

2021 RFP for Homeless Housing & Services East County Coordinated Entry Navigation Services Q&A

Updated December 21, 2020

Application Workshop (12/17/20)

Q: In a joint application, would only one agency or all the joint-applicant agencies get access to HMIS?

A: The person providing navigation services and a supervisor would have HMIS access.

Q: Could the funding amount for one full-time staff be split into two part-time positions?

A: Yes, it is up to the agency how to set up a staffing plan and this can be explained in the application response.

Q: Does the program location have to be restricted to just east Snohomish County?

A: Yes, coverage will be for East County only – Monroe, Gold Bar, Index, Snohomish, Sultan.

Q: Are any parts of the application weighted more than others?

A: There is a scoring system that is not available to the public.

Q: Is the County looking to make just one award for this RFP?

A: Yes, one contract will be awarded.

Q: How do you do a joint application?

A: One agency would apply for and receive the award, but the applicant can explain partnerships and how they plan to implement services with the partnerships.

Q: How likely is this funding to be renewed?

A: There will be an open and competitive RFP process in the spring of 2021 where all applications will be reviewed for the time period covering July 1, 2021 to June 30, 2023.

Q: Are there specific outcomes or results expected during the five-month contract period, and if so, what are the metrics?

A: There are no specific targets for clients served. Item 9 in Part II of the Application references expectations for service delivery. A new agency would be able to connect to the Coordinated Entry community for onboarding, training and support. New staff will receive training on the HMIS data system.

Q: Would there be priority given to certain client demographics?

A: Coordinated Entry navigation includes the use of the Vulnerability Screening Tool (VST) to assess the vulnerability of those experiencing homelessness. While the tool cannot award points to households strictly on demographics, the VST does address domains and access to services where inequities have historically been present and may weight those domains higher to account for such inequities.

Other questions submitted to OCHS staff:

Q: Are Audited Financial Statements required for the application?

A: Some form of fiscal review documentation must be submitted with the application.

Q: Can other staff members within an agency provide resources to clients served through this contract?

A: Yes, the agency may support clients in other areas as applicable, but the navigation staff are the only staff with HMIS access.

Q: Is there an acceptable salary range for the Coordinated Entry staff?

A: Applicants should propose reasonable staff salaries. Due to limited availability of resources, it may be necessary to fund projects below levels requested. Applicants must state the amount of funding needed to provide meaningful service.

Q: Does the County anticipate one full-time position will be adequate to serve the east Snohomish County area?

A: Yes, funding availability will allow for one full-time staff and this is projected to meet the need. The Coordinated Entry system is evaluated routinely to monitor distribution of referrals across all agency partners.