

## RFP: Justice Involved Supportive Housing

### OVERVIEW

On December 26<sup>th</sup>, the New York City (NYC) Department of Health and Mental Hygiene (DOHMH) released a Request for Proposals (RFP) for an expansion of the Justice Involved Supportive Housing (JISH) program. Under the JISH model, DOHMH directly refers adults with the highest rates of jail and shelter use to JISH contractors, who find and engage with them to screen for mental illness or substance use disorder. If they screen positive, they may accept immediate permanent supported housing through JISH. JISH services include weekly case management, comprehensive needs assessments, individualized service planning, and supportive services.

DOHMH has previously established scattered-site units using the JISH model, and this RFP would expand the JISH program to offer both additional scattered-site units and new congregate care sites to adults over 18 years of age. DOHMH anticipates awarding over \$93 million in funding to eligible applicants through this RFP. There will be two separate competition pools, as follows:

- Scattered site units in increments of 12 (no more than 24 units will be awarded per contractor); and
- Congregate units in increments of 15 (no more than 30 units will be awarded per contractor).

The full RFP is attached. Applications will be accepted on an ongoing basis until the City's needs are met.

### FUNDING

Funding levels will be based on the number of contracted units. DOHMH anticipates funding 380 JISH housing units in total through this RFP. Anticipated funding for each housing type is as follows:

Housing Type	Definition of Unit	Operations (Rental Assistance) Funding	Supportive Services Funding
Scattered Site	A studio apartment, a one-bedroom apartment, or a bedroom within a two-bedroom apartment in which each tenant has their own bedroom	\$28,432 per unit per year (includes operations costs at the 2017 Fair Market Rate with an annual 2% enhancement for each studio and one-bedroom apartment)	\$10,000 per unit per year
Congregate	A single-occupancy apartment that is not shared with other individuals	Upon receiving an award through this RFP, organizations will apply through a separate funding process administered by the NYC Department of Housing Preservation and Development for rental assistance to support this project	\$17,500 per unit per year

Applicants may propose for one or both housing sites; however, a separate and complete application must be submitted for each housing type. For both housing types, JISH units should not be more than 30% of the entire units in the building.

Contracts will last for nine years for both housing types. In the event an applicant needs to obtain financing to secure a site that can only be obtained through a long-term agreement, the contract term will be coterminous with the financing provisions, but will not exceed 30 years and will be contingent on the availability of funding.

## ELIGIBLE APPLICANTS

Applicants must be not-for-profit 501(c)(3) organizations. Applicants proposing for scattered site contracts should have at least five years of successful experience in the past eight years providing supportive housing services in a scattered site setting and should have relationships in place with brokers or landlords to enable rapid apartment finding. Applicants proposing for congregate contracts should have at least five years of successful experience in the last eight years operating congregate supportive housing programs.

Applicants for both housing types should have a minimum of five years of successful experience:

- Providing services to justice-involved individuals, with greater consideration for applicants with experience providing housing services to these individuals;
- Conducting outreach to difficult-to-locate individuals, with greater consideration given to applicants with experience providing this outreach to justice-involved individuals;
- Delivering intake and assessment services for individuals with substance use or mental health disorders, with greater consideration given to applicants with successful experience operating Frequent User Service Enhancement (FUSE); and
- Completing the following data management functions:
  - Collecting data;
  - Following evidence-based and/or evidence-informed practice requirements;
  - Reporting on outcomes;
  - Developing quality assurance plans and implementing an evaluation protocol to ensure the quality and effectiveness of contracted services; and
  - Managing contract budgets.

## TARGET POPULATION

The target population for this program is single adults over 18 years of age with high recent utilization of NYC jails and homeless systems and who have mental illness and/or substance use disorders. Potential tenants will be identified using appropriate data matching and intensive outreach processes. NYC will coordinate the data matching processes and DOHMH will refer individuals to awarded applicants who will conduct appropriate outreach. Prospective tenants will be eligible for benefits, such as Public Assistance or Supplemental Security Income, and/or have the ability to pay 30% of their income in rent.

## APPLICATION

Proposals will be evaluated based on the following criteria:

- Relevant Experience (10 points)
- Referral and Intake (14 points)
- Comprehensive Assessment and Service Planning (14 points)
- Service Provision (14 points)
- Program Operations (14 points)
- Organizational Capacity and Staffing (14 points)
- Program Evaluation and Reporting (10 points)
- Budget Management (10 points)

Funding will be awarded based on the above criteria and a consideration of which proposals are deemed to be the most advantageous to NYC. Applicants must receive a minimum score of 80 to be considered for funding.

For congregate housing awards, preliminary award determinations will be made to viable applicants if there is no evidence of site control. Final awards will be based on site control, as evidenced by a deed, purchase and sale agreement, ground lease, option, or (for City-owned property) site authorization letter or site negotiation letter. DOHMH will also require proof of rental assistance for the property prior to issuing the final award. Applicants who receive preliminary awards will have two years to demonstrate site control before their preliminary award expires. However, preliminary award determinations may be rescinded prior to this expiration if DOHMH determines that site control and/or proof of rental assistance cannot be obtained.

## Timeline

This is an open-ended RFP and applications will be accepted on an ongoing basis. There will be an optional pre-proposal conference on January 16<sup>th</sup> at 2pm at 42-09 28<sup>th</sup> Street, Room 20-29, Long Island City, NY 11101. Interested parties may RSVP with the names of attending individuals to [RFP@health.nyc.gov](mailto:RFP@health.nyc.gov) with "JISH Attendee" in the subject line by January 15<sup>th</sup>. No more than two individuals per organization will be permitted to attend.

Questions may be submitted to Dara R. Lebwohl at the email address above with the subject line "JISH".