

To: Interested Community Organizations

From: Sarah Phillips, Director, Office of Economic Opportunity

Date: January 11, 2022

Re: Invitation for Preliminary Proposals for Homeless Assistance

The Office of Economic Opportunity (OEO) invites preliminary proposals from interested parties for the following:

- 1) Enhancement of Current Housing Opportunity Grant Program (HOP) projects for the current year (through 6/30), including:
 - Expanding the total number of beds or staff for a current project
 - Staff incentives or increased wages or benefits (must be based on an agency-wide policy)
 - 2) New Emergency Shelter Projects, including:
 - Seasonal shelters or year-round shelters, long-term (>2 years) or short-term (<2 years)
 - Non-congregate, semi-congregate (private bedrooms, shared living space/bathrooms), and congregate shelters
 - Proposals to operate a large (30-80 bed) new shelter project, even if a facility is not yet identified. DCF may be able to identify a facility.
 - 3) Motel/Hotel Outreach Services, including:
 - Staffing to provide onsite services at one or more hotel/motel accepting guests through the General Assistance Emergency Housing Program
 - Services must be based onsite and be in-person
 - Services may include:
 - Housing navigation services
 - Peer-based services
 - Mental and/or Behavioral health outreach services
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- 4) Street/Unsheltered Outreach Services, including:
- Staffing to provide in-person services to people experiencing homelessness and without emergency shelter
 - Services may include:
 - Housing navigation services
 - Peer-based services
 - Mental/Behavioral health outreach services

Preliminary proposals will be accepted on a rolling basis until February 25, 2022. Preliminary proposals should use the attached form and be submitted to the Office of Economic Opportunity by email: AHS.DCFOEOCashRequests@vermont.gov. Current HOP grantees seeking mid-year supplemental funding for existing projects are encouraged to speak with their OEO grant manager first.

A preliminary proposal is intended to provide a basic conceptual outline for a project and funding request. Successful preliminary proposals will be invited to submit a workplan and budget proposal. If awarded, project timelines will be negotiated and may vary based on the project. Additional requirements will be determined based on funding source. Ultimately, the awarding agency may not be the Office of Economic Opportunity. Please note that all emergency shelter projects will be expected to comply with the Housing Opportunity Grant Program standards.

In March and April, the Office of Economic Opportunity will be releasing the SFY 2023 (July 1 – June 30, 2023) funding notices and applications for the Housing Opportunity Grant Program and ERAP Housing Stability Services Program.

Questions about preliminary proposals should be directed to sarah.phillips@vermont.gov.

Homeless Assistance Preliminary Proposals
Please email to AHS.DCFOEOCashRequests@vermont.gov

If submitting preliminary proposals for multiple projects, please submit separately for clarity.

Agency/Organization Name:

Contact Person, Email and Phone:

Project Type:

Enhancement of current HOP project in the current year (through 6/30)
New Emergency Shelter Projects
Motel/Hotel Outreach Services
Street/Unsheltered Outreach Services

Summary Description of the Proposed Project:

Estimated Funding Request:

Please delineate one-time start-up costs and ongoing costs. Please include an estimate for one year only. Note: a line-item budget and budget narrative are not required for a preliminary proposal.

Key Partners:

Has this project been discussed with the local Continuum of Care?

Locations/Sites, if applicable:

Anticipated Timeline (start date and duration):

Estimated # of clients served (outreach projects) or beds/rooms (shelter projects):

Staffing & Management Outline:

Briefly describe project oversight, # of staff (FTE), # of full-time/part-time positions, # of new hires, position titles, *etc.*

Briefly describe any potential and significant barriers to implementation: