

**Notice of Funding Availability #149 Capacity Building  
Questions and Answers  
Issued: August 21<sup>st</sup> 2024**

1. **Question:** Regarding Net Revenue, is there a maximum agency budget threshold for applicants?

**Answer:** No, there is not a maximum agency budget threshold for applicants. HSH seeks to prioritize under-resourced organizations with generally lower net-revenues. Applicants with lower organization net-revenues will be assigned more points for the Net Revenue section of the evaluation phase. For more information on this, please see Section VIII. Proposal Contents and Evaluation Criteria, page 13 of the NOFA #149 document.

2. **Question:** How much of a priority is the Net Revenue component? Based on the scoring, it seems to indicate that smaller organizations will be favored.

**Answer:** HSH seeks to prioritize under-resourced organizations with generally lower net-revenues. Applicants with lower organization net-revenues will be assigned more points for the Net Revenue section of the evaluation phase. For more information on this, please see Section VIII. Proposal Contents and Evaluation Criteria, page 13 of the NOFA #149 document.

3. **Question:** What is the funding source/sources for this NOFA?

**Answer:** The funding source will General Fund.

4. **Question:** Is there a cap on the indirect cost rate? Would HSH honor a federally negotiated indirect cost rate agreement?

**Answer:** The NOFA includes funding for one-year capacity building projects that support an organization's growth in one or more areas listed in Section IV. Scope of Project. Because this is a one-time funding opportunity that is not meant to support ongoing services or programming, bidders should not include indirect cost rate.

5. **Question:** What are the allowable costs? Can these funds be used for personnel costs?

**Answer:** Applicant's may propose costs that support their organization's growth in one or more of the areas listed in Section IV. Scope of Project on page 8 of the NOFA #149 document. Personnel costs can be proposed in the Applicant's budget. All proposed costs are subject to negotiation between HSH and the selected Applicant, and final approval from HSH.

6. **Question:** Do you anticipate renewing it after the 1-year grant term?

**Answer:** No. The grant agreements awarded pursuant to this Solicitation will have a term of one-year.

7. **Question:** Is there a template you would like applicants to use for Attachment 6: Budget Proposal?

**Answer:** No. Applicant's should submit the Attachment 6: Budget Proposal in their own template, as long as it outlines the annual cost estimates and breakdown of the annual cost associated with the project, as stated on the NOFA #149 document.

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8. **Question:** When can we anticipate Attachment 6 being provided? Is there a budget form/template?  
**Answer:** HSH will not provide Attachment 6: Budget Proposal. Applicant's should submit the Attachment 6: Budget Proposal in their own template, as long as it outlines the annual cost estimates and breakdown of the annual cost associated with the project, as stated on the NOFA #149 document.
9. **Question:** Our organization works with Disparately Impacted populations and provides resource navigation services to homeless and housing insecure people in and within that population. We are not a shelter, and we only provide referrals and accompaniments - no direct enrollment, etc. We are not a current HSH grantee. Do our services qualify as HRS? And would we qualify for this opportunity?  
**Answer:** There are several core components of the Homelessness Response System (HRS). Please visit <https://hsh.sfgov.org/services/the-homelessness-response-system/> for details on the HRS. Organizations who are not providing direct services, but provide services that relate to and/or impact the HRS are eligible to apply. Applicant's proposals should directly demonstrate how their related capacity building efforts will improve quality or expand the quantity of services within the HRS in collaboration with HSH. To further determine if your organization qualifies for this opportunity, please see the Minimum Qualifications listed on Section III. Minimum Qualifications, page 8 of the NOFA #149 document.
10. **Question:** Do organizations who are fiscally sponsored by 501c3 qualify for this opportunity?  
**Answer:** Yes, as long as your organization is a San Francisco City Supplier or has the ability to become a San Francisco City Supplier with a valid Supplier ID, and comply with the City Agreement Requirements set forth in section X. City Agreement Requirements, page 18 of the NOFA#149 document.
11. **Question:** Do you have to be a current HSH grantee to apply for NOFA 149?  
**Answer:** No. The funding is intended for both HSH grantees/nonprofits and non-HSH grantees/nonprofits. Please see response to Question#9 for more information.
12. **Question:** Can an Agency that has several HSH HRS funded programs across the city and several MOHCD and DPH Non-HRS programs that serve the Homeless or in danger of becoming homeless population, that are located in the historically underserved neighborhoods and primarily LGBTQ population as noted in NOFA, apply for an Agency wide Capacity Building Infrastructure grant that would assist all programs not just the HRS programs?  
**Answer:** The focus of the organization and their capacity building needs should be on supporting unhoused clients who interact with the homelessness response system, including wrap around services associated with comprehensively caring for unhoused

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clients and those at risk of becoming unhoused. If the purpose of the initiative is to support the overall infrastructure of the organization, which would help them improve their overall capacity, then it would be acceptable to apply for the NOFA and use the funds for those purposes. Applicants should specifically describe in their proposal how improving that functional area of the organization would allow them to better serve clients.

13. **Question:** Can MOHCD and DPH Non-HRS programs located in the historically underserved neighborhoods and primarily LGBTQ population as noted in NOFA apply for capacity building funding under this NOFA, since one of the R.E.A.P. goals is to “Ensure racially equitable access to programs and services, in coordination with other city departments.”? MOHCD and DPH use a different reporting system than HRS.

**Answer:** The organizations that are applying for this NOFA should be providing services related to the HRS, or building capacity to be able to provide services under the HRS in the future. If an organization does not provide direct services, but provides services that relate to and/or impact the HRS, they would still be eligible to apply. Applicant’s proposals should directly demonstrate how their related capacity building efforts will improve quality or expand the quantity of services within the HRS in collaboration with HSH.

14. **Question:** In the RFP it references the term “direct services” so must an eligible applicant be a direct provider of housing or homelessness services? Or would an organization that does not provide direct services but instead conducts advocacy for increasing the quantity and quality of housing for underserved populations, and building efficiencies within the housing system, be eligible as well?

**Answer:** Advocacy of services and work that impacts the HRS could be eligible. Applicant’s proposals should directly demonstrate how their related capacity building efforts will improve quality or expand the quantity of services within the HRS in collaboration with HSH.

15. **Question:** Page 8 of the NOFO states: Applicant’s proposed service site/s is currently located within a historically underserved San Francisco Neighborhood, including Bayview Hunters Point, the Fillmore, Oceanview, Merced Heights, Ingleside (OMI), Potrero Hill, Visitacion Valley, or Western Addition, and/or Applicant’s services primarily serve residents from those neighborhoods. The Tenderloin district is a historically underserved San Francisco Neighborhood. Will this district be considered?

**Answer:** Yes, the Tenderloin district will be considered. The list of neighborhoods on page 8 of the NOFA #149 are not an exhaustive list of historically underserved San Francisco Neighborhoods.

16. **Question:** Can you please clarify the types of programs that can be funded via this RFP? Specifically, could an online guide to resources, including housing resources, aimed at the mission of this RFP, " to support access to resources and facilitate organizations’ progress towards achieving goals centered around providing effective homeless resources" qualify as an applicant?

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**Answer:** Yes, an online guide to resources that reference the mission above could qualify to be funded. Applicant's proposals should directly demonstrate how their related capacity building efforts will improve quality or expand the quantity of services within the HRS in collaboration with HSH.