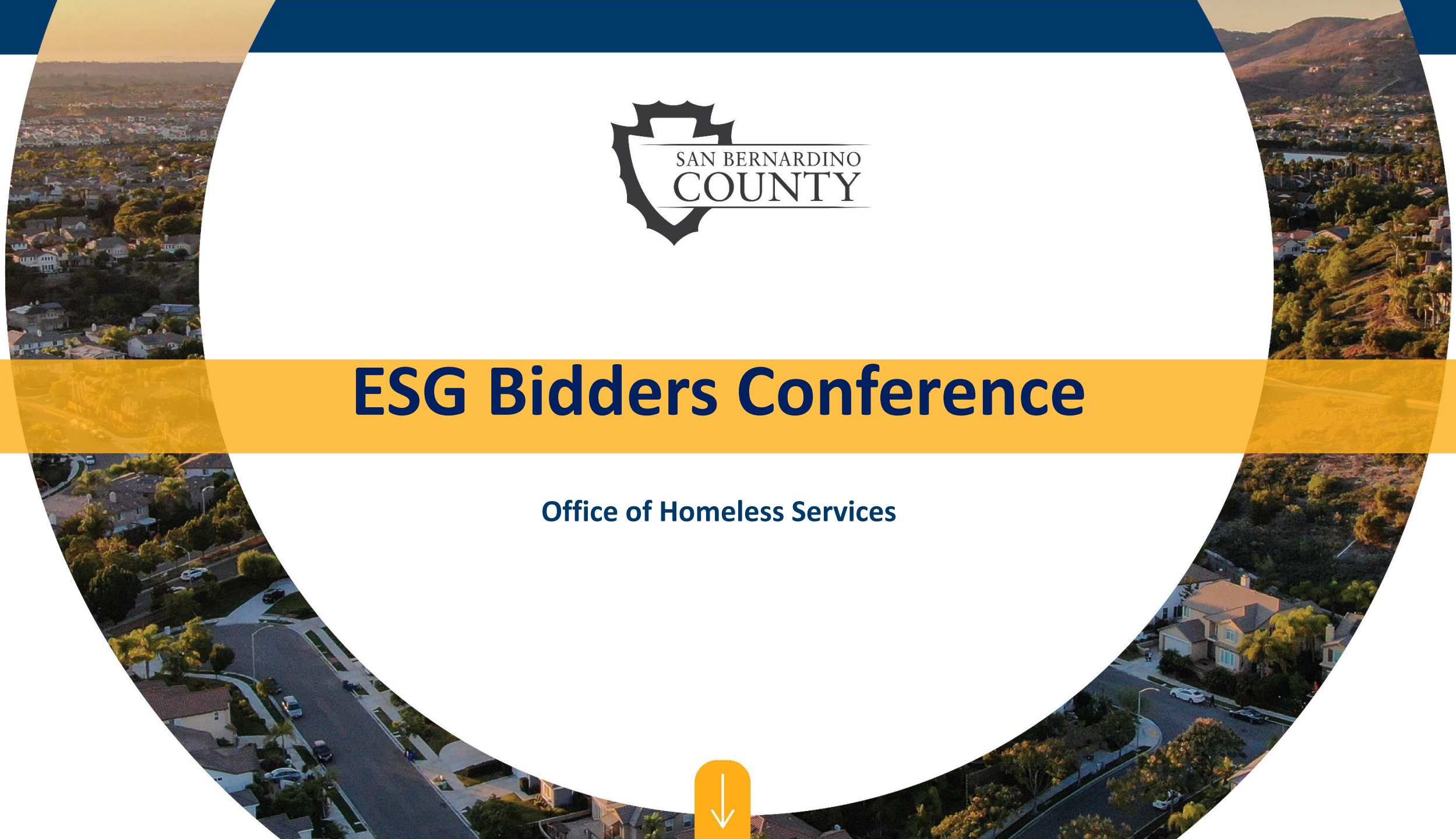


SAN BERNARDINO COUNTY

# ESG Bidders Conference

## Office of Homeless Services

# Proposal Overview

## ESG RRH Cold and Warm Weather RFA



| Action | Responsible | Date / Time |
|---|---|---|
| Release of ESG RRH Cold and Warm Weather Shelter Services RFA | OHS | October 15, 2026 |
| Call for Reviewers | OHS | October 20, 2026 |
| ESG Bidders Conference – Virtual on Teams | OHS | October 22, 2026 11:00–12:00 PM |
| Training for Reviewers | OHS | October 29, 2026 |
| ESG RFA Closes | OHS | November 5, 2026 by 4:00 P.M. (Local Time) |
| OHS Minimum Threshold and Financial Review | OHS | November 5-9, 2026 |
| ESG Reviewers start reviewing proposals | OHS | November 10-16, 2026 |
| Reviewer meeting to finalize selections | OHS | November 17, 2026 |
| Appeals to Purchasing Agent (per RFA Section IX) | Bidders | November 17-27, 2026 |
| Awards to Recipients | OHS | December 1, 2026 |

# Application Overview



SAN BERNARDINO COUNTY

# RFA Review



Applications will undergo an Initial Review for responsiveness.
Applications must include required content and certifications to advance to evaluation.

**Material vs. Minor Deficiencies**
**Material Deficiencies (Not Waivable)**
Failure to include the following may result in rejection as non-responsive:
Project Proposal (Attachment F)
Work Plan & Schedule (Attachment G)
Cost/Budget (Attachment I)
Two (2) Years Financials
Signed Cover Page
Required Certifications
These documents are considered significant and required for evaluation.

**Minor Irregularities (May Be Waived or Clarified)**
The County may waive or request clarification of:
Formatting issues
Minor clerical errors
Non-material omissions
Items that do not affect responsiveness or evaluation scoring
As permitted under Section IV.G of the RFA

# Minimum requirements (see RFA for full detail)



**ATTACHMENT A – COVER PAGE**

**Use this checklist to ensure that all items requested have been included.**

| | Items Completed | Page (s) |
|---|---|---|
| 1. | Attachment A – Cover Page | |
| 2. | Attachment B – Statement of Certification | |
| 3. | Attachment C - Statement of Experience and Qualifications | |
| 4. | Attachment D – Licenses, Permits, and/or Certifications | |
| 5. | Financials (Two Years) | |
| 6. | Attachment E - Project Team Organization Chart | |
| 7. | Attachment F - Application Description | |
| 8. | Attachment G - Work Plan and Schedule | |
| 9. | Attachment H – Certification Regarding Debarment or Suspension; California Secretary of State Business Entity Registration | |
| 10. | Attachment I – Cost | |
| 11. | Attachment J – References | |
| 12. | Attachment K – Employment of Former County Officials | |
| 13. | Attachment L – Exceptions to RFA | |
| 14. | Attachment M – Public Records Act Exemptions | |
| 15. | Attachment N – Indemnification and Insurance Requirements Affidavit | |
| | | |
| 16. | Attachment O – Federal Contracting Provisions | |

Applicant Name: _____
Address: _____
Telephone No.: ( ) _____ FAX No.: ( ) _____
Email Address: _____
Federal Tax ID: _____
RFA Contact: _____
Name of Authorized Representative: _____
Title of Authorized Representative: _____

**By signing below, the individual acknowledges that he/she has the authority to bind the Applicant to the terms of the Application. The individual further acknowledges that he/she has read and understands the RFA, the contents of the Application and the Attachments, and attests to the accuracy of the information submitted therein.**

Signature of Authorized Representative: _____
Date: _____

# Minimum requirements (see RFA for full detail)



**ATTACHMENT B**
**STATEMENT OF CERTIFICATION**

The following statements are incorporated in our response to San Bernardino County.

| | Statement | Agree (initial) | Agree with qualification (initial and attach explanation) |
|---|---|---|---|
| 1. | The offer made in the Application is firm and binding for nine (9) months from the date the Application is opened. | | |
| 2. | All aspects of the Application, including cost, have been determined independently, without consultation with any other Proposer or competitor for the purpose of restricting competition. | | |
| 3. | All declarations in the Application and attachments are true and that this shall constitute a warranty, the falsity of which will entitle the County to pursue any remedy by law. | | |
| 4. | Proposer agrees that all aspects of the RFA and the Application submitted shall be binding if the Application is selected and a Contract awarded. | | |
| 5. | Proposer agrees to provide the County with any other information the County determines is necessary for an accurate determination of the Proposer's ability to perform the Services as proposed. | | |
| 6. | Proposer, if selected will comply with all applicable rules, laws and regulations. | | |
| 7. | The RFA has been reviewed in its entirety and Proposer has no exceptions to any requirements, terms, or conditions, except as noted in Attachment H. | | |

# Minimum requirements (see RFA for full detail)



**ATTACHMENT C**
**STATEMENT OF EXPERIENCE AND QUALIFICATIONS**

1. Legal name of Applicant:

2. Type of legal entity (such as corporation, partnership, etc.):

3. Entity number (if Applicant is a business entity that must be registered with the California Secretary of State):

4. Number of years the Applicant has been in business under the present business name, as well as related prior business names.

5. Does the Applicant have any commitments or potential commitments that may impact the Applicant's ability to perform the Contract, if awarded.
   - ☐ Yes
   - ☐ No

   If yes, please explain:

6. Applicant's statement of experience and qualifications as it relates to proposed project:

# Minimum requirements (see RFA for full detail)



**ATTACHMENT D**
**LICENSES, PERMITS, and/or CERTIFICATIONS**

| TYPE (ie: License, Permit, Certifications)<br>Include DIR Registration No. of Contractor and Subcontractors | EXPIRATION |
|---|---|
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# Minimum requirements (see RFA for full detail)



**Required Financial Documentation**

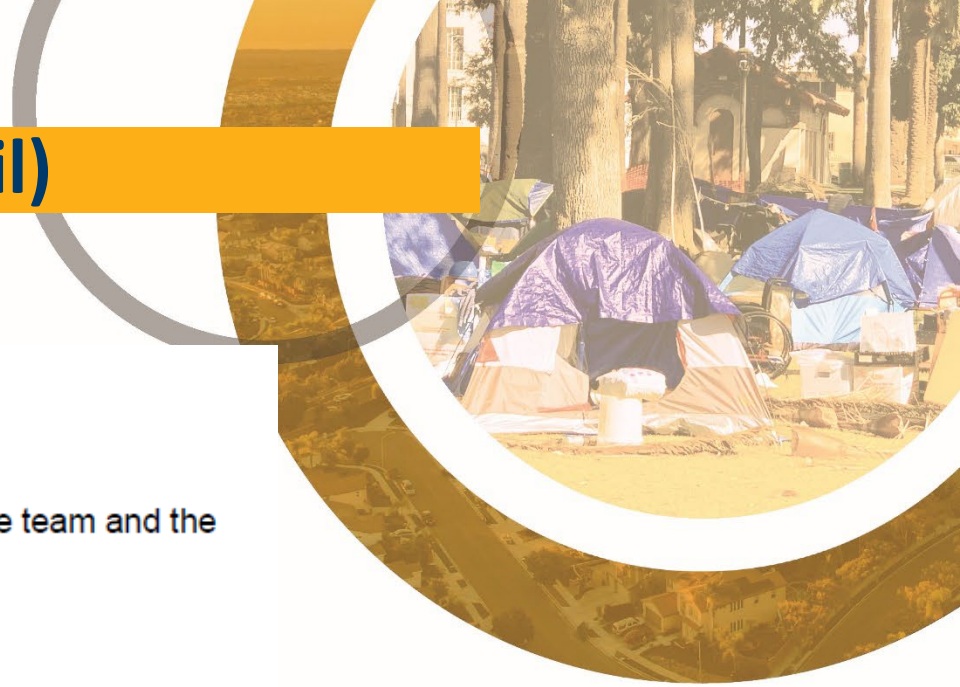
Proposers must submit TWO (2) most recent completed fiscal years of financial documents:

- Statement of Financial Position (Balance Sheet)
- Statement of Activities (Income Statement / P&L)

**Level of Review (Highest Available):**

- Audited Financial Statements (preferred)
- Internal CPA Reviewed
- Internally Prepared

# Minimum requirements (see RFA for full detail)



**ATTACHMENT E**
**PROJECT TEAM ORGANIZATION CHART**

Include an organization chart illustrating the project team, and clearly show the organization of the team and the hierarchy of the members. It must include:

1. Organizational framework for the proposed project team.
2. Position title and staff name for each role identified in the chart.
3. Resumes of key personnel, including qualifications, education, and project experience.

# Minimum requirements (see RFA for full detail)



**ATTACHMENT F**
**APPLICATION DESCRIPTION**

**Indicate the SBC CoC Region in which the proposed project service activities will be provided.**

☐ Central Valley ☐ West Valley

**Coordinated Entry System (CES)**
ESG funded projects are to be integrated within the local CES. Check box to affirm the proposed project will be integrated within the local CES.

☐ Yes, this project will be integrated within the local CES.

**Homeless Management Information System (HMIS)**
ESG funded projects are to be tracked within the local HMIS. Check box to affirm the proposed project will participate in HMIS.

☐ Yes, this project will participate in the local HMIS.

This section of the Application should address the following:

1. Project Description: A detailed description of the proposed Emergency Shelter and Rapid Re-Housing project, its purpose, and its beneficiaries. Include reference to Section V – Scope of Work. Applicants must describe eligible ESG activities (Emergency Shelter operations, case management, housing navigation, rental assistance, housing stabilization services). Include an explanation of any assumptions or constraints.

2. Measurable Outcomes: Include measurable outcomes and describe how data will be tracked in HMIS. Outcomes must support ESG and CoC System Performance Measures (SPM 1–6): reducing homelessness, reducing new entries, increasing exits to permanent housing, reducing length of time homeless, reducing returns to homelessness, increasing successful placements from shelter to housing.

Applicants must identify which System Performance Measure(s) (SPM 1–6), as described in Attachment P, the proposed project supports and how project outcomes contribute to progress toward system-level goals.

3. Administrative Capacity: Briefly describe the Applicant's administrative capacity to implement Emergency Shelter and/or Rapid Re-Housing activities and comply with HMIS, CES, ESG regulations, reporting, and documentation requirements.

4. Project Sustainability: Explain how services will be sustained after ESG funds are exhausted, or how one-time funding will result in immediate homelessness resolution and long-term housing stability.

5. Long Term Results: Describe anticipated long-term results for participants, including housing stability, increased access to services, and reduced likelihood of future homelessness.
6. Collaboration: Identify collaborating service providers and/or municipalities, describing each partner's role in implementing Emergency Shelter and Rapid Re-Housing services.

# Minimum requirements (see RFA for full detail)



**ATTACHMENT G**
**WORK PLAN AND SCHEDULE**

Include the following:

1. **Summary of Management/Work Plan:**
   Provide a detailed description of how the Project will be managed throughout the contract term, including key staff roles, coordination with CES/HMIS, shelter operations approach, Rapid Re-Housing workflow (if applicable), and internal processes to ensure timely service delivery.
2. **Project Schedule and Milestones:**
   Applicants must provide a schedule that includes major milestones for implementation and ongoing operations. At a minimum, the schedule must include:
   • Project start-up activities (staffing, onboarding, coordination, CES/HMIS setup)
   • Opening and operational readiness for Cold Weather Shelter period
   • Opening and operational readiness for Warm Weather Shelter period
   • Delivery of key program components (case management engagement, housing navigation, client stabilization services)
   • Reporting deadlines, invoicing submission timelines, and required documentation checkpoints
   • Regular monitoring or quality assurance intervals
   • Project close-out activities at the end of the contract term
3. Milestones should include estimated dates, responsible staff, and expected outputs or deliverables.
4. Clarity and feasibility of the work plan, staffing plan, and schedule.

# Minimum requirements (see RFA for full detail)



**ATTACHMENT H**

**CERTIFICATION REGARDING DEBARMENT OR SUSPENSION; CALIFORNIA SECRETARY OF STATE BUSINESS ENTITY REGISTRATION**

In compliance with contracts and grants Contracts applicable under the U.S. Federal Awards Program, the following certification is required by all Proposers submitting a response to this RFA:

1. The Proposer certifies, to the best of its knowledge and belief, that neither the Proposer nor its Principals are suspended, debarred, proposed for debarment, or declared ineligible for the award of contracts from the United States federal government procurement or nonprocurement programs, or are individually or collectively listed as such in the United States General Services Administration's System for Award Management (SAM) website (www.sam.gov).

2. The Proposer certifies, to the best of its knowledge and belief, that neither any subcontractor listed in its Application, nor subcontractor's Principals are suspended, debarred, proposed for debarment, or declared ineligible for the award of contracts from the United States federal government procurement or nonprocurement programs, or are individually or collectively listed as such in the United States General Services Administration's System for Award Management (SAM) website (www.sam.gov).

3. "Principals," for the purposes of this certification, means officers, directors, owners, partners, and persons having primary management or supervisory responsibilities within a business entity (e.g., general manager, plant manager, head of a subsidiary, division, or business segment, and similar positions).

4. The Proposer shall provide immediate written notice to the Purchasing Agent if, at any time prior to award, the Proposer learns that this certification was erroneous when submitted or has become erroneous by reason of changes in circumstances.

5. This certification is a material representation of fact upon which reliance will be placed when making the award. If it is later determined that the Proposer rendered an erroneous certification, in addition to other remedies available to the San Bernardino County government, the County may terminate the Contract resulting from this RFA for default.

6. Proposer affirms that neither it, nor any subcontractor listed in the Application, has any recent unsatisfactory performance with the County during the past twenty-four (24) months at a minimum.

7. Proposer also certifies that if it or any of the subcontractors listed in the Application are business entities that must be registered with the California Secretary of State, they are registered and in good standing with the Secretary of State.

# Minimum requirements (see RFA for full detail)



**ATTACHMENT I – COST**

| Eligible Use Category | Description of activities to be funded | Funding Amount | Matching Contribution Source | Matching Contribution Amount | Number to be served - Individuals | Number to be served - Households |
|---|---|---|---|---|---|---|
| Rapid Re-Housing | | | | | | |
| Emergency Shelter | | | | | | |

Must demonstrate overall reasonableness and cost efficiency of the proposed budget. Balance of costs across program components, demonstrating that funds will support direct services, shelter operations, client supports, and housing-focused activities, not predominantly staffing costs alone. Alignment of proposed costs with eligible ESG activities and the level of services proposed. Clear justification of all budgeted amounts, including any indirect costs and match contributions. Applicants may attach an additional page, if necessary, to fully explain or justify proposed costs.

*Applicants that do not have a federally negotiated indirect cost rate may elect to apply the 15% de minimis indirect cost rate, consistent with 2 CFR § 200.414(f). The de minimis rate must be applied to Modified Total Direct Costs (MTDC) and used consistently across all federal awards. Applicants choosing this option must indicate this election in Attachment I – Cost and complete the ESG Indirect Cost Calculator provided in Exhibit 1.

# Minimum requirements (see RFA for full detail)



## ATTACHMENT J - REFERENCES

| Name of Agency | Contact Name/Address | Phone Number/Email | Dates services provided (from/through*) |
|---|---|---|---|
| | | | |
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| | | | |

Provide a minimum of three (3) customer references Applicant has contracted with, providing the same service as requested in this RFA.

*Enter "**Present**" if still providing the services (Example: 10/08/13 - present).

# Minimum requirements (see RFA for full detail)



**ATTACHMENT K**

**EMPLOYMENT OF FORMER COUNTY OFFICIALS**

**NAME**

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# Minimum requirements (see RFA for full detail)



**ATTACHMENT L – EXCEPTIONS TO RFA**

CONTRACTOR NAME _____

ADDRESS _____

TELEPHONE# ( ) _____ FAX # ( ) _____

I have reviewed the RFA in its entirety and have the following exceptions: (Please identify and list your exceptions by indicating RFA, the Section or Paragraph number, and Page number, as applicable. Be specific about your objections to content, language, or omissions. Add as many pages as required.)

# Minimum requirements (see RFA for full detail)



**ATTACHMENT M – PUBLIC RECORDS ACT EXEMPTIONS**

PROPOSER NAME _____

ADDRESS _____

TELEPHONE# ( ) _____ FAX # ( ) _____

Proposer requests that specific portions of the contents of this Application be held confidential and not subject to public disclosure pursuant to the Public Records Act. The specific portions are detailed below: (Please identify and list your exemptions by indicating the Section or Paragraph number, and Page number, of the Application where the content is contained.) **Each stated exemption must include a citation to supporting legal authority, including statutory authority or case law, to support exemption from the Public Records Act. Requested exemptions that does not meet the requirements of this section will not be considered.**

# Minimum requirements (see RFA for full detail)



**ATTACHMENT N - INDEMNIFICATION AND INSURANCE REQUIREMENTS AFFIDAVIT**

**THE APPLICANT'S INSURANCE COMPANY(S) OR INSURANCE AGENT MUST COMPLETE THIS FORM AND THE APPLICANT MUST SUBMIT THIS COMPLETED AFFIDAVIT WITH THE APPLICATION.**

I, the undersigned (Please check one box) □ underwriter □ agent/broker, certify that I and the Applicant listed below have jointly reviewed the "Insurance Requirements" in this Request for Application (RFA). If the San Bernardino County ("County") awards the Applicant the Contract for this project, I will be able—within fourteen (14) calendar days after the Applicant is notified of the Contract's award—to furnish the County with all the required, insurance certificate(s) and endorsement(s) as specified in Section X, Paragraph B. Indemnification and Insurance Requirements.

Insurance Broker / Agency Name _____ Date _____

Insurance Broker's / Agent's Name (Printed) _____ Insurance Broker's / Agent's Name (signature) _____

Address _____ City _____ State _____ Zip Code _____

Telephone Number _____ FAX Number _____ Email Address _____

Applicant's Name _____ County RFA Name and Number _____

***Below State the Name of Insurance Company Providing Coverage:***
DO NOT write "Will Provide," "To Be Determined," "When required," or similar phrases.

Commercial General Liability _____ Automobile Liability _____

Workers' Compensation Liability _____ Professional Liability _____

Pollution Liability _____ Cyber Liability _____

Sexual Abuse Liability _____

**[NOTE TO APPLICANT: See Section X, Paragraph B. Indemnification and Insurance Requirements, for details on the basic requirements and types of insurance for this agreement.]**

**NOTE TO THE UNDERWRITER / AGENT-BROKER: If the insurance forms that the Applicant submits to the County do not fully comply with the Insurance Requirements, and/or if the Applicant fails to submit the forms within the 14-day time limit, the County may: (1) declare the Applicant's Application non-responsive, and (2) award the Contract to the next highest ranked Applicant.**
***If you have any questions about the Insurance Requirements, please contact San Bernardino County - Risk Management Department, via e-mail Insurance.Questions@rm.sbcounty.gov (Please provide name of RFA with your email question(s)).***

# Minimum requirements (see RFA for full detail)



**ATTACHMENT O**
**FEDERAL CONTRACTING PROVISIONS**

Contractor shall to comply with the following additional terms:

**A. Reserved**

**B. Reserved**

**C. Reserved**

**D. Clean Air Act and the Federal Water Pollution Control Act (42 USC §§ 7401-7671q, 33 USC §§ 1251-1387.)**

Clean Air Act

1. Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
2. Contractor agrees to report each violation to the County and understands and agrees that the County will, in turn, report each violation as required to assure notification to the federal funding source, and the appropriate Environmental Protection Agency Regional Office.
3. Contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance.

Federal Water Pollution Control Act

1. Contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.
2. Contractor agrees to report each violation to the County and understands and agrees that the County will, in turn, report each violation as required to assure notification to the federal funding source, and the appropriate Environmental Protection Agency Regional Office.
3. Contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance.

**E. Procurement of Recovered Materials (45 CFR § 75.331)**

1. Contractor shall comply with the provisions of section 6002 of the Federal Solid Waste Disposal Act, as amended by the federal Resource conservation and Recovery Act, as the same may be amended, which include (but are not necessarily limited to): procuring only items designated in guidelines of the Environmental Protection Agency at 40 CFR Part 247 (as the same may be amended) that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired by the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner

# Minimum requirements (see RFA for full detail)



**ATTACHMENT O**
**FEDERAL CONTRACTING PROVISIONS**

that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the Environmental Protection Agency guidelines.

2. This provision does not apply if the items cannot be acquired—
    a. Competitively within a timeframe providing for compliance with the contract performance schedule;
    b. Meeting contract performance requirements; or
    c. At a reasonable price.
3. Information about this requirement, along with the list of EPA- designated items, is available at EPA's Comprehensive Procurement Guidelines web site, https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program.
4. The Contractor also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.

**F. Prohibited Telecommunications and Video Surveillance Equipment and Services (2 C.F.R. §200.216)**

Contractor certifies that it will not use contract funds to:
(1) Procure or obtain covered telecommunications equipment or services;
(2) Extend or renew a contract to procure or obtain covered telecommunications equipment or services; or
(3) Enter into a contract (or extend or renew a contract) to procure or obtain covered telecommunications equipment or services.

"Covered telecommunications equipment or services" means those equipment and services defined at 2 C.F.R. §200.16(b).

**G. Domestic Preference for Procurements (2 C.F.R. § 200.322)**

Contractor should, to the greatest extent practicable and consistent with law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States. "Manufactured products" means items and construction materials composed in whole or in party of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

**H. Reserved**
with all requirements in paragraph (c) of Regulation 52.222-50 and immediately notify the County of any activity described in paragraph (d) of Regulation 52.222-50.

**I. Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352 (as amended))**
Contractor certifies that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or

# Minimum requirements (see RFA for full detail)



**ATTACHMENT O**
**FEDERAL CONTRACTING PROVISIONS**

employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Contractor shall also disclose to the County any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award.

**ANTI- LOBBYING CERTIFICATION**

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

5. The Contractor, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

_____
Signature of Contractor's Authorized Official

_____
Name and Title of Contractor's Authorized Official

_____
Date

# System Performance Measures Guide



**ATTACHMENT P**

**System Performance Measures (SPM) Guide**

The U.S. Department of Housing and Urban Development (HUD) requires Continuums of Care (CoCs) to measure how effectively their homeless response systems perform. ESG-funded Emergency Shelter (ES) and Rapid Re-Housing (RRH) projects are expected to support progress toward these measures. Applicants must identify which System Performance Measures (SPM 1–6) their proposed project will support and describe how project activities will contribute to system-level improvement.
The measures are defined below for use in this RFA.

**SPM 1 – Length of Time Persons Remain Homeless**
SPM 1 measures the average amount of time individuals and families experience homelessness before reaching permanent housing. Projects support this measure by reducing the time participants spend in emergency shelter and rapidly connecting them to housing through housing navigation, case management, and stabilization services.

**SPM 2 – Returns to Homelessness After Permanent Housing Placement**
SPM 2 measures how many individuals and families return to homelessness after exiting to permanent housing. RRH programs support this measure through stabilization case management, follow-up services, landlord engagement, and connection to ongoing supports that reduce the likelihood of returns to homelessness.

**SPM 3 – Number of Persons Experiencing Homelessness for the First Time**
SPM 3 measures how many people enter homelessness for the first time. Emergency Shelter programs support this measure by providing housing focused services that reduce the duration of homelessness and discourage long term system involvement. RRH programs reduce new inflow by assisting households to stabilize quickly in permanent housing.

**SPM 4 – Successful Placement into Housing and Retention**
SPM 4 measures successful exits to permanent housing and continued housing stability. RRH programs directly support this measure by providing rental assistance, housing navigation, and stabilization services. Emergency Shelters support this measure by connecting sheltered households to RRH or other permanent housing pathways.

**SPM 5 – Number of Persons Experiencing Homelessness**
SPM 5 measures changes in the total number of individuals and families experiencing homelessness in the CoC. Emergency Shelter and RRH programs support this measure by reducing time spent homeless, increasing exits to housing, and preventing repeated or prolonged use of crisis-response resources.

**SPM 6 – Employment and Income Growth**
SPM 6 measures increases in earned income or non-earned income (benefits) among people experiencing homelessness. Projects support this measure by connecting participants to employment services, benefits enrollment, budgeting support, and supportive services that enhance income stability and long-term housing retention.

**Applicant Instructions**
Applicants must identify in their Application Description (Attachment F):

- Which SPM(s) the project supports (SPM 1–6).
- How the proposed ES or RRH activities will contribute to system improvement.
- Which program components, staff roles, partnerships, and strategies directly impact the selected SPM(s).
- How HMIS data will be used to track outcomes and demonstrate progress.

# Minimum requirements (see RFA for full detail)



- Submit via HomelessRFP@hss.sbcounty.gov
  - Use required Attachments A–O
  - Signed Cover Page required
  - Financials (2 years) required
  - Insurance Affidavit required
  - Late applications will be not be accepted
  - Incomplete applications may be deemed non responsive

# Minimum requirements (see RFA for full detail)



## Evaluation Criteria
## (Minimum 70 Percent Required)

- Qualifications & Experience – 25%
- Financial Review – 20%
- Technical Review – 25%
- Cost – 25%
- References – 5%
- **Maximum Score - 100**

# Eligible Use Categories (ESG)



**Eligible use categories:**

- **Rapid Rehousing** – Eligible Uses should be categorized here when the costs support operating a rapid rehousing type housing service. This means a tenant-based, time limited, permanent housing program, inclusive of wrap-around services. **Per 24 CFR § 576.104**, Rapid Re-Housing assistance includes housing relocation and stabilization services, along with short- and/or medium-term rental assistance to help participants quickly enter and maintain permanent housing.

**Examples:**

• Rental subsidies, including to support placement of individuals in CARE Court.
• Landlord incentives, such as security deposits, holding fees, funding for needed repairs, and recruitment and relationship management costs.
• Move-in expenses.

# Eligible Use Categories (ESG)



**Eligible use categories:**

- **Emergency Shelter Services**– ESG funds may be used to support costs directly associated with operating emergency shelters and delivering essential services to individuals and families who are homeless, per **24 CFR § 576.102(a)**.

**Examples:**

- **Shelter operations:** utilities, maintenance, minor repairs, insurance, furnishings, supplies, and staff costs required to run shelters
- **Renovation/Conversion:** costs for building upgrades, conversions, or renovations of non-shelter space into shelter, including architectural/engineering fees, permits, and construction
- **Essential services** (provided onsite or at related sites):
  - Case management (needs assessment, individualized service planning, referrals)
  - Emergency health and mental health services
  - Transportation, child care, education, life skills training, employment assistance, and legal services for shelter residents

# Regional Alignment



## Alignment with the Regional Action Plan

Proposals should demonstrate alignment with regional priorities, including:

- Reducing unsheltered homelessness and improving exits to permanent housing
- Equity-focused targeting of resources and services
- Coordination across jurisdictions and systems (CoC, cities, County partners)
- Integration with CES and HMIS (where applicable)
- Delivering measurable outcomes and reporting

# Match Requirement



Applicants must provide a **100% match** equal to the total ESG funds awarded under this RFA. Matching contributions may include eligible cash, non-cash, or in-kind resources as permitted under ESG regulations. Matching contributions must meet all requirements under **24 CFR § 576.201**. Applicants must document all match sources in their Application and maintain sufficient records throughout the contract term. Failure to provide the required match contributions, or to document eligible match sources, will result in the Application being deemed non-responsive and ineligible for funding consideration.

**Examples of eligible match sources:**

- Cash contributions (eligible program costs).
- Non-cash contributions, such as donated goods, equipment, or building space.
- In-kind services, such as volunteer time or professional services that meet ESG requirements.

**Indirect Cost Rate Option:**

- Applicants without a federally negotiated indirect cost rate may elect to apply the **15% de minimis indirect cost rate**, consistent with **2 CFR § 200.414(f)**.
- The de minimis rate must be applied to **Modified Total Direct Costs (MTDC)** and used consistently across all federal awards.
- Applicants selecting this option must indicate the election in **Attachment I – Cost** and complete the **ESG Indirect Cost Calculator** provided in Exhibit 1.

# Regional Priorities



| 2026 PITC | Percentage of Unsheltered Individuals |
|---|---|
| **Central Valley** | **62.75%** |
| **West Valley** | **18.91%** |
| **East Desert** | 3.15% |
| **High Desert** | 13.07% |
| **Mountains** | 2.12% |
| **Total** | 100% |

The Emergency Solutions Grant will fund Cold Weather and Warm Weather shelters and provide Rapid Re-Housing services to help individuals and families experiencing homelessness in San Bernardino County. Support may include case management, housing navigation, rental assistance, and stabilization services to help households quickly secure and maintain permanent housing. Funding will be prioritized for shelters in the Central Valley and West Valley regions, where homelessness is most concentrated based on the 2026 Point-in-Time Count. A total of $357,354 will be split between two contractors, each serving a designated region.

# ESG Budget



| REGION | TOTAL ALLOCATION PER REGION |
|---|---|
| **Central Valley** | |
| Cold-Warm Weather Shelter Services | $98,177.00 |
| Rapid Re-housing | $80,500.00 |
| **West Valley** | |
| Cold-Warm Weather Shelter Services | $98,177.00 |
| Rapid Re-housing | $80,500.00 |
| **Total** | $357,354.00 |

Must demonstrate overall reasonableness and cost efficiency of the proposed budget. Balance of costs across program components, demonstrating that funds will support direct services, shelter operations, client supports, and housing-focused activities, not predominantly staffing costs alone.

# Financial Capacity Metrics



The financial assessment may include a review of:

- Amount of Annual Revenue
- Quick Ratio
- Current Ratio
- Solvency
- Days Cash on Hand
- Cushion
- Amount of Request

Collectively, these indicators provide insight into an organization's ability to meet short-term financial obligations, absorb unforeseen fiscal challenges, and maintain ongoing operations throughout the implementation of the funded project. The funding amount requested may also be evaluated in relation to the organization's overall financial profile to assess proportionality and potential risk.

# Evaluation & Award



The County will evaluate proposals for best value, which may include:

- Responsiveness to RFA requirements and completeness
- Financial Capacity Metrics
- Technical approach and service model / methodology
- Organizational capacity and relevant experience
- Quality of work plan and performance measurement strategy
- Budget reasonableness and cost effectiveness
- Equity impact and regional coordination / partnerships

# Protest and Award Process



**Notice of Intent to Award**

Issued after evaluations and negotiations

**Protest Period**

Written protests due within 10 calendar days

**Grounds for Protest**

Limited to procedural or legal violations

Disagreement with scoring alone is not sufficient

**Final Award**

Subject to resolution of any timely protest

# Questions & Points of Contact



Primary contact:

HomelessRFP@hss.sbcounty.gov

Please submit RFA questions through the Homeless RFP mailbox. Addenda will be issued in writing.

Administration:

Christopher Salazar
Christopher.Salazar@hss.sbcounty.gov

RFA Facilitator:

Claudia Doyle
Claudia.Doyle@hss.sbcounty.gov



# Questions?