

Ending Community Homelessness Coalition (ECHO)
FY 2022 Continuum of Care (CoC) Program Consultant
Request for Funding Proposal (RFP)

Background

General

The Ending Community Homelessness Coalition (ECHO) is the lead agency for the Austin / Travis County Continuum of Care. ECHO works to engage policymakers, housing providers, those experiencing and with experiences of homelessness, and the community to end and prevent homelessness in Austin/Travis County, Texas. As the designated Continuum of Care (CoC) lead agency for Austin/Travis County, ECHO manages the collaborative process to develop and submit the Austin/Travis County application for U.S. Department of Housing and Urban Development (HUD) funding for the annual HUD Continuum of Care Program. ECHO also administers the HUD required Homeless Management Information System (HMIS), is responsible for system wide outcomes and reporting to HUD and is the appointed facilitating agency of the community's Coordinated Entry system.

The Austin/Travis County Leadership Council serves as the Governing Board for the community's homelessness response system and is elected by CoC Stakeholders at CoC Fall Stakeholder meetings. ECHO staff provide support to the Leadership Council and the associated committees and workgroups as part of the CoC lead agency responsibilities.

Goals

The goal of this project is to partner with Austin/ Travis County Homelessness Response System (HRS) Leadership Council, ECHO staff, and community stakeholders to develop and implement a comprehensive and competitive CoC NOFO application.

Scope of Work

- Develop and facilitate the Austin/ Travis County 2022 CoC Local Competition (Grant Inventory Worksheet (GIW) through the Priority Listing) for renewal and new projects. This includes:
 - Development and facilitation of the local application process
 - Creating and facilitating a local training on the local application process (Bidders Conference)
 - Coordination of the Independent Review Team, including using scores to create the ranking.
 - Presentation of the IRT Ranking to the HRS Leadership Council

- Provide ongoing esnaps technical assistance to local users as needed
- Manage and ensure that local CoC applications are reviewed, scored and prioritized equitably and in alignment with the HRS policies, procedures, and philosophy of service.
- Attend all relevant HUD CoC NOFO webinars and Office Hours to ensure adherence to HUD most recent regulations, guidance and notices.
- Collaborate with ECHO staff regarding the 2022 Collaborative Application
- Attend the Austin/ Travis County HRS Governance Performance Monitoring Committee and NOFO Work Group and ensure that insight and feedback from community stakeholders and people with lived experience of homelessness is prioritized.
- Provide technical assistance for HRS Leadership Council and ECHO staff to ensure that the NOFO application meets all HUD requirements and is competitive in the 2022 NOFO cycle.
- Provide recommendations for the NOFO process, including related policies and procedures, the collaborative application, and community and ECHO work to increase the possibility of more projects being awarded in Tier 2.
- Make recommendations for next steps Austin/ Travis County CoC applying for Unified Funding Agency and/ or High Performing Agency in 2023 NOFO cycle.

Qualifications

Required Qualifications

- Familiarity with the Homeless Response System, including an understanding of federal guidelines and the roles and responsibilities of a CoC Program Collaborative Applicant and HMIS Lead Agency.
- Experience and expertise with facilitating the CoC Program NOFO Collaborative Application and Local Competition.
- Expertise in applying a racial equity lens to CoC Program NOFO Collaborative Application and Local Competition, organizational change management, or comparable activities which highlight commitment to equitable impact
- Strong experience facilitating community conversations, engaging in community work groups, and soliciting and implementing stakeholder feedback.

Preferred Qualifications

- An understanding of the impacts of racial disparity in the homelessness response system and the role of nonprofits in promoting and leading racial equity
- Background in intersecting areas of justice & equity (e.g. disability, LGBTQ+, recovery)
- Lived experience (homelessness, housing instability, poverty, disability, recovery)
- Experience at creating an equitable environment for, and soliciting input from, individuals from various sectors and with different levels of positional power

Proposed Timeline (understanding that HUD has not indicated when they will release the 2022 NOFO)

- Phase One- May 15st
 - Consultant Onboarding
 - HRS Leadership Council and Committee Engagement
 - Community Stakeholder Meetings
- Phase Two- June 1st – July 15th (NOFO Release)
 - Review/ Recommend Application Database Platform (Community Force)
 - Develop Local Application (Renewal and New)
 - Present Project Plan/ Outline to HRS Leadership Council and Governance Committees.
- Phase Three- July 15th – August 30 (NOFO Submission)
 - Facilitate Bidders Conference
 - Maintain Office Hours
 - Recruit IRT Members
 - Collaborate with HRS Leadership Council regarding the Development of the Priority Listing
 - Collaborate with ECHO staff to submit the Collaborative Application
- Phase Four- September 1- September 30
 - Facilitate Debrief Sessions (HRS Leadership Council, ECHO staff, IRT Members, Applicants)
 - Provide Closeout Report

Proposal Submissions Outline

- General Information
- Consultant Qualifications and Roles
- Work Plan
- References

General Applicant Information

- Inquiries Point of Contact- Quiana Fisher, Homelessness Response System Strategy Director at quianafisher@austinecho.org
- Submissions- Due May 15, 2022
- Proposal Selection Date- TBD