

**Public Housing and Community Development**  
**FY 2014 Housing & Non Housing Request For Applications (RFA)**  
**ADDENDUM No. 3**

DATE: October 18, 2013

TO: All Prospective Applicants

FROM: Gregg Fortner, Director  
Public Housing and Community Development

SUBJECT: FY 2014 Housing & Non Housing Request For Applications (RFA) Addendum No. 3

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This addendum includes corrections to information in both RFA books and the Technical Assistance Workshops held October 15 and 16, 2013.

PHCD Compliance Requirement: PHCD will adhere to compliance guidelines pursuant to Resolution No. R-630-13 approved by the Miami-Dade County Board of County Commissioners on July 16, 2013.

**BOOK 1**

- On page 55- Technical Assistance /Microenterprise Lending Subsection Question # 2  
Does the applicant have experience providing Economic Development Technical Assistance services within any of the Neighborhood Revitalization Strategy Areas (NRSAs) in Miami-Dade County?  
**It currently reads:**  
0 to 4 years (1 pt.)      5 to 7 years (3 pts.)      More than 5 years (5 pts.)  
  
**It should read:**  
0 to 4 years (1 pt.)      5 to 7 years (3 pts.)      More than 7 years (5 pts.)
- On page 18 – The date for the South Miami Community Advisory Committee MUST Presentation meeting should read Monday October 21, 2013 not Wednesday October 21, 2013.

**BOOK 2**

- On Page 67 – The following paragraph should read: While no specific amount is identified to be allocated specifically for either of these two short and/or medium term rental assistance categories, it is anticipated that no more than twenty-five percent (25%) of the total available allocation for Short and/or Medium term rental assistance will be provided for Homeless Prevention Activities.
  - ESG Clarification: Applicant requesting ESG funds under this RFA must commit to the following requirements by completing and including the Homeless Funding Application Certification Form as part of its Application for funding:
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1. Project has a plan in place to provide the supportive services for the targeted population(s) to be served either directly by the applicant, or documented through the MOA or other agreement provided at the time of contract execution.
  2. Project's admission and/or assistance criteria, as applicable, is appropriate as well as consistent with screen-in policies and best practice for the target population to be served by the project.
  3. The project will participate in the CoC's coordinated intake and assessment process, including acceptance of all referrals to the homeless units/beds.
  4. The project will participate in the Homeless Management Information System, as well as ensure meeting the minimum data quality standards.
  5. The project will provide housing and services consistent with the CoC's established Standards of Care, as may be amended from time to time.
  6. The project will be required to meet minimum performance measures, including those USHUD required performance measures.
- On Page 68- Note changes to the scoring table (see attachment)
  - On Page 69- Title should read: ALL HOMELESS RENTAL HOUSING DEVELOPMENT FUNDING APPLICATIONS (CAPITAL AND ESG) ORGANIZATIONAL QUALIFICATIONS AND PROPOSED PROJECT NARRATIVE FOR HOMELESS HOUSING DEVELOPMENT AND ESG PROPOSALS ONLY
  - On Page 69 – Section A. Organizational Qualifications, History and Structure (refer to Scoring Table for maximum points possible). Chart under location title should read: & Type of project (leased building, owned building etc. For Services Only lines, it should read Service Only Rapid Re-housing, Service Only Homeless Prevention and Service Only.
  - On Page 70 – Title should read: ALL HOMELESS FUNDING APPLICATIONS (CAPITAL & ESG)
  - On Page 70 – Section B, Target Population (refer to Scoring Table for maximum points possible) #1- should read Describe the targeted population to be served (families or singles, if singles: men, women, coed, etc; chronically homeless) Maximum points awarded for projects serving chronic homeless individuals.
  - On Page 70 – Section C, #1 – The narrative must include a service coordination component which describes how your project facilitates the availability of and access to an appropriate array of services and resources that promote quality of life for and housing retention of homeless residents. The narrative should fully describe how service coordination will be provided from the project. ESG applicants must specify how many beds will be offered based on the available funding and the target population to be served (e.g. men, women).
  - **a.** Type of housing program: For capital requests: type of (transitional, permanent supportive housing and model/approach, i.e. Housing First, safe haven). For ESG: shelter, homeless prevention, rapid re-housing.
  - **b.** Describe the services to be provided (case management, substance abuse treatment, mental health services etc.) both on-site and off-site, and who will be providing the services (e.g. your agency, sub-contracted to other providers, etc.), including specifically how the following
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services are provided (as applicable): education, independent living skills, vocational/employment training, and permanent housing placement assistance or retention. If a Capital Request for a Housing First program, please describe in detail the model that you will apply to the project and expected outcomes based on existing evidence-based evaluation(s) of the model.

- **c.** How such services will be funded for the period of restricted use as homeless housing (if applicable).
- **d.** The referral, intake and orientation process and how it is linked with the coordinated intake and assessment process, including eligibility criteria for your program (including any restrictions such as family size, age, etc.) Fully describe the case management services offered in the narrative, including client-centered strength-based approach, frequency/duration of case management (one-on-one, daily etc.) the links to other services, how clients are prepared for independent living, how clients are assisted in obtaining employment and permanent housing or retention, etc.
- On Page 71 – Title should read: ALL HOMELESS RENTAL HOUSING DEVELOPMENT
- On Page 71 – h: NOTE; *For all homeless housing projects*; Case management services must be provided to all residents and applicant must fully describe the case management services offered in the narrative, including frequency/duration of case management (one-to-one, daily etc.) the links to other services, how clients are prepared for independent living, how clients are assisted in obtaining employment and permanent housing, etc.

*For permanent housing project:* The narrative must include a service coordination component which describes how your project facilitates the availability of and access to an appropriate array of services and resources that promote quality of life for and housing retention of homeless residents. The narrative should fully describe how service coordination will be provided from the project.

- On Page 71 – Section D. Additional information: If a proposal is requesting funds as match for another source of homeless funding, please identify the source of such funding and describe the need for such match. If proposal is requesting funds for any other development which will serve the priority sub-population described herein, the applicant must submit documentation of firm funding commitments.
- See updated 2013 Section 8 Utility Allowance Chart

Attachments: Revised Homeless Scoring Chart  
2013 Section 8 Utility Allowance Chart

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