



**2017-2018 FUNDERS COLLABORATIVE**

**REQUEST FOR PROPOSALS RELATING TO**

***CITY PLANNING GRANTS  
TO PREVENT AND COMBAT HOMELESSNESS  
IN LOS ANGELES COUNTY***

**Released on Friday, July 28, 2017**

**The deadline for proposal submission is Monday, September 18, 2017.**



## 2017-2018 FUNDERS COLLABORATIVE RFP

### CITY PLANNING GRANTS TO PREVENT AND COMBAT HOMELESSNESS

#### INTRODUCTION

The Home for Good Funders Collaborative is administering this request for proposal process in partnership with the Los Angeles County Homeless Initiative to solicit and make funding recommendations on proposals that will result in a Homelessness Plan for each city which receives a grant.

Cities have played a vital role since the inception of the Los Angeles County Homeless Initiative in 2015, including participation in the development of the strategies that aim to prevent and combat homelessness. On June 13, 2017, the Los Angeles County Board of Supervisors approved [Measure H funding recommendations](#). The Board also allocated \$2,000,000 in one-time funding from the County general fund to support coordination efforts of the Councils of Governments and planning efforts for cities in the Los Angeles Continuum of Care; this Board motion can be viewed [here](#).

For this RFP, the Funders Collaborative is seeking proposals from the eligible cities within the Los Angeles Continuum of Care (all cities except Glendale, Long Beach, and Pasadena) that are built on collaboration with internal and external stakeholders to assess challenges and opportunities (existing and future) and develop a Homelessness Plan that will serve as a road map for the city's participation in preventing and combating homelessness locally and regionally. To assist cities in the development of their proposals, an outline of the Homelessness Plan, which each city that receives a grant will develop, will be available at the Applicants' Technical Assistance Session on August 10, 2017, and a standardized planning template will be made available in early November.

Please submit a completed application package to the Funders Collaborative by noon on September 18, 2017, by visiting [www.homeforgoodla.org/grantseekers](http://www.homeforgoodla.org/grantseekers). Applications may be submitted prior to the deadline.

For questions related to the grantmaking process, please email Home for Good at [rfp@unitedwayla.org](mailto:rfp@unitedwayla.org). For questions related to the County Homeless Initiative, please email [homelessinitiative@lacounty.gov](mailto:homelessinitiative@lacounty.gov) or visit [homeless.lacounty.gov](http://homeless.lacounty.gov).

#### GRANTMAKING TIMELINE

Date/Time	Key Activities
7/24/17	Cities Web Meeting at 9:30am – 11:30am
7/28/17	Home for Good Funders Collaborative releases the request for proposals
7/31/17	2017 Homeless Count details will be available at <a href="#">LAHSA website</a> .
8/1 – 9/14/17	Individual technical assistance is available to the applicants via phone or in person.
8/10/17 1:30pm (90 min)	Voluntary Technical Assistance session for the prospective City Planning Grant applicants will take place at United Way, 4 <sup>th</sup> Floor Conference Room, 1150 South Olive Street, Los Angeles, CA 90015. Please RSVP <a href="#">HERE</a> by August 4. Space is limited. In order to ensure at least one seat per city, we may need to contact you to prioritize your RSVPs.  You may also participate in the TA Session via web by registering <a href="#">HERE</a> . Call-in number is (866) 901-6455. Access Code is 964-657-641.
9/18/17 Noon	Last day to submit planning grant proposals – email your application package to <a href="mailto:rfp@unitedwayla.org">rfp@unitedwayla.org</a> .
By 10/31/17	Grantees are selected and notified. The grant term will run from November 2017 through March 31, 2018 unless more time is needed (maximum 3 additional months), in which case a request for an extension and rationale need to be included in the proposal.
Nov. 2017	Begin contract execution
Early Nov.	Grantee Orientation (mandatory)



## 2017-2018 FUNDERS COLLABORATIVE RFP

### CITY PLANNING GRANTS TO PREVENT AND COMBAT HOMELESSNESS

#### APPLICATION: INDIVIDUAL CITY

<b>Name of the City</b>	
<b>Request Amount</b>	\$70,000 (over 400 people in 2017 Homeless Count); \$50,000 (400-100 people in 2017 Homeless Count); \$30,000 (less than 100 people in 2017 Homeless Count). \$
<b>Project Duration</b>	State the start and end month. Final Plan is generally due no later than March 30, 2018. If more time is needed (maximum 3 additional months), please identify the needed extension and rationale here.

#### A. Statement of Need and Opportunity

1. Describe the state of homelessness in your city and/or region. Include its impacts and key challenges. (word limit – 150)
2. Given the landscape of homelessness in your city, describe how this planning grant will enable your city to prevent and combat homelessness locally and regionally. (word limit – 200)

#### B. Local and Regional Alignments to Combat Homelessness

1. If your City has been involved in the County Homeless Initiative (HI) efforts, please describe that involvement. For reference, original 47 HI Strategies that the Board of Supervisors approved in February 2016 may be viewed [HERE](#). On June 13, 2017, the Board approved Measure H funding for 17 of the original HI strategies, plus four new strategies. Click [HERE](#) for details. (word limit – 150)
2. Highlight a current success in addressing homelessness since February 2016, when the HI strategies were adopted. No success is too small. (word limit – 120)
3. Does your city or affiliated Councils of Government currently have a homelessness plan? If so, please attach.

#### C. Project Description

1. What are your goals and purpose for undertaking the proposed process and developing the plan? (word limit – 100)
2. How will you develop your city's homelessness plan or enhance/expand your current homelessness plan? Be as specific as possible. (word limit – 250)
3. Who will be the Project Lead for the planning process? Please state his/her relevant experience, current role, and decision-making authority. (word limit – 100)
4. How will the funds be used? If your city is retaining a consulting partner, please state the name of the consultant/agency. Consultants may be selected from the attached list of suggested consultants focused on ending homelessness, but there is no requirement to use a consultant, nor to use a consultant from the attached list. (word limit – 120)
5. What city assets and or partnerships will be leveraged during the planning process, e.g. funding, facilities, staff time, etc.? (word limit – 200)

## D. Stakeholders and Leverage Points

List and describe the roles of the internal (include names of the City Departments) and external stakeholders or community organizations during the planning process. Partnering agencies need to include the Council of Governments and at least one Coordinated Entry System (CES) Lead provider in your Service Planning Area. You are encouraged to include other community stakeholders in the planning process, including homeless service providers, faith-based organizations, people with direct lived experience of homelessness, business sector, etc. If more space is needed, please attach additional sheets.

[illegible]

## E. Grantee Orientation

There will be a mandatory orientation for the awardees in early November 2017 hosted by the Los Angeles County Homeless Initiative to discuss successful models that prevent and combat homelessness, share city and regional approaches to developing the plan, and build a learning forum amongst grantees, partners, and other system stakeholders to strengthen a culture of regional collaboration and innovation.

Should your proposal be funded, please list the city representative(s) who will attend the Orientation

Name	Title	City Department

## Required Attachments

Below is a list of project attachments required under this funding opportunity:

1. Cover Page (Template attached to the application)
2. Budget (Template attached to the application)
3. Letters of coordination from at least one Coordinated Entry System lead and Council of Government Lead(s) with whom you will be collaborating (Sample letters of coordination will be provided on August 10.)

## Reference Materials

1. Frequently Asked Questions for the Cities Planning Grant RFP
2. Potential City Connections to Select Homeless Initiative Strategies
3. Coordinated Entry System Regional Contact List
4. Service Planning Area Map
5. Suggested List of Consultants
6. 2017 Homeless Count details will be made available on July 31, 2017 at [lahsa.org](http://lahsa.org).



**2017-2018 FUNDERS COLLABORATIVE RFP**

**CITY PLANNING GRANT TO PREVENT AND COMBAT HOMELESSNESS**

**APPLICANT COVER SHEET: INDIVIDUAL CITY**

**REQUEST INFORMATION**

<b>Request Amount</b>	\$70,000 (over 400 people in 2017 Homeless Count); \$50,000 (400-100 people in 2017 Homeless Count); \$30,000 (less than 100 people in 2017 Homeless Count). \$
<b>Project Duration</b>	Start month to end month. The City Plan is due no later than March 30, 2018. If more time is needed (maximum 3 additional months), please identify the needed extension and rationale here.

**ORGANIZATION INFORMATION**

<b>Organization Name</b>	
<b>Physical Address</b>	
<b>Mailing Address</b> (if different than above)	
<b>City Manager</b> Name Telephone Number Email Address	
<b>Primary Grant Contact</b> Name Title Email Phone No.	
<b>Primary Project Lead</b> Name Title Email Phone No.	
<b>Council of Government Affiliation(s)</b>	<input type="checkbox"/> North County Transportation Coalition <input type="checkbox"/> Gateway Council of Governments <input type="checkbox"/> Las Virgenes-Malibu Council of Governments <input type="checkbox"/> San Fernando Valley Council of Governments <input type="checkbox"/> San Gabriel Valley Council of Governments <input type="checkbox"/> South Bay Cities Council of Governments <input type="checkbox"/> Westside Cities Council of Governments

**Authorization of the City Manager submitting the proposal:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**2017-2018 FUNDERS COLLABORATIVE RFP**

*CITIES PLANNING GRANT TO PREVENT AND COMBAT HOMELESSNESS*

**PROPOSED BUDGET: INDIVIDUAL CITY**

- **Personnel Cost:** Include titles of the staff or consultant cost
- **Non-Personnel Cost:** Examples include event-related cost, mileage, collateral, etc.

<b>Personnel Cost</b>	
	\$
	\$
	\$
Fringe Benefits	\$
<b>Total Personnel Cost</b>	\$
<b>Non-Personnel Cost</b>	
	\$
	\$
	\$
<b>Total Non-Personnel Cost</b>	\$
<b>Total Budget</b> (will equal total request amount)	\$