Request for Qualifications

For Consultant to Assist in the Development of a CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

July 29, 2022

Overview

Project Background and Description

The Ohio Balance of State Continuum of Care (BoSCoC), OH-507, is the federally recognized homeless system that represents the 80 largely suburban and rural counties in Ohio. Within these 80 counties there are approximately 400 homeless programs including emergency shelters, transitional housing, rapid re-housing programs, and permanent supportive housing. On any given day, these programs can serve over 7000 persons experiencing homelessness

The Coalition on Homelessness and Housing in Ohio (COHHIO) provides primary staff support for the Ohio Balance of State Continuum of Care (CoC) via a contract with the Ohio BoSCoC's Collaborative Applicant, the Ohio Department of Development. COHHIO also serves as the Ohio BoSCoC's Homeless Management Information System (HMIS) Lead and System Administrator.

Unsheltered and Rural Homelessness NOFO

On June 23, 2022, the US Department of Housing and Urban Development (HUD) announced the CoC Program Supplemental Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness ('Unsheltered and Rural NOFO') making available approximately $322 million for the development of new projects to address unsheltered homelessness and homelessness among those with severe service needs in rural areas.

To apply, CoCs must demonstrate a comprehensive community approach to reduce homelessness among people experiencing homelessness with severe service needs, especially those with histories of unsheltered homelessness. This approach is documented via the submission of a written CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs ('The CoC Plan'), as part of the CoC's application package for funding via this NOFO. The due date for applications is October 20, 2022.

COHHIO is seeking professional consulting services to assist with the development of a comprehensive, CoC-wide plan to guide the overall approach to addressing homelessness among those who are experiencing unsheltered homelessness and those with severe service needs. This plan must be completed in sufficient time to be included in the CoC's application for funding under the Unsheltered and Rural NOFO.

COHHIO will be the administrative and contracting point of contact for this work, as well as the primary project lead.

Project Scope

Phase 1: Engage with Stakeholders to Inform the CoC Plan

- Work with COHHIO CoC team to determine plan for engaging key stakeholders in the development of the CoC Plan

  - CoC team is in the process of forming a CoC Plan Workgroup now, although the exact purpose and focus of the group has not yet been defined. The CoC Plan Workgroup's role in the writing of the CoC Plan could be determined collaboratively by the CoC team and consultant.
  - CoC team is in process of recruiting people with lived experience of homelessness (PLE) for a PLE Workgroup. Consultant will work with CoC team to determine how best to engage with this group, and with other PLE outside of the formal workgroup, as part of CoC Plan development
  - We anticipate additional stakeholder engagement will be needed in addition to these two groups
- Participate in regularly occurring meetings of the CoC Plan Workgroup, as determined by the plan to engage stakeholders
  - Meeting schedule and frequency of the CoC Plan Workgroup TBD
- Lead meetings to collect input from key stakeholders, including those noted above

Phase 2: Write the CoC Plan to be Submitted with the Application for the Unsheltered and Rural Homelessness Funding Opportunity

- Synthesize input gathered from the CoC Plan Workgroup, the PLE Workgroup, and other key groups and stakeholders, to create the CoC Plan
- Ensure the CoC Plan meets all requirements outlined in the Unsheltered and Rural Homelessness NOFO, at minimum
  - For application submission purposes, the CoC Plan cannot exceed 15 pages
  - The CoC Plan will guide the project selection and ranking process that will be used to identify and prioritize project applications for the Unsheltered and Rural Homelessness funding opportunity
- Meet with Ohio BoSCoC Board at least once to present the CoC Plan for review and/or approval

Timeline

COHHIO hopes to select a consultant for this project no later than August 10, 2022. Work with the CoC team will be expected to commence immediately. The CoC Plan must be finalized by October 2022.

Submission Details

Questions related to this RFQ may be submitted to Erica Mulryan, CoC Director, at ericamulryan@cohhio.org.

Responses must be submitted via email to ericamulryan@cohhio.org no later than **11:59pm, August 12, 2022.**

Response must include the following:

- A statement of interest
- A resume outlining the respondent's experience, along with a summary statement of experience
- A fee proposal for this project
- Three professional references
- Description of availability, based on the timeline outlined above

COHHIO representatives will evaluate responses and select the consultant that best meets the project needs. COHHIO reserves the right to reject any or all responses submitted, to cancel this RFQ, and/or to modify or re-issue this RFQ.

COHHIO hopes to execute a contract with the selected consultant as quickly after the response due date as possible.