

RFP: Permanent Supportive Congregate Housing

OVERVIEW

On February 18th, the New York City (NYC) Department of Social Services (DSS) released a Request for Proposals (RFP) for the operation and maintenance of approximately 206 units of permanent supportive congregate housing. This housing model provides case management and other related social service supports in addition to permanent, stable housing that allows clients to maximize their access to, and participation in, health and behavioral health treatment. Permanent supportive congregate housing is available for HIV/AIDS Services Administration (HASA) clients on a permanent basis.

DSS will award over \$28.5 million in total funding across nine contracts over the five-year program.

The RFP is available in the PASSPort system [here](#). Applications are due on April 7th.

FUNDING

DSS will award up to nine contracts with a maximum of \$27,700 per unit per year. The payment structure will be a combination of line-item and utilization.

Awarded applicants will be expected to achieve a 95% occupancy rate within six months or less of contract registration and maintain a minimum 95% occupancy rate throughout the term of the contract.

Contracts will last for five years starting on July 1st, with the option to renew for four additional years.

ELIGIBLE APPLICANTS

Applicants must be not-for-profit 501(c)(3) organizations with at least five years of successful, relevant experience within the last ten years providing case management and supportive services within a congregate housing program for individuals who:

- Are diagnosed with HIV and/or AIDS;
- Are living in NYC; and
- Have a history of mental illness, substance use disorder, or mental illness with co-occurring substance use disorder.

Greater consideration will be given to applicants with more than five years of experience. Applicants should also have a minimum of five years of experience:

- Accommodating the needs of the target population for placement and referral assistance;
- Providing NY/NY III or other permanent housing placements and providing referrals to health and social services;
- Providing assessment and service planning for individuals with a history of mental illness, substance use disorder, or co-occurring disorders living in supportive housing programs;
- Hiring, training, managing, and evaluating staff performance for supportive housing programs; and
- Managing contract budgets for the proposed population.

TARGET POPULATION

The target population to be provided with permanent congregate supportive housing services is limited to HASA clients who are single individuals. HASA clients may be associated with a combination of the following categories:

- Have documented clinical service needs, including substance use, mental illness, and/or behavioral disorders;
- Are currently homeless or in medically inappropriate housing; and/or
- Are in need of supportive services to gain self-sufficiency and independent living skills.

Clients who are currently residents of emergency and transitional Single Room Occupancy (SRO) housing facilities will be given the highest priority consideration by HASA for referral into any one of the housing models. Housing placement will be sought for all clients who are currently homeless or at risk of homelessness.

APPLICATION

Proposals will be evaluated based on the following criteria:

- Case Management and Supportive Services (30 points)
- Demonstration of Site Control and Facility Requirements (20 points)
- Placement and Referrals (15 points)
- Assessment and Service Planning (10 points)
- Organizational Capacity and Staffing Plan (20 points)
- Budget Management (5 points)

Awards will be determined based on the above criteria and a consideration of which proposals are deemed to be the most advantageous to NYC.

Timeline

Proposals must be submitted by April 7th. Questions may be submitted to Susan Jung at HASACONTRACTRFP@hra.nyc.gov.