to participate in
	trainings for conflict management and
	mediation.
	- Experience or willingness to participate in
	trainings related to the following: o LGBTQIA
	Cultural Competency
	O Cultural CompetencyO Domestic Violence and
	Trafficking
	 Positive Youth Development
	 Trauma Informed Care
Other Project Requirements	- Adherence to best practices and guiding
	principles of the CCP including:
	Trauma Informed Care Positive Youth Development
	 Positive Youth Development

Desired Outcomes	 Housing First Client and Data Driven Support Progressive Engagement Participation in the Nashville-Davidson County Coordinated Entry System Participation in the Nashville-Davidson County Homeless Management Information System, including data entry into the CES Provider Participation in Case Conferencing Housing Retention/Permanency In Program Post Program Increase of Income Employment/Education Outcomes (e.g. placements or outputs) Engagement in services and community-building activities Safe Exits Financial Literacy/Health Permanent Connections to Caring Adults Program prevents homelessness reoccurrence (system measure) 	
	- Increase in connection to mainstream	
Maximum Annual Award	resources (system measure)	
Amount Available	\$536,344	
Annual Match Amount Needed	ψυυ,υττ	
(25% of Award Amount)	\$134,086	
Waivers To Apply For	- Extending to 36 Months	
(Apply with assistance from	- In and out of Rental Assistance	
HUD YHDP Technical	*Waivers are not guaranteed approval. If	
Assistance) See Appendix C	waiver is not granted applicant will be	
for more information.	required to execute the RRH project as a	
	regular RRH project.	

Appendix B: Eligible YHDP HUD Categories of Homelessness

Category 1: Literal Homelessness	 Staying in or seeking shelter including emergency shelter, transitional housing, or hotel or motel paid by government or charity; Staying on the street or other place not meant for human habitation (ex. car, garage, park, abandoned building); OR Exiting an institution (ex., jail, hospital, juvenile detention) where the youth was a resident for 90 days or less AND the youth resided in emergency shelter or place not meant for human habitation immediately prior to entering that institution.
Category 2: Imminent Risk of Homelessness	 Staying in own housing, but being evicted within 14 days; Staying in a hotel or motel paid for by someone other than a government or charitable organization, including the youth, family, or friends where the youth cannot stay for more than 14 days (often due to lack of ability to continue paying); OR Staying with family or friends and being asked to leave within 14 days, which includes: Youth staying with their biological parents, relatives, any individual they identify as family or a friend Youth who are moving from one home to another "couch surfing" and cannot stay at their current home or "couch" Youth who are in a legal guardianship Additionally, the youth must have no safe alternative housing, resources or support networks to maintain or obtain permanent housing.

Fleeing or attempting to flee their housing or the place they are staying because of domestic violence, dating violence, sexual assault, stalking, or other dangerous or life threatening conditions related to violence that has taken place in the house or has made them afraid to return to the house, including:

- Trading sex for housing;
- Trafficking;
- Physical abuse;
- Emotional abuse, such as threats, intimidation, and exposure to trauma;
- Family conflict that has caused a youth to feel physically or emotionally unsafe and unable to stay in their currently living situation;*
- Financial abuse, such as controlling a youth's income or stealing a youth's identity in order to use their credit;
- Violence (or perceived threat of violence) because of the youth's sexual orientation or gender identity;
 Active drug/illegal substance use in youth's current housing;
- Gang or neighborhood violence that is being directed to a youth in their home;** OR
 Other illegal activity in the household that is putting a youth or youth's child at risk
- *This may include young people who are being refused home after detention but would need to develop clear eligibility guidelines for monitoring and coordinate with CPS around abuse and neglect issues
- **Gang or neighborhood violence has to be directed at the youth in their home not just general neighborhood violence

Additionally, the youth must have no safe alternative housing, resources or support networks to maintain or obtain permanent housing.

Category 4: Fleeing Unsafe Situations

Appendix C: Possible Rapid Rehousing Waivers

You can find more information regarding the waivers by following this link to <u>Interim Rule</u>. The information can be found on page 73 of the document.

Extending to 36 Months

Under the RRH project, the applicant may consider requesting a waiver of 24 CFR 578.37(a)(1)(ii)(C) to offer more than the allowable 24 months total rental assistance under a RRH project. The applicant would need to demonstrate good cause for needing the waiver to serve youth and young adults who may have a higher acuity and may need a longer amount of rental assistance to meet the core outcomes of housing, education/employment, permanent connections, and wellbeing. The applicant will also need to determine the number of additional months beyond the 24-month limitation in the regulation allowable under a waiver.

In and Out of Rental Assistance

Under the RRH project, the applicant may consider waiver of 24 CFR 578.37(a)(1)(ii)(E) to allow a young person to remain eligible for the RRH project until the age of 25. The young person would still be restricted to 24 total months of rental assistance (unless the other waiver is also requested and approved), but the rental assistance would not need to be offered consecutively, allowing the young person to receive rental assistance when needed, go off rental assistance, and return back to rental assistance if the needs arises at a later date without going back through coordinated entry. The applicant would need to demonstrate good cause for needing this type of intermittent assistance until the age of 25 based on the need of youth and young adults targeted for the RRH project.