

**FAQs for the City of Stockton's Notice of Request for Project Concepts and Funding Availability for Low Barrier Shelter Beds or Temporary Emergency Housing for People Experiencing Homelessness.**

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**Purpose and Intent Questions**

**Can an existing shelter program ONLY apply for operating funds through this solicitation?**

No. The purpose of this solicitation is to create additional low barrier shelter beds, on top of what is already existing or in the pipeline. The solicitation responds to a locally identified need by the City, County, and the CoC to increase non-congregate sheltering opportunities. Operating funds are intended to align with the creation of new shelter beds.

**Please clarify ownership vs. sublease requirements. What if we have a long-term lease, but it will expire before 25 years. Are we still eligible?**

The purpose and intent of the requirement is to ensure that any public investments in capital improvements will be used long term for the purpose of providing sheltering or temporary housing for homeless individuals. Applicants should be able to demonstrate a reasonable likelihood that the property owner will continue to allow the use on the site. Please include the date the lease expires and why you believe lease and use will be extended as a component of your implementation plan.

**Will all funds be granted to one applicant?**

The purpose and intent for the funding is to expand shelter capacity. The City reserves the right to consider multiple projects for award. There are broad needs to expand capacity for different types of populations and in different areas of the City.

**Some of our clients are in recovery and want a shelter experience that supports their sobriety. Can we create a shelter program that requires sobriety through this solicitation?**

The purpose of the funds are to expand low-barrier shelter spaces. Sobriety requirements are typically considered a major barrier to shelter entry and participation. However, applicants are encouraged to discuss the program's intended target population(s), needs, and the input they have received that drives program design. Programs that provide a balanced approach to meeting the needs of different types of populations are encouraged. If a program wants to designate some spaces as recovery oriented, at least an equal number of spaces should be low-barrier. The narrative response should clearly articulate the services, implementation plan, and operating structure for serving different population types.

Programs, are cautioned that too many barriers to entry may make it difficult to receive state or federal funds for operations.

## **Budget Questions**

### **Do you want us to give the full project budget or just the budget for what we are requesting from the City?**

There are three budget forms that must be complete for submission.

*Form C: Total (Preliminary) Construction Budget.* Please include all estimated costs for capital construction / improvements for the development of the low barrier shelter. It is understood that the total amount may potentially exceed the amount available through this solicitation.

*Form D: Estimated One-Year Operations Budget.* Please include all anticipated costs for a full 12 months of operation. It is understood that the total cost of operations may potentially exceed the amount available through this solicitation.

*Form E: Project Budget and Funding Request.* This form is a chance to demonstrate the program's capacity to complete the project and operate the program as scoped if the projected costs exceed the amount available through this solicitation. The first column should include any additional sources of funding that will be used to complete construction and/or operate the program. The second column is your grant request, do not exceed the total amounts available through this NOFA. The third column is the reasonably anticipated amount of funding anticipated through other sources for 3-years of operations. The last column should indicate the total cost of development and three full years of operations (36 months).

### **Do you anticipate the operating costs being the same over all three years or can it be divided up differently.**

In preparing this budget response, please provide 36 months of full operating costs. However, start-up time is anticipated with a corresponding ramp up of costs. Please use the implementation plan section of the narrative to describe the start-up process and how many months are anticipated before reaching full operations. Time is of the essence as all ARPA funds need to be expended by June 2026.

### **What is the time frame for spending the funding?**

Project awards are through federal American Rescue Plan Act (ARPA) funds. Program funds must be awarded and encumbered by June 2023 and fully spent by June 2026. Substantial progress must be demonstrated by June 2024. Programs must begin draw down of funds by June 2024 or risk reallocation of funding.

## **Other Questions**

### **What are the formatting requirements?**

The narrative may not exceed seven pages. Applicants are strongly advised to answer questions on the Application Forms prior to completing the narrative. Most required information is embedded in the application forms. The narrative is intended to provide additional information about the Applicant's capacity to complete the project, project vision, and implementation plan.

Please keep things readable. Use a professional font, size (at least 11pts.), and formatting. Applicants are strongly advised to use headers or an outline format that matches the requested information.

Required forms are available as fillable PDF forms. Please download the forms and enter responses into the forms directly. Text boxes will expand to fit responses to narrative questions. Handwritten responses will not be accepted.

### **What forms require signatures?**

An original signature is required on:

- *Form A: Applicant Summary*
- *Form E: Project Budget and Funding Request*
- And on all three Declarations (G-I):

### **Are there any other constraints on what we can propose?**

Applicants are advised to be mindful of their current experience and capacity to manage a capital construction project and provide sheltering services. Applicant's must provide demonstration of financial solvency and capacity to manage capital improvement projects. Applicants must submit Balance Sheets and Profit and Loss Statements for the past three years. Budget requests should be commensurate with experience and capacity.

*Form F: Development and Operations Experience* is intended for applicants to describe relevant site development and/or shelter operations experience. Form F should be filled in completely and may be duplicated to include additional project experience.