



## Request for Letters of Interest

### Youth Transitional Housing Partner & Rapid Rehousing Grant Transfer Opportunity

The Housing for Health Partnership (H4HP) is seeking a nonprofit agency or agencies to operate programs for transition age youth (TAY) experiencing homelessness in Santa Cruz County. H4HP is seeking organizations with a history of serving TAY experiencing homelessness and an interest in receiving funding and resources to support the operation of a TAY transitional housing program combined with rapid rehousing resources. By combining TAY-specific transitional housing with rapid rehousing, H4HP hopes to effectively support participants to attain and maintain permanent housing. H4HP will also consider letters of interest from organizations only interested in operating the TAY-specific rapid rehousing or the transitional housing program. However, preference will be given to an organization interested in operating a combined program that includes both transitional housing and rapid rehousing.

The rapid rehousing component will be funded through two existing Housing and Urban Development (HUD) Continuum of Care (CoC) Youth Homelessness Demonstration Program (YHDP) renewable grants being voluntarily relinquished and totaling approximately \$418,820 annually. The transitional housing program will involve the collaborative development of an application for Project Homekey youth set-aside funding to convert an existing residential treatment facility for children and youth into a transitional housing program. H4HP will also contribute youth set-aside funding from state grants to support the operations of the transitional housing site. This Request for Letters of Interest (LOI) is intended to initially identify qualified, interested agencies. The H4HP's recommended new program operator must be approved by the funder, the U.S. Department of Housing and Urban Development (HUD), current grant recipients, and the owner of the potential youth transitional housing property.

LOIs in response to this request must be submitted to [robert.ratner@santacruzcounty.us](mailto:robert.ratner@santacruzcounty.us) and [tonygardnerconsulting@yahoo.com](mailto:tonygardnerconsulting@yahoo.com) no later than Friday, April 15, 2022 at 3 PM.

### Background

In 2016, a collaboration of service providers, system leaders, and transition age youth (TAY) representing the Santa Cruz County Continuum of Care (CoC) successfully developed and was funded for a local YHDP Initiative. Key aspects of the initiative include:

- A vision of a community in which all youth and young adults are housed, thriving and experience a healthy transition into adulthood;
- A goal of preventing and ending homelessness among youth and young adults (YYA);
- A strategic plan entitled Ignore No More, the Santa Cruz County YHDP Coordinated Community Plan, which provides a roadmap for achieving this vision and goal; and
- HUD YHDP funding, which included an initial \$2.2 million for two years, followed by annual renewal-based funding of approximately \$1.27 million to support a continuum of YHDP projects

including shared housing, rapid rehousing (RRH), permanent supportive housing (PSH), a drop-in center, integrated supportive services, and a youth coordinated entry system (CES).

The H4HP is seeking increased program efficiency and effectiveness in permanently housing TAY by consolidating smaller grants and securing property for youth transitional housing. Mainstream resources from the Housing Authority of Santa Cruz will help support the transition of a HUD permanent supportive housing grant to rapid rehousing.

## **Resources Available**

### Youth Transitional Housing Property Opportunity:

The County of Santa Cruz has identified a potential location and real estate partner to help establish an 8-10 room transitional housing program for TAY with an estimated 16-20 bed capacity at 2716 Freedom Blvd. in unincorporated Santa Cruz County. The County and property owner are committed to securing the one-time and ongoing funding necessary to transform this location into a TAY-specific transitional housing site. The supportive service partner selected to manage the available rapid rehousing grants will have the chance to help design the proposed new transitional housing program.

### Rapid Re-Housing Program:

The TAY Rapid Rehousing program will be funded with approximately \$418,829<sup>1</sup> in annually renewable funding for from two existing YHDP project grants being voluntarily relinquished by their current grant recipients:

1. Housing Matters, Youth RRH: Housing Matters is voluntarily relinquishing its Youth RRH project funding. The current grant is \$226,067 and the grant year is from January 1, 2022 – December 31, 2022. Housing Matters recently submitted a renewal application for \$226,067 for the grant year from January 1, 2023 to December 31, 2023. The project targets young adults (18-24) without dependent children referred through the H4HP coordinated entry process. The amount available from the 2022 grant to be transferred to the selected new program operator will depend on Housing Matters program spending prior to the transfer and plans for meeting the needs of youth currently enrolled in the program. The entire 2023 grant will be available to the new recipient.
2. Santa Cruz County Housing Authority, New Roots PSH/RRH: The Housing Authority of the County of Santa Cruz (Housing Authority) is voluntarily relinquishing its New Roots Permanent Supportive Housing (PSH)/RRH project funding. The current grant is a PSH project for \$192,753 and the grant year is from January 1, 2022 – December 31, 2022. The Housing Authority recently submitted a YHDP replacement project request to replace the PSH renewal grant with a new RRH grant for \$192,753 for one year to begin once the HUD contract process is complete. The new project targets young adults (18-24) with or without dependent children. The Housing Authority is interested in transferring the grant as soon as possible pending selection of a new grant recipient and approval from HUD.

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<sup>1</sup> The actual amount available may change based upon HUD budget modifications in line with changes to area fair market rates (FMRs) for rental units.

H4HP will support the merging of the above HUD grants into a single grant according to HUD guidance on the timing and process for grant consolidations.

H4HP has initiated an inquiry with HUD to clarify the process and steps for each grant transfer.

Attached please find a more detailed summary of each of the RRH projects.

### **LOI Anticipated Timeline**

- March 25, 2022 – Deadline for optional brief email indicating intent to submit an LOI.
- April 15, 2022 – Deadline to submit an LOI.
- April – May 2022 – Recipient selection process.
- April – May 2022 – Preparation of Project Homekey transitional housing application.
- June 8, 2022 – Latest date for selection of new recipient.
- June – July 2022 – Transfer of grants to new program operator.
- July 2022 – New program operator starts services utilizing the remainder of available grant funds.
- Fall – Winter 2022 – New program operator applies to renew and consolidate the grants in the 2022 HUD CoC competition.
- Spring 2023 - Projected opening of new transitional housing program site.

### **New Program Operator Eligibility**

Eligible program operators must be a:

- Nonprofit organization;
- State or local government (including instrumentalities of state or local government); or
- Public housing agency.

### **New Program Operator Expectations**

The new Program Operator must:

- Be in good standing with HUD (if a current or prior HUD recipient or sub-recipient);
- Be willing to enter into grant transfer agreements with both current funding recipients and directly assume the responsibilities of both HUD grant agreements;
- Coordinate with the current grant recipients, H4HP, and HUD to plan and carryout the grant transfers;
- Participate as a full member in all local YHDP initiative activities;
- Participate as a H4HP member agency;
- Participate in the Coordinated Entry System (CES) and fill all units associated with the grants through the Youth CES process;
- Participate in the Santa Cruz County Homeless Management Information System (HMIS) by entering client data into the system in accordance with local HMIS policies and procedures;
- Use Housing First principles and other appropriate best practices for serving TAY experiencing homelessness;

- Meet HUD 25% cash and/or in-kind match requirements;
- Submit the HUD Annual Progress Report (APR) via the Sage reporting portal no later than 90 days after the end of the grant year;

### **Selection Factors**

Agencies exhibiting the following characteristics will be more likely to be selected as a program operator for these grants and the transitional housing program:

- History of success in serving TAY experiencing homelessness or a similar transition age youth (TAY) population;
- Prior experience and success in implementing a RRH or similar housing program to help participants achieve positive housing outcomes and stability;
- Prior experience operating temporary housing or residential programs for TAY experiencing homelessness;
- Prior experience implementing HUD CoC and/or YHDP projects;
- Demonstrated capacity to effectively manage federal funding awards;
- Willingness to be the lead operator of a new youth transitional housing program;
- Track record of leveraging mainstream resources to benefit participants;
- Existing partnerships and collaborations with local CoC and YHDP providers and mainstream resources for TAY;
- Active participation on the H4HP and local YHDP initiative, and demonstrated commitment to collaborative problem solving;
- Demonstrated use of Housing First and other youth-related best practice service approaches; and
- Commitment to actively involving youth participants in program philosophy and design issues.

### **Letter of Interest Requirements**

Interested agencies should send a brief email indicating the intent to apply to [Robert.ratner@santacruzcounty.us](mailto:Robert.ratner@santacruzcounty.us) and [tonygardnerconsulting@yahoo.com](mailto:tonygardnerconsulting@yahoo.com) **by Friday, March 25, 2022 at 3 PM**. While this is not mandatory, it will help H4HP staff prepare for submission review and will facilitate staff's ability to provide applicant support.

Interested agencies must submit a formal LOI to [robert.ratner@santacruzcounty.us](mailto:robert.ratner@santacruzcounty.us) and [tonygardnerconsulting@yahoo.com](mailto:tonygardnerconsulting@yahoo.com) **no later than Friday, April 15, 2022 at 3 PM**.

The letter of interest should:

- Be on letterhead;
- Be signed by an authorized person;
- Identify the point of contact with phone number and email address;
- Not exceed 4 typed pages with 1-inch margins and no less than 11-point font;
- Confirm the agency will meet all the above New Program Operator Expectations; and
- Address how the agency meets the above Competitive Characteristics.

## **Additional Information**

If you have questions or need any further information, please contact Robert Ratner at [Robert.ratner@santacruzcounty.us](mailto:Robert.ratner@santacruzcounty.us) or (831) 454-4925.

Attachment - Summary of Projects to Be Transferred

**Attachment**  
**Summary of Projects to Be Transferred**

**Housing Matters, Youth RRH**

<b>Current Grant Year</b>	January 1, 2022 – December 31, 2022
<b>Housing Units Funded</b>	
1-bedroom (HUD funded)	5 units, 5 beds
Shared housing (non-HUD-funded)	5 units, 5 beds
<b>Participants</b>	
Single Young Adults (18-24)	10
<b>Annual HUD Budget</b>	
Rental Assistance	\$110,016
Supportive Services	\$86,126
HMIS	\$15,465
Admin	\$14,460
<b>TOTAL</b>	<b>\$226,067</b>
<b>Minimum Match</b>	\$56,517

**Santa Cruz County Housing Authority, New Roots PSH/RRH**

<b>Current Grant Year (PSH) and Proposed Grant Year (new RRH)</b>	January 1, 2022 – December 31, 2022 (PSH) June 1, 2022 – May 31, 2023 (proposed in new RRH application; actual year depends on HUD contract)
<b>Housing Units Funded (in RRH Application)</b>	
1-bedroom (HUD funded)	3 units, 3 beds
2-bedroom (HUD funded)	1 unit, 2 beds
<b>Participants (in RRH Application)</b>	
Young Adults (18-24) with Children	5 (2 parents, 3 children)
Single Young Adults (18-24)	3
<b>Annual HUD Budget (in RRH Application)</b>	
Rental Assistance	\$118,764
Supportive Services	\$58,499 (includes \$27,686 for sub-recipient ECS)
HMIS	\$4,125
Admin	\$11,365
<b>TOTAL</b>	<b>\$192,753</b>
<b>Minimum Match</b>	\$48,188 (\$49,254 was proposed in new RRH application)