



# COUNTY OF SONOMA



**Community Development Commission**  
1440 Guerneville Road  
Santa Rosa, CA 95403-4107

The County of Sonoma is pleased to invite you to respond to this

## **Notice of Funding Availability (NOFA)**

to support

### **24/7 Safe Parking Locations and/or Indoor-Outdoor Non-Congregate Shelters**

- Release Date:** Monday, September 13, 2021
- Responses Due:** Friday, October 8, 2021 @ 4:00 p.m. PDT
- Amount Available:** \$2 million total, which may be awarded to one or multiple projects
- Eligible Applicants:** County departments, cities, cities in partnership with community-based organizations (CBOs), cities in partnership with the County, CBOs alone.

NOTE: If you are considering applying for funds from this NOFA, you are strongly encouraged to discuss your concepts and proposals prior to submission with:

- Tina Rivera ([Tina.Rivera@sonoma-county.org](mailto:Tina.Rivera@sonoma-county.org)) and
- Dave Kiff ([Dave.Kiff@sonoma-county.org](mailto:Dave.Kiff@sonoma-county.org))

**This NOFA:** The Sonoma County Board of Supervisors acting as the Sonoma County Community Development Commission (SCCDC) is pleased to invite you to respond to this Notice of Funding Availability (NOFA) of two million dollars (\$2,000,000.00) in County General Fund dollars for municipalities and/or County departments, working alone or in cooperation with local community-based organizations (CBOs) for the following projects and programs:

- **24/7 “Safe Parking” programs** that operate twenty-four hours a day, seven days a week (24/7), provide for non-congregate emergency shelter opportunities for persons experiencing homelessness. These facilities may provide recreational vehicle (RV) and trailer parking, auto and truck parking, tent camping, or a mix of each category.
- **Indoor/Outdoor shelter programs** that may include elements of safe parking (for RVs, trailers, and autos) as well as physical structures (such as a congregate shelter or non-congregate modular or “tiny” homes) that accommodate a variety of needs for persons experiencing homelessness.

Any facility proposed in either category should also provide extensive opportunities for persons experiencing homelessness to access wrap-around services, including behavioral health, medical, recovery, and other social services that will assist residents in moving to more permanent housing opportunities (permanent supportive housing, shared housing, or affordable or market-rate housing).

Facilities should include spaces for amenities that provide residents with additional ways to stabilize their lives, including clean and sanitary eating and washing spaces, spaces for pets, storage areas for possessions, and ways to build community amongst residents.

**NOFA Objective: Alone or in partnership with cities and CBOs, stand up one or more 24/7 Safe Parking sites, Indoor-Outdoor Shelters with modular housing units (or similar), or some combination of the above in order to significantly increase the amount of non-congregate shelter (NCS) beds available to Sonoma County homeless. Once housed within an NCS facility, the provider will work to ensure the provision of quality wrap-around services that support residents to move into permanent housing.**

The Board of Supervisors seeks interested, qualified city, county, city-CBO, CBO, and city-county partners to significantly add to the shelter bed and similar accommodations that Sonoma County persons experiencing homelessness have for non-congregate sheltering and/or safe parking. As noted, **Safe Parking** provides a secure location accessible 24/7 for persons experiencing homelessness to park and reside in an RV, trailer, truck, car, or other automotive vehicle. This is not a NOFA for projects that result in overnight-only parking locations. The 24/7 Safe Parking locations are provided to clients for a relatively brief, stabilizing stay (generally up to six months) that allows supportive services providers to:

- Stabilize persons experiencing homelessness in a safe, secure environment
- Provide for basic daily services such as showers, meals, restrooms, pet care, laundry, safe storage, phone charging, and more.
- Allow unhoused persons to access social and health services offered by providers in an effort to prepare homeless persons for housing.
- Allow time for providers to find appropriate housing for each client accessing the safe parking project.

**Indoor-Outdoor non-congregate shelters** (NCS) have similar goals and allow for similar services and safety to the unhoused, except these are oriented towards persons who are today living on the street, in parks, open space areas, tents, or in otherwise uninhabitable spaces and without cars or RVs. Indoor-Outdoor shelters may or may not also provide RV and other vehicle parking. Housing units could include Palette structures, other “tiny” homes, or similar modular units, akin to

Sonoma County's Los Guilicos Village project. Indoor-outdoor shelters could also include safe spaces for tent camping or other sleeping methods that helped stabilize individual needs so as to encourage later transition to permanent housing.

Critical to each system are solid and accessible wrap-around services that lead residents to permanent housing. Proposals should discuss the anticipated project model in detail, including the provision of essential daily services, client support, and other strategies to achieve outcomes as well as key performance indicators to measure the success of the effort - such as the percentage of persons who achieve permanent housing, the duration of stay within the facility, and the cost per person served. The Board of Supervisors may adjust the scope and other details of this request to address the emerging need prior to, or after a Safe Parking or Indoor-Outdoor shelter is stood up.

In advance of submitting a response to this NOFA, city proposers are encouraged to partner with CBOs and to dialogue directly with Tina Rivera and Dave Kiff as contacts for this NOFA. CBOs are likewise encouraged to partner with cities (if the site is in an incorporated area) or with the County if the site is in an unincorporated area. In the latter case, County staff will bring in the affected Supervisor representing the unincorporated territory to discuss early proposals.

The County itself may submit a proposal in response to this NOFA reflecting possible Safe Parking or Indoor-Outdoor sheltering at the County campus site near the County's officers in Santa Rosa (east of Highway 101, West of Mendocino Avenue, North of Administration Drive), for example. This should not be a deterrent to others to submit proposals, however. Our collective goal is to increase safe entry points into the System of Care.

## **B. Additional Information**

The SCCDC invites you to respond to this NOFA with a proposal. This NOFA does not commit the Sonoma County Board of Supervisors or the SCCDC to award any funds. The Sonoma County Board of Supervisors will make decisions on awarding of funds based on the information received and staff's knowledge and understanding about the capabilities of qualified respondents.

Respondents are advised that the County of Sonoma and the SCCDC will not pay for any information or administrative costs incurred in response to the NOFA. All costs associated with responding to this NOFA will be solely at the interested party's expense. Based on the information provided by the respondents to this NOFA, a determination will be made regarding any actual award of funds through a Letter of Intent (LOI) or similar process. All submissions in response to this NOFA become County property and will not be returned.

### C. Submitting your Proposal

Please submit your proposal electronically via PDF (or similar) not later than 4:00 p.m. Pacific Daylight Time on Friday, October 8, 2021. Your proposal should be emailed to [dave.kiff@sonoma-county.org](mailto:dave.kiff@sonoma-county.org) and [tina.rivera@sonoma-county.org](mailto:tina.rivera@sonoma-county.org)

**Responses must be received no later than 4:00 pm. on October 8, 2021. Late responses will not be considered.**

### D. Submittal Requirements

All proposals must include the following with the information requested below.

**Cover Letter.** The proposal must be transmitted with a cover letter signed by an official authorized to submit the document to us.

**Development Concept and Timing.** Please submit a development concept that shows the location of the project, a site plan with program elements, issues such as leasing versus purchasing sites, timing to stand up the project, and any related information that you deem to be helpful in the Board's and staff's discussion of your concept. As noted, we suggest including key performance indicators with your submission.

**Capital Budget.** Please provide your best estimate of the capital needed to stand-up the project - this could include lease costs, purchase costs, site preparation and infrastructure, modular unit purchase, and more. Please include estimated sources of funds in addition to this NOFA's funds.

**Operating Budget.** While this is not the subject of this NOFA, your project's ability to sustain itself over a period of time - stated by the Board of Supervisors to be "at least a duration that allows substantive supportive sheltering to be stood up to accommodate clients moving from the sites to supportive and/or stable housing" - will be important to know. Please attempt to provide as specific an operational budget as you can, including expected sources of funds to cover these costs.

**Where applicable, a 501(c)3 information.** Where a partner is a community-based organization, respondents should include that CBO's 501(c)3 determination letter and a board of directors resolution approving the application for funds. Respondents are encouraged to also submit their most recent audited financial statements covering two years.

**Key Contact Information.** For the proposal's primary point of contact, include the best phone number.

**E. Proposal Evaluation**

The successful applicant(s) will be selected based on, but not limited to, the following criteria (and not necessarily in order of importance):

1. Overall Proposal Quality
2. Projected cost effectiveness - more beds for less cost.
3. An ability to accept clients as soon as February 28, 2022
4. An ability to maintain full operations for at least a duration that allows substantive supportive sheltering to be stood up to accommodate clients moving from the sites to supportive and/or stable housing.
5. Geographic need - the Board will evaluate your proposal with others and may award funds to geographic areas of Sonoma County that have the greatest need for a project.
6. Adherence by the Proposer to the provisions of this NOFA, including but not limited to the Submittal Requirements.

As noted, early contact with us is strongly encouraged. If that is not done within the application window, our evaluation process may or may not include a brief interview with the proposer(s) and Tina Rivera and Dave Kiff.

**F. Resulting Fund Award:**

There is no guarantee that we will award funds from this NOFA should applications not be deemed viable.

**G. RFP Schedule:**

Date	Activity
September 13, 2021	NOFA advertised and posted
October 8, 2021 @ 4:00 p.m. PDT	Responses due.
October 11-22, 2021 (estimated)	Review of responses, follow-up questions.

October 27, 2021 (estimated)	Presentation to Continuum of Care Board for consultation (CoC is not an approval body for this effort, but the Board of Supervisors directed staff to consult with the CoC Board on this and other homelessness funding issues).
December 7, 2021	Sonoma County Board of Supervisors review and approval of funding partners/recipients.
June 30, 2022	All funds must be expended by this date.

**Attachment(s):** August 31, 2021 Board of Supervisors [Agenda Item](#) (look for the 8-31-2021 meeting agenda, then click on that link). The Board action of August 31, 2021 included:

**Recommendation #1 - Safe Parking and Indoor-Outdoor Non-Congregate Shelters.** Direct staff to work with interested cities and community-based organizations as well as pursue county-led projects in partnership with local service providers through a Letter of Intent (LOI) process to be released on September 13, 2021 and to return to your Board on December 7, 2021 with a recommendation and proposals to use up to \$2M to assist in the funding for one or more overnight or 24/7 Safe Parking proposals and/or Indoor-Outdoor non-congregate shelter proposals. The LOI will prioritize proposals that: (1) can accept clients as soon as February 28, 2022; and (2) will operate for at least a duration that allows substantive supportive sheltering to be stood up to accommodate clients moving from the sites to supportive and/or stable housing. The Board recommends that staff present summaries of the proposals to the Continuum of Care (CoC) Board for consultation and input in advance of returning to the Board on December 7, 2021.