



NOTICE OF FUNDS AVAILABLE

Housing Related Services Pursuant to RCW 82.14.530

San Juan County Department of Health and Community Services

Release Date: **October 1, 2024**

Responses Due: **October 25, 2024**

Contact: Ryan Page

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San Juan County Health and Community Services H&CS is soliciting information from eligible organizations to receive funding in order to provide housing related services to eligible households. Please respond to the questions at the end of this Notice of Funds Available (NOFA) on a separate document.

This funding for housing related services is made possible by the Health Department's 1/10th of 1% Sales Tax for Affordable Housing.

H&CS is soliciting this information with the goal of entering into contracts with eligible service providers to begin January 1st, 2025. The County is making **\$300,000** in funding available for this funding round

Eligible organizations to apply for this funding are non-profit social services organizations based in San Juan County capable of providing housing related services as detailed below.

Eligible costs for this program are salary and benefits of non-profit staff conducting the following activities:

1. Case management. Outreach, assessing, arranging, coordinating, and monitoring the delivery of individualized services to meet the needs of the eligible residents are eligible activities. Component services and activities consist of:

- a. Housing counseling.
- b. Developing, securing, and coordinating services.

- c. Obtaining Federal, State, and local benefits.
- d. Monitoring and evaluating program participant progress.
- e. Providing information and referrals to other providers.
- f. Providing ongoing risk assessment and safety planning with victims of domestic violence, dating violence, sexual assault, and stalking.
- g. Developing an individualized housing and service plan, including planning a path to permanent housing stability.
- h. Housing search and placement services. This includes services or activities designed to assist households in locating, obtaining, and retaining suitable housing, tenant counseling, assisting households to understand leases, inspections, securing utilities, making moving arrangements, and representative payee services concerning rent and utilities.
- i. Mediation and outreach to property owners/landlords related to locating or retaining housing.
- j. Optional support services for individuals in permanent supportive housing, including case management and connections to resources.
- k. Data collection and entry, specifically in Washington States' Homeless Management Information System (HMIS).
- l. Outreach services. Activities to engage persons for the purpose of providing immediate support and intervention, as well as identifying potential program participants, are eligible.
 - (i). Outreach services also includes conducting outreach to homeless individuals for the purposes of collecting Point in Time Count (PIT) information and forms.

RCW 82.14.530 states that eligible residents to receive these case management services are limited to residents whose income is at or below sixty (60%) of the area median income, and who belongs to one of the following population groups:

- o Persons with behavioral health disabilities;
- o Veterans;
- o Senior citizens;
- o Homeless, or at-risk of being homeless, families with children;
- o Unaccompanied homeless youth or young adults;
- o Persons with disabilities; or
- o Domestic violence survivors:

Please respond to the following questions on a separate document and return to Housing Program Coordinator Ryan Page.

1. Please tell us about your organization.
2. Please describe in detail your program to provide housing case management services.
3. Please describe how you will document that all residents receiving housing case management services under this funding meet the income and special population requirement of RCW 82.14.530 stated above.
4. Please describe your funding request for this program including:
 - a. Total funding requested
 - b. Number of hours per month of staff time proposed to provide these services
 - c. Average salary and average benefits costs for staff to provide these services
 - d. Will you dedicate one staff person to providing these services, or multiple?
5. Please describe how your organization prioritizes households when resources are limited. Do you have a written prioritization process? If so please attach.
6. Is your organization willing to enter all clients receiving these housing case management services into the Homeless Management Information System (HMIS) database?
7. How will your organization measure success with this housing case management funding?

Responses to this NOFA are due no later than October 25th, 2024 at 5pm.