**CITY OF TUCSON ESG-CV HOMELESSNESS PREVENTION
APPLICANT QUESTIONS AND RESPONSES**

Applicants are strongly encouraged to review the Applicant Questions and Responses posted weekly during the competition period. Responses may clarify or alter requirements outlined in the Request for Proposals and are posted as an amendment to the ESG-CV Homelessness Prevention Request for Proposals

QUESTIONS RECEIVED WEEK OF JUNE 20, 2022

Question 1: Can the City of Tucson provide information or recommendations regarding an organization's eligibility or likelihood to receive funding through this competition?

Response: Applicants which are unsure of their eligibility should email jason.thorpe@tucsonaz.gov to discuss questions. The City of Tucson cannot provide information about a potential applicant's likelihood of funding, however. Potential applicants are encouraged to review the full Request for Proposals and Evaluation Criteria to self-assess the appropriateness of an application. Potential applicants are advised that the evaluation criteria does include scoring based on the organization's prior performance on City funded projects. Applicants which have demonstrated spending and/or performance challenges on recent and/or similar City projects can expect to lose points in this area.

Question 2: Are there a minimum number of households that organizations are expected to serve with the funding and/or a maximum dollar amount that may be expended on a single household?

Response: The City has not established minimum or maximum number of households to be served with the project funding. Applicants are required to identify the minimum number of households that will be served by the proposed project in the project narrative and the project budget should provide justification that demonstrates the appropriateness of proposed costs based on the organization's understanding of current community conditions and assistance needs of the target population. The City has not established a maximum cost per household. Considering the variety of supportive services allowable through this funding opportunity, the City recognizes that cost per households may vary significantly based on the financial and supportive service needs of individual households. Project budgets should be designed to effectively prevent a household from experiencing homelessness and successfully promote the household's long-term housing stability after assistance ends.

Question 3: The Request for Proposals allows a variety of supportive services. Will the City prioritize project applications which limit costs by not providing more costly optional supportive services (e.g. child care, etc.)?

Response: As stated in the City of Tucson People, Community and Homes Investment Plan (P-CHIP), the City will prioritize homelessness prevention funding to organizations that offer the full scope of needed services beyond traditional case management to include housing counseling, legal services, credit repair/counseling, landlord mediation, and sufficient financial assistance to support stabilization credit repair/counseling, landlord mediation, and sufficient financial assistance to support stabilization. Applicants are strongly encouraged to provide a breadth of supportive services sufficient to meet the housing stabilization needs of proposed households. Additionally eligible costs not defined in P-CHIP such as child care are encouraged to the extent

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that such costs will enable households to regain and maintain housing stability beyond project participation.

As stated in the Request for Proposals, the City will prioritize applicants which leverage outside resources in addition to ESG-CV project funds awarded through this competition to benefit participant households and strongly encourages service-rich interventions which pair ESG-CV and other funds to benefit participant households.

QUESTIONS RECEIVED WEEK OF JUNE 27, 2022

Question 4: Does an applicant need to be an HMIS participating agency at the time of application? Can an organization become an HMIS participating agency at the time of award?

Response: Applicants do not need to be HMIS participating agencies at the time of application. Applicants selected for funding will be required to become an HMIS participating agency prior to grant agreement and will need to ensure that all project staff complete required HMIS training prior to project start to ensure that the project will be operational by the performance period start date listed in the Request for Proposals. Applicants which are not currently HMIS participating agencies are strongly encouraged to contact the TPCH HMIS Lead by emailing hmishelp@pima.gov to learn more about the requirements for HMIS participation.

Projects selected for funding may not begin any services until HMIS participation is established and project staff have completed required training.

Question 5: The RFP requires that agencies ensure that at least 90% of participating households be reported as having a known exit destination in the HMIS. What does a "known exit destination" mean?

Response: Household entries, exits, and other data are reported within the Homeless Management Information System (HMIS). Household exit records require projects to report the destination to which a household exits the program (e.g. self-sufficient permanent housing, a subsidized housing unit, unsheltered homelessness, etc.) Some households may exit to "unknown" destinations; this generally occurs if a project loses contact with a participant and knows that they are no longer residing in the unit that was assisted through the project.

Projects are required to have practices in place to prevent "unknown" destination exits and the City will consider any project which reports greater than 10% of exits to "unknown" destinations as unsatisfactorily performing.

Question 6: The RFP requires that agencies maintain 90% or better HMIS Data Quality. What does "data quality" mean?

Response: ESG-CV funded projects are required to comply with HMIS policies and procedures (posted at https://tpch.net/about/tpch-governing-documents/) which include timely and complete reporting of project participant identifying data (e.g. social security number, age, name, date of birth, race, etc.), participation dates (entry/exit), and other required elements. The HMIS includes a reporting feature which will indicate data quality as a percentage and score. This percentage and score is inclusive of timeliness of data entry (i.e. all records must be entered within 2 business days of occurrence) and completeness of required data elements.