



Office for the
Prevention of
Domestic Violence

Pre-Bid Webinar

Housing Navigator Program 2021 – 2022

Grant Opportunity ID: PDV01-HNP21-2020

The webinar will begin shortly.

January 19, 2021

Housekeeping

- All lines have been muted.
- To ask a question, please utilize the chat feature.
- This webinar is being recorded and will be posted to the OPDV website.

Today's Question and Answer Policy

- Today's verbal answers are not binding. Only the written responses published after today's conference will be the official, binding responses of the state.
- Any questions answered on this webinar will be posted in the Grants Gateway and on the OPDV website.
- Questions will be accepted through 11:59PM today. Please send any additional questions after this webinar via email to opdvrfpinfo@opdv.ny.gov with **2021 – 2022 Housing Navigator Program** in the Subject line.
- In the event of an inconsistency between this PowerPoint and the solicitation (including accompanying attachments), the solicitation and the accompanying attachments posted to the Grants Gateway and the OPDV website shall supersede information in this presentation.

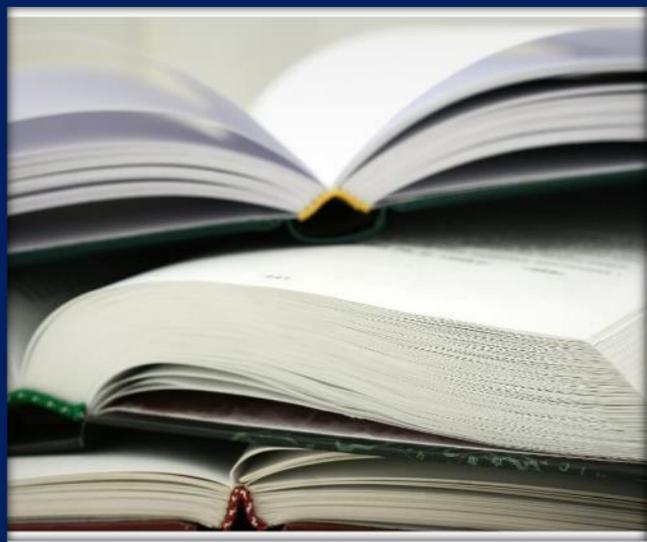
About OPDV

NYS Office for the Prevention of Domestic Violence

Our Mission:

To improve New York State's response to and prevention of domestic violence with the goal of enhancing the safety of all New Yorkers in their intimate and family relationships

OPDV Focus and Priorities



Public Policy



Education and
Public Awareness

New York State
Domestic and Sexual Violence
Hotline

TEXT. CALL. CHAT.

844.997.2121

800.942.6906

OPDV.NY.GOV



TEXT CONFIDENTIALLY
WITH A DV/SA
ADVOCATE



ACCESS REMOTE
COUNSELING THROUGH
YOUR LOCAL DV/SA
PROGRAM.



CHAT PRIVATELY WITH
DV/SA ADVOCATE ON A
SECURE WEBSITE

ALL AVAILABLE 24 HOURS/DAY, 7 DAYS/WEEK

Statewide
Services Network



Office for the
Prevention of
Domestic Violence

Survivor-Centered Services

- Recognize survivors' rights to self-determination about their safety and future
- Respond to, and advocate for, expressed needs of survivors
- Understand that survivors' experiences are affected by intersections of class, race/ethnicity, age, sexual orientation, gender identity or expression, and geography
- Are confidential, accessible, high-quality, and flexible



Procurement Lobbying Law & What You Need to Know

Restricted Period

- **Remember: We are in a restricted period.**
 - State Finance Law sections 139-j and k regulate communications between bidders and OPDV during the procurement process. A bidder is restricted from making contacts from the earliest notice of intent to solicit bids through final award and approval of the procurement contract by OPDV, to other than designated staff, unless it is a contact that is included among certain statutory exceptions set forth in State Finance Law §139-j(3)(a).

Solicitation Overview

The Issue

- Housing instability is four times more likely for women who experience domestic violence than for those who do not and at least one in four homeless women reports domestic violence as the primary cause of their homelessness.
- For victims/survivors who are not at imminent risk of danger, housing instability resulting from abuse is the greatest barrier to their long-term well-being.
- One of the primary reasons that victims return to living with their abusers is lack of viable housing alternatives.

Overview

- The HNP will fund 20 housing navigator positions in domestic violence programs across the State with a prioritization of placing a housing navigator position in each of the ten Empire State Development (ESD) regions.
- Funding will support the creation of a housing navigator program according to eligible expenses outlined herein. OPDV will fund up to 20 grants of up to \$125,000.00 each for the contract period July 1, 2021 – September 30, 2022.
- Applicants may apply for up to 2 ESD regions. A separate application must be submitted for each ESD region the applicant plans to serve.

ESD Regions

1. Western NY: Niagara, Erie, Chautauqua, Cattaraugus, Allegany
2. Finger Lakes: Orleans, Genesee, Wyoming, Monroe, Livingston, Wayne, Ontario, Yates, Seneca
3. Southern Tier: Steuben, Schuyler, Chemung, Tompkins, Tioga, Chenango, Broome, Delaware
4. Central NY: Cortland, Cayuga, Onondaga, Oswego, Madison
5. North Country: St. Lawrence, Lewis, Jefferson, Hamilton, Essex, Clinton, Franklin

ESD Regions

6. Mohawk Valley: Oneida, Herkimer, Fulton, Montgomery, Otsego, Schoharie
7. Capital District: Albany, Columbia, Greene, Warren, Washington, Saratoga, Schenectady, Rensselaer
8. Hudson Valley: Sullivan, Ulster, Dutchess, Orange, Putnam, Rockland, Westchester
9. New York City: New York (Manhattan), Bronx (The Bronx), Queens (Queens), Kings (Brooklyn), Richmond (Staten Island)
10. Long Island: Nassau, Suffolk

Eligible Applicants

- Applicants must be domestic violence service providers that are licensed and/or approved by NYS Office of Children and Family Services or other organizations as designated by the New York State Coalition Against Domestic Violence (NYSCADV) provider directory.
- The OCFS website has information on how to become a NYS licensed or approved domestic violence service provider as well as contact information for questions.
- Please see the OCFS and NYSCADV websites to identify if your organization is listed in the directory and, therefore, eligible to apply:
 - OCFS Directory of Licensed and/or Approved Programs: <https://ocfs.ny.gov/main/dv/dvList.asp>
 - NYSCADV Directory of Programs: <https://www.nyscadv.org/find-help/program-directory.html>

Housing Navigators

- “Bridge the gap” between DV services and housing providers in order to ensure that the housing needs of domestic violence victims/survivors are met.
- Work with victims/survivors in coordination with DV service providers across their respective regions to help them access available resources and support for housing beyond shelter.
- Work with domestic violence advocates to help them better understand and assist with their clients’ needs around housing.
- Work with state agencies including OPDV, the Office of Victim Services (OVS), and the Office of Temporary and Disability Assistance (OTDA).

Housing Navigators

- Will need to be knowledgeable and experienced in victim/survivor advocacy and in providing services in a survivor-centered and trauma-informed way.
- Will have to be knowledgeable and experienced in alternative housing options, housing services and funding resources for housing, including New York State's Empire State Supportive Housing Initiative (ESSHI).
- Will need to be excellent communicators and facilitators as well as self-starters and able to handle multiple tasks and priorities at one time.
- Will need to be able to work collaboratively with domestic violence service providers, local Continuums of Care, or other local entities that provide housing coordination services in their region.
- Training needs will be assessed during the contract and training will be provided by OPDV and OTDA.

Funding

- Funds for this contract are provided by the NYS OPDV Aid to Localities appropriation, which is funded by the state general fund, and federal funding administered by the Office of Victim Services (OVS).
- All agreements and funding are subject to the availability of funds. The primary source of VOCA funding is the Federal Crime Victims Fund which is largely funded from offender-generated revenues, such as criminal fines, fees, surcharges and forfeited bail bonds, etc. This revenue source does not guarantee a consistent funding level year-to-year and cannot be considered automatically renewable from one year to the next.

Funding

- OPDV reserves the right to revise the award amount as necessary due to changes in the availability of funding. Funding is not guaranteed. Modifications or additional requirements may be imposed during the award and/or contract period.
- All funding must support program efforts that will be accomplished during the contract period. Funding under this program must supplement, not supplant, non-grant funds that would otherwise be available for expenditure on the programs proposed.
- Any unused funds will be redistributed pursuant to a plan approved by the Executive Director of OPDV, or by their designee.

Funding

- The contract is a 15-month award of up to \$125,000.00 per award. Proposed budgets must reflect amounts not exceeding those stipulated in the Evaluation of Proposals section.
- The primary purpose of the Housing Navigator Program is to provide funding for a Housing Navigator position in each ESD region and support direct services that respond to the immediate housing needs of victims.
- For more information about allowable and unallowable costs, please see the VOCA Allowable-Unallowable Costs Spreadsheet (link in RFP).

Providing Services

- The navigator will be responsible for providing services, support and information to victims/survivors of domestic violence and domestic violence service providers regionally. Such services/supports may include helping:
 - Victims remain in their existing housing - victims may need help with paying rent, mortgage and/or utility arrears.
 - Victims secure new housing - victims may need assistance paying for the first month's rent and security deposit, past utility arrears and deposits, moving costs, and short-to-midterm rental assistance.
 - Providers identify and apply for federal funding for housing-related needs.

Pre-submission Uploads

- **RFP Contact Form:** All applicants must complete the RFP Contact Form which gathers all required program specific information.
- **Letter of Certification Form:** All applicants must complete the Letter of Certification which certifies that they have implemented a written policy addressing sexual harassment prevention in the workplace and provide annual sexual harassment prevention training to all of its employees.
- **HNP Budget Overview Spreadsheet:** All applicants must complete the HNP Budget Overview spreadsheet to record category totals from each of the line item budget versions to document eligible costs. See HNP Budget Instructions for further information.
- **Expenditure Based Budget Templates:** All applicants must complete the Expenditure Based Budget templates provided to prepare two-line item (detailed) budget versions, outlining the costs/expenses pursuant to the allowable costs. For each fiscal year identified in the table in Section G of this RFP, create a separate budget version. See HNP Budget Instructions for further information.

Pre-submission Uploads

- **Application Checklist:** This form is included to ensure that the applicant has included all required documents.
- **Organization History & Mission:** All applicants must upload a one-page description of your organization's history and mission.
- **Worker's Compensation & Disability Forms:** All applicants must upload their organization's workers compensation and disability insurance forms.
- **Letter(s) of Intent:** All applicants are required to upload letter(s) of intent from a Continuum of Care or other local entity that provides housing coordination services demonstrating partnership with the applicant.

Evaluation of Proposals – Tier 1 Pass/Fail

- Application was submitted by the published deadline (February 26, 2021 at 12:00PM EST)
- Application is from a NYS OFCS-licensed/approved domestic violence provider/program or other organizations as designated by the New York State Coalition Against Domestic Violence (NYSCADV) provider directory
- Application includes a letter of intent from a Continuum of Care or other local entity that provides housing coordination services demonstrating partnership with the applicant
- Applicant is a not-for-profit and is prequalified in Grants Gateway or a governmental entity
- Applicant identified the ESD Region the program would serve
- Applicant has completed the Sexual Harassment Prevention Certification Form (Letter of Certification)
- Applicant has completed the RFP Contact Form
- Applicant has attached Workers Comp and Disability Forms
- Applicant has attached a one-page description of the organization's history and mission
- Applicant filled in Workplan Section in Grants Gateway related to Crime Victim Compensation Assistance indicating that they will assist with completing victim compensation applications

Evaluation of Proposals – Tier 2

- At a minimum, four reviewers will review and evaluate the following:
 - Budget and Budget Narrative
 - Agency Profile
 - Domestic Violence/Sexual Assault and Housing Experience
 - Cultural Competency, Survivor-Centered & Trauma-Informed
 - Community Coordination Experience
 - Staff Development
 - Data Collection, Reporting System and Trend Analysis
- All reviewers will use a standard rating tool to score each proposal.

Evaluation of Proposals – Tier 2

- For each proposal, each category will be scored and the category scores will be totaled for an overall maximum score of 100 points. A proposal's final score will be determined by averaging the overall scores from each reviewer.
- In the event of a tie for the average overall score among two or more applicants, impacted proposals will be ranked against each other based on the combined average score in the **Domestic Violence/Sexual Assault and Housing Experience and Community Coordination Experience** categories.
- Upon initial scoring of all applications, the Tier II recommendations will be submitted for review to OPDV's executive management.

Evaluation of Proposals – Tier 2

| Program Questions | Points |
|--|------------|
| Agency Profile | 10 |
| Domestic Violence/Sexual Assault & Housing Experience | 20 |
| Cultural Competency, Survivor-Centered & Trauma-Informed | 10 |
| Community Coordination Experience | 25 |
| Staff Development | 5 |
| Data Collection, Reporting System & Trend Analysis | 10 |
| Budget | 20 |
| TOTAL | 100 |

Questions & Answers

Important Dates & Reminders

Important Dates & Reminders

- Question will be accepted until 11:59PM today. Please send any questions you have after this webinar via email to opdvrfpinfo@opdv.ny.gov with **2021 – 2022 Housing Navigator Program** in the Subject line.
- All questions and answers will be posted to the OPDV website and the Grants Gateway on or about Friday, January 22nd. Any answers provided on this webinar are not binding. Only the written responses published after today's conference will be the official, binding responses of the state.
- All applications are due in Grants Gateway by **Friday, February 26 at 12:00PM**. Applications will not be accepted after this deadline.

Thank you!