



Department of Benefits
and Family Support

Department of Disability
and Aging Services

Office of Early Care
and Education

P.O. Box 7988
San Francisco, CA
94120-7988
www.SFHSA.org



London Breed
Mayor

Trent Rhorer
Executive Director

**Human Services Agency (HSA) Funding Opportunity
Request for Proposals (RFP) #974 Continuing Provider for Existing Housing
Subsidy Program**

The City and County of San Francisco Human Services Agency (SF-HSA), Department of Disability and Aging Services (DAS), announces its intent to seek proposals from nonprofit organizations interested in providing housing subsidies to older adults and adults with disabilities in order to assist them in stabilizing current housing or gain access to new housing.

The Department of Disability and Aging Services has been funding housing subsidy programs since 2015. Currently, DAS has existing housing subsidy programs through service providers contracted from FY20/21 through FY23/24. One of the current service providers is stepping away from direct service provision and is terminating its contract early. DAS is requesting proposals to identify a successor to continue the existing housing subsidy program. The grantee(s) awarded will be expected to take over the existing participant list and continue the administration of existing housing subsidies. New clients may be enrolled as funding/operational capacity allows.

The grant agreement shall have a tentative term from February 1, 2022 to June 30, 2024. The total available funding for these services is estimated to be \$2,100,000 annually, with up to \$875,000 available for the partial year of service from February 1, 2022 to June 30, 2022. The existing program is currently serving 205 participants with a total monthly subsidy obligation of approximately \$140,000. The grantee(s) awarded will not be expected to process subsidy payments until April 1, 2022.

Services sought through this procurement are required to transition existing clients from a current contract that will sunset on March 31, 2022. Respondents must submit a transition plan detailing how existing clients will be transitioned during the months of February and March 2022 with the goal of minimal to no disruption of services. The transition plan must include a timeline for program to start providing subsidies by April 1, 2022. DAS will work with the awarded grantee(s) to ensure they have program-related data and information needed for a smooth transition.

The current service provider has deep ties to the LGBTQ+ community and respondents must demonstrate cultural competency in providing and maintaining service connections to this community. 20% of participants identify as being a part of the LGBTQ+ Community. Approximately 15 participants are monolingual in a language other than English and require translation services.



**SAN FRANCISCO
HUMAN SERVICES AGENCY**

P.O. Box 7988
San Francisco, CA
94120-7988
www.SFHSA.org

Participants reside throughout the City and County of San Francisco, with large clusters residing in 94102, 94103, 94109, and 94124 zip codes.

The source of funding for these services is local funds. Payment for all services provided in accordance with provisions under this grant shall be contingent upon the availability of funds. The City does not guarantee any minimum amount of funding for these services.

SF-HSA reserves the right to make multiple or partial awards of grants through this RFP. Respondents may apply for this grant as a lead agency with collaborative partnership(s) in place. However, they must clearly identify roles of all partnerships named in their proposal.

The grant agreement is subject to annual availability of funds, annual satisfactory grantee performance, and need. SF-HSA reserves the right to enter into grants of a shorter duration.

RFP Issue Date: Friday, November 12, 2021

Pre-Proposal Conference: The Pre-Proposal Conference will be held via ZOOM. Proposers are encouraged to call in on **Friday, November 19, 2021 10:00 AM**. The ZOOM number is listed below:

Join Zoom Meeting

<https://sfhsa.zoom.us/j/84556562761?pwd=eXFGV3NWemZWVUNhMDV6WWhi bHhVQT09>

Meeting ID: 845 5656 2761

Passcode: 215250

One tap mobile

+16699006833,,84556562761#,,,,*215250# US (San Jose)

+12133388477,,84556562761#,,,,*215250# US (Los Angeles)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 213 338 8477 US (Los Angeles)

+1 669 219 2599 US (San Jose)

888 475 4499 US Toll-free

833 548 0276 US Toll-free

833 548 0282 US Toll-free

877 853 5257 US Toll-free

Meeting ID: 845 5656 2761



SAN FRANCISCO
HUMAN SERVICES AGENCY

P.O. Box 7988
San Francisco, CA
94120-7988
www.SFHSA.org

Passcode: 215250

Internet Distribution:

The RFP packet and subsequent updates may be downloaded from the City's website on or after the issue date. Go to: Please go to:

<https://sfcitypartner.sfgov.org/pages/Events-BS3/event-search.aspx> and type the **RFP 974** in the "Event Name" and select "See Attachments" in the Bid Package.

Response Due Date: Monday, December 20, 2021 5:00 PM

For further information, contact Candace Gray at Candace.Gray@SFGov.org

We encourage all interested organizations to apply. If you know of other agencies that might be interested in this opportunity, feel free to forward this announcement. Also, we encourage you to see what other opportunities are available through the city's online system.

<https://sfcitypartner.sfgov.org/pages/Events-BS3/event-search.aspx>