

Community, Housing, and Human Services – Award Change FAQ

EMERGING/INNOVATIVE NEEDS	
Question:	Answer:
How will the City respond to a shift in needs like an emergency or some other unforeseen need, if funds are locked into five-year agreements?	The City is looking for ways to hold a reasonable amount of funds in reserve for this purpose.
AGENCY NOT FUNDED/CITY FUNDS NOT RENEWED	
What happens if you don't get funded and it could mean your agency can't keep its doors open?	The move to a five-year cycle has many implications. We expect agencies to have robust and compelling applications, and diversified funding strategies to support their work.
What is the back-up plan for funding, if the City does not receive the amount it needs each year to cover projects that it has committed to fund for five years?	This risk is the same as our current model where agencies operate on an annual basis contingent upon the City receiving and putting funds out for competition.
If you don't get funded, do you have to wait five years before another opportunity?	Yes, the goal is to provide funded projects enough time to implement, test, and evaluate strategies and interventions. Direct service funds will only be available through an RFP every five years.
If my agency is not already funded, is there an opportunity to get funding access?	All eligible organizations will be able to complete in the first five-year NOFA, regardless of their current funding status with the City.
What about new organizations or programs that start after the five-year cycle starts?	The NOFA will be open to all eligible organizations every five years for direct service funds; there will not be set asides for new agencies between funding rounds.
BUDGET MANAGEMENT	
How will we be able to accurately forecast the funding costs for five years with inflation and other cost variables changing from year-to-year?	The City is investigating ways to build escalators into contracts based on increases in costs, etc. The City also expects agencies to have diverse funding strategies, meaning the City is not the sole funder of a project, as diversified funding can help address increasing costs.
Can funds be carried through annual accounting periods during the five-year contract term?	The internal CHHS team is continuing to evaluate technical questions; answers will be updated, as available.
Will applicants submit a five-year budget with applications?	We anticipate asking agencies to submit annual budgets for each of the five years funds are being awarded for.
CAPITAL COSTS	
For capital projects, will there need to be a scope that describes a five-year project(s)?	Only direct service funds will be awarded on a five-year cycle. Capital funds are anticipated to be available on a quarterly basis.
How will funding be covered for a five-year project, if the City is not sure what its federal award(s) will be from year to year?	Similar to current contracts, awarded amounts are dependent on the City receiving anticipated awards.

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	The five-year cycle will follow this process meaning contracts will be amended based on funds availability.
Will it be possible to carry over unspent capital funds from quarter to quarter?	<p>If a project comes in under cost and, therefore, funds are leftover, those funds are recaptured by the City.</p> <p>Projects are not expected to be completed within a quarter. Project contract dates will align with the scope of work and anticipated timeline.</p>
How will this impact CDBG and HOME?	Capital funds will not be moved to a five-year funding cycle; these funds will be made available more frequently. More to come soon.
PERFORMANCE-BASED CONTRACTS	
How will the performance-based reimbursement model be fair and standardized?	Performance measures will be identified based on type of service being provided and population being served. For example, outcomes for families vs. singles in an emergency shelter setting will not be the same. However, the emergency shelter system will have standardized performance outcomes, such as people who transition to permanent housing. Rates and timeliness may look different for varying populations.
What will the proposals need to look like for five years of funding?	
How will the funds be reallocated for projects that don't meet their performance expectations? What happens if none of the projects meet their performance expectations? Will the "performance" funds be reallocated to other non-profits in the community that might need them, or will some other new project idea be funded the following year?	Funds will only be reallocated after several attempts to bring a project up to performance expectations. If no projects in the same project type are meeting expectations, then we will first evaluate the validity of those performance measures, and second assess community need to ensure the project type is still necessary. If neither of these assessments answers the question regarding lack of performance, funds can be allocated to new projects or high-performing projects.
How will partnerships be incentivized?	This is continuing to be discussed by CHHS staff, CHHS Board, and CoC Board members. More will be identified in the NOFA document.
How will the recipient of additional funds (80/20) be able to use funds (computers or other costs related to expanded \$ and capacity)?	The 80/20 split was an example for the presentation and not a concrete breakdown at this point in time. All City funds must be used for eligible expenses based on the funding stream received by the agency. Agency budgets should reflect 100% of costs at time of NOFA competition. Performance-based pay can be used to cover approved costs in the project budget, but are not additional funds for the project budget.
PARTNERSHIPS/CONSORTIUMS	
What if your subcontractor and/or partner agency on a project is the one not meeting performance expectations, not the actual lead on the project?	The City does not anticipate a scenario where one agency is a subcontractor of another agency that receives City funds. It is more likely that the City would have individual contracts with agencies on partnership-based projects OR agencies would have performance measures such as "Provide technical

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	assistance to agency Y for ____". Therefore, no money would be exchanged between agencies.
Will there be an option for a sub recipient agreement to be made for those awarded funds to contract out for some services?	We are not envisioning this option currently based on regulatory requirements to subcontract at the agency level. We could have multiple contracts through the City for one project. However, we haven't ruled out the option for subcontracts.
What is the City looking for in community partnerships?	This will be fully detailed in the first NOFA and discussed by the workgroups assisting us in our planning efforts.
FUNDS NOT PREVIOUSLY AWARDED THROUGH THE ANNUAL NOFA	
Will funding for community centers continue?	Yes, operational funding at communities centers will continue. Community centers will also continue to have the option to compete for program-based funds.
How will this impact the Neighborhood CDBG Program?	There is no impact on the neighborhood CDBG program; it operates separately from the CHHS NOFA process.
CHANGE PLANNING WORKGROUPS	
Will workgroups be able to assist with metrics, or will it be just funders?	Workgroups will not be discussing performance metrics, but will discuss what successful performance should look like. For example, what outcomes would demonstrate success, etc.
What are the goals of the three workgroups?	The goals of the workgroups are to evaluate the current capacity and performance of currently funded project types , identify needs, gaps, strengths, and duplications.
What is the time commitment for the workgroups?	It will depend on each workgroup. We anticipate six meetings in the coming four-six months with an expectation for homework from workgroup members.
OTHER	
How does the TIP relate to this?	Target Investment Pilot Areas are determined by City Council, and any weight given to projects located within a TIP will identified in the NOFA document.
What about current contracts that do not get extended? Will any funding be released between now and the start of the five-year cycle?	TBD - once we evaluate existing contracts to determine what funding may be available, we will assess if a small NOFA occurs in 2017.
How do we define "small" organizations?	The City does not define agency or organization by size. We consider agency capability and capacity to administer and manage funds we pass through, and its ability to meet performance expectations.
How will small/special/niche services/orgs be served in this process?	The City seeks to provide the community the largest positive impact in each funding area, regardless of who provides the services. The most competitive applications in each funding category will be awarded.