



Office of Mental Health

Supportive Housing Single Room Occupancy (SP-SRO) Housing for Adults with a Serious Mental Illness Request for Proposals

Questions & Answers

Please note that due to the Grants Gateway shut down from 1/10/24-1/16/24, the due date for this RFP has been extended to 1/30/2024. Applications will still be completed in the Grants Gateway. Any work completed before the shutdown will not be lost but no work can be completed during that time. OMH encourages applicants to get as much work done as possible prior to the 1/10/24 shutdown date.

Q1. Under any circumstances may a Professional Corporation be an eligible applicant for the purpose of this RFP? My organization is a professional S-Corporation in NY.

A1. Eligible applicants must be not-for-profit agencies with 501(c)(3) incorporation that have demonstrable experience in operating housing social services to individuals with serious mental illness. Any organization that does not meet this criteria is ineligible to apply.

Q2. We have a question regarding project eligibility: Is this grant available to projects where the building is leased?

A2. The grant could be available to projects where there is a long-term lease in place and the lease is consistent with bonding requirements.

Q3. Can you clarify if Staten Island is included in the NYC region? If so, is there a further breakdown for award amounts per borough?

A3. Yes, Staten Island is included in the NYC region. There is no breakdown per borough.

Q4. Sections 5.2 (Description of Supportive Housing SRO) and 5.4.1 (Operating Funding): If a sponsor already has an ESSHI award can it apply to OMH under this RFP for just capital funding and the coverage of debt service and use the ESSHI award to cover the supportive services costs and rental assistance for the OMH units?

A4. No. Capital funding is only available for projects also receiving operating funding through this opportunity.

Q5. Section 5.4.2 (Capital Funding): Is there a per unit or overall cap on the capital funding that can be requested from OMH for the OMH units? If not, how should that request be calculated - can it be up to the average per unit cost for the entire project times the number of OMH units?

A5. There are no specific parameters that can be shared, as project costs can vary greatly due to a number of factors. Assuming capital costs on a percentage basis of the anticipated total

project costs would be appropriate. Actual project costs/capital funding will be reviewed on a case-by-case basis after awards are made.

Q6. Section 5.5.6 (Financial Assessment): Is there a development budget template that should be used just as an operating budget template is provided in Appendix B or should sponsors submit their own format for a project's development budget?

A6. A development budget was not specifically requested as part of this RFP. Applicants wishing to provide a development budget to supplement their response may do so on whatever format they choose.

Q7. Are providers expected to be Medicaid providers in order to receive a contract for SP-SRO?

A7. No

Q8. Is SP-SRO considered Level II Housing (like CR-SRO)?

A8. No. SP-SROs are unlicensed congregate supportive housing (referred to as "community care" in New York City).

Q9. Does the "Total Gross Funding" reflected on page 17 of the RFP include the contribution to the rental subsidy if there are no other subsidies?

A9. Total Gross Funding reflects the entirety of revenue expected for these units. Applicants will need to fund operating costs and rental subsidies out of the total gross funding.

Q10. Should the operating budget spreadsheet (Appendix B) assume the amount in "Total Gross Funding" reflected on page 17 of the RFP as the per unit funding?

A10. Yes

Q11. What expenses are considered "Property" expenses versus "OTPS" for the purposes of the budget Appendix?

A11. Examples of eligible residential property operating costs include, but are not limited to: mortgage costs, utilities, maintenance, insurance, security and capital reserve. Examples of eligible OTPS costs include, but are not limited to: telephone, office supplies, and transportation.

Q12. Section 3.5 (MWBE and SDVOB): Are these thresholds only required to be met for the construction period of the project or for operations as well?

A12. MWBE and SDVOB thresholds are required to be met for the construction phase only.

Q13. Section 4.3.1 (Initial Awards and Allocations): The third bullet point states that acquisition and development costs have to be "within an amount OMH capital can support". How is this determined? Is there a cap on OMH funding, is it based on HFA underwriting standards or is there some other criteria?

A13. There are no specific parameters that can be shared, as project costs can vary greatly due to a number of factors. Reasonable project costs will be determined in collaboration with OMH and the applicant after awards are made.

Q14. Section 5.5.6 (Financial Assessment): We understand that the Operating Budget in Appendix B should reflect the revenue and costs associated for only the OMH units within a project, but for sponsors who have site control and will be doing a mixed-use housing project, should the operating and development budget for the entire project be submitted and if so, is there any particular format that OMH would like to see that presented?

A14. Operating budgets should only reflect costs associated with the OMH-funded SP-SRO units.

Q15. Do responders get bonus points or preferential scoring if they have site control? Does this affect scoring in the "Readiness" section?

A15. Responses that are thorough in their description of either how the applicant has achieved site control, or how they plan to achieve site control, are eligible for full points on question 2a.

Q16. How long is an award good for? Section 4.3.1 states "Once a bidder receives a conditional award through this RFP process, it must begin to actively search for and identify a viable project." Is there a timeline by which this must be accomplished?

A16. All passing applicants will receive conditional awards. It is anticipated that conditional awards will be issued for more units than are available through this opportunity. Conditional awardees will be able to identify a viable project and secure funding for as long as units remain available in the region that is applicable to the conditional award.

Q17. Section 3.6 (Equal Employment Opportunity): Is the EEO Policy Statement Form #4, required for our submission and if so, where can we find that form?

A17. This form is not required as part of the application/proposal process. If you are awarded a contract, it would be required then.

Q18. Sections 3.10 (Acceptance of Terms and Conditions) and 4.2 (Method for Evaluating Proposals): Both sections reference Section 2.9 of the RFP, but there is no Section 2.9 so is it intended to say Section 2.8?

A18. Yes, those references should say Section 2.8.

Q19. Section 5.4.1 (Operating Funding): Does OMH have a cap as far as how much of its net deficit funding can be used for rental assistance as opposed to supportive services funding?

A19. OMH has not articulated a specific cap on how much funding can be used for rental assistance.

Q20. My question is in regards to earning the Readiness points, Section 5.5.2. Are more points earned based upon the ability to answer each question adequately proving

experience in housing development or having the site control or are 2a, 2b, and 2c split between the 15-point maximum?

A20. 2a, 2b, and 2c each have their own designated point value (combined equaling 15 points). Points will be awarded based on the applicants ability to answer each questions.

Q21. In regards to question 2a. in the Readiness section 5.5.2. How does and applicant earn the maximum points given for this question?

A21. See Question 15

Q22. In regard to question 2a. in the Readiness section 5.5.2. Are any points earned if there is an identified site, but the agency does not have site control?

A22. See Question 15

Q23. Per the ESSHI round seven RFP on p.9 – “Funding through this RFP is available to support the services and operating needs of projects, which may be in various stages of capital development. However, funding will not be made available to existing projects, which have already secured service and operating funds through other sources, as a means to enhance their existing subsidies; or projects specifically wherein tenants are already residing. For example, if a project has closed on construction financing and already has identified units of supportive housing as part of the original capital funding request, the original supportive housing units would not be eligible for ESSHI funding. However, additional units in the project could be requested, provided the total number of units do not create an issue with the Olmstead decision, MRT, or Home and Community Based Services (HCBS) settings requirements.”

However, Section 5.2 of the SP-SRO RFP says, "Agencies will have the ability to incorporate units receiving operating funding from other sources, such as the Empire State Supportive Housing Initiative (ESSHI)." Please confirm that ESSHI funds can be combined with this project and elaborate on how combining those funds would work.

A23. Similar to ESSHI funding, OMH SP-SRO funding may not be used to supplant or enhance existing operating funding. However, a project still in development (has not closed on construction financing and is not already in operation) may propose to utilize OMH funding for some of the units in the project, and ESSHI (or other operating funding source) for other units in the project, provided the total project complies with Olmstead requirements. For example, an applicant could propose a 100-unit project with 50 supportive units for individuals with SMI funded through this initiative, 10 units for young adults (not subject to Olmstead) funded through ESSHI, and 40 affordable units.