



Alternative Shelter & Safe Park Programs NOFA: Proposal Submission Outline

Issue Date: **10/31/2021**

Responses Due: **11/21/2021**

Not Later Than: **6:30 PM**

Refer Questions to: *Jordanna MacIntyre*, jordanna.macintyre@multco.us

Proposal Submission:

Thank you for your interest in providing Alternative Shelter as part of the Multnomah County Local Implementation Plan for the Metro Supportive Housing Services Measure. If you remain interested, please review the scope provided and submit responses to the questions below by 6:30pm on Monday, November 21st, 2022. Late responses will not be considered. Proposals should be sent as an attachment to an email addressed to: jordanna.macintyre@multco.us and anna.pendas@multco.us. Responses will be used to evaluate and prioritize providers for contracted services.

Proposal Format:

Please answer the following questions in no more than a total of six (6) single-spaced pages. Only attach supplementary materials that are specifically requested* as others will not be reviewed nor impact scoring. Proposal attachments such as the budget draft and equity plans do not count toward the six pages. Please include the name of your organization on the first page of your proposal. All fonts should be 11-point size or larger. You do not need to restate the question in your response. Please number your responses according to the corresponding question.

Proposal Questions:

1. Values - (10 points)

What values are at the forefront of your organization's operations and practices? How do they impact your organization, the people you serve and the larger community?

2. Low Barrier - (10 points)

- a. Please describe what low barrier means to your organization.
- b. What program elements will you have (or not have) that reflect a low barrier model?
- c. Please describe what processes your organization will use to evaluate and reduce barriers in the program. Please include information on how communication with participants will take place, regarding participant expectations, site and program



changes, and incident management.

3. Equity - (15 points)

- a. Describe what equity means to your organization. Please provide detail about how your organization will prioritize, assess, and address racial equity within your organization and program.
- b. Please attach your organization's equity statement and plan, if they exist. Additional points will not be awarded for this.
- c. Please clearly identify if your organization is Culturally Specific service providers.

4. Staff - (10 points)

What training do you anticipate providing for your staff for the program? How are staff supported on an ongoing basis?

5. Lived Experience - (10 points)

How does your organization currently include the perspectives of unhoused and unsheltered individuals in the direction of your work? How do you intend to involve participants of the program in decision making?

6. Community Engagement - (15 points)

Some shelters are located in neighborhoods near businesses, schools, parks, and homes. What are your organization's top three priorities regarding community engagement? Please include how you will put them into action.

7. Coordination & Partnerships - (10 points)

How do you anticipate serving participants of the program through current and future partnerships with other organizations?

8. Contract Management - (10 points)

- a. As a government entity, the Joint Office of Homeless Services has a fundamental responsibility to be effective stewards of public dollars. Describe your understanding of upholding contracting requirements including the delivery of performance measures.
- b. Homeless Management Information System (HMIS) data entry will be required of selected providers. Please provide any experience your organization has with this system or indicate a need for support in this area.

9. Budget - (10 points)

- a. Demonstrate financial reasonability through allocation of resources by providing a comprehensive budget narrative. The budget narrative should be clear, thorough, and provide justifications for all line items, including indirect.
- b. *Please see Attachment B - FY 2023 JOHS Budget Packet for the blank budget draft



10. Shelter Type - (no point value)

Please indicate whether your organization would like to operate a Safe Park Program, a Village Program, or has interest in either.

Proposal Evaluation:

The JOHS intends to award funding to proposals that it determines will provide the best overall program services within a reasonable pricing structure and prescribed timeline. Staff reserves the right to reject all proposals, or any proposal that is not responsive to the NOFA. The JOHS intends to evaluate the Proposal objectively in accordance with the criteria below.

Evaluation Criteria
Excellent: Applicant addresses every part of the question. Their response demonstrates a thorough understanding of the impact of the key components in the question on their organization, the people they serve and/or the wider community. Examples given are clear and relevant.
Very Good: Applicant addresses every part of the question. Their response acknowledges where the key components of the question have impact. Examples are clear and relevant.
OK: Most of the question is addressed in the applicant's response. The provider's response acknowledges the impact of the key components of the question but relevant examples aren't provided.
Needs Improvement: The applicant's response to the question is vague and/or too brief to capture the key components of the question. The provider does not give clear or relevant examples and/or does not demonstrate an understanding of the impact of the key components.
Insufficient: The applicant's response to the question does not demonstrate an understanding of the key components. The provider does not acknowledge the impact of key components and does not give any examples.
N/A: Applicant does not respond to question.

In rare circumstances, other evaluation criteria identified as essential by the reviewing panel may be subsequently added or result in a second stage of evaluation. Providers will be notified if this occurs.



Confidentiality:

Multnomah County is required to disclose non-exempt public documents pursuant to ORS 192.410-192.505). ORS 192.502(4) exempts the County from disclosing information submitted in response to a solicitation where the information is such that it “should reasonably be considered confidential.” A respondent who determines that information within a response meets the statutory requirement and desires that such information remain confidential shall mark the bottom of the pages containing such information with the word “CONFIDENTIAL.”

If a respondent marks every page of a response as “CONFIDENTIAL”, the statutory requirement is not met; any response so marked will not be deemed to have been submitted in confidence, and upon request, the entire response will be disclosed.

The County will keep properly marked information confidential unless ordered to release the information and materials by the District Attorney pursuant to ORS 192.460.

If you have additional questions or comments, please direct them to Jordanna MacIntyre at jordanna.macintyre@multco.us.