Questions & Answers
HOPWA Request for Proposal
FY2014-2015

General Questions

1. Do you have fillable forms for the HOPWA RFP?
   Yes. Besides this, we also have a HOPWA project-based housing program checklist available for those applicants who will be putting together a proposal for this category. You can find that checklist at: http://www.miamigov.com/communitydevelopment/pages/rfq/

LTRA Program

2. Will you have the same amount of HOPWA funding available during the second year (15-16) potential renewal of contracts?
   Not necessarily. The amount of funding we have available for HOPWA activities hinges on the federal funding made available to us on any given year. We have to adjust our HOPWA program budgets based on that amount which we unfortunately, have no way of predicting.

3. Can our agency solely provide housing inspections services?
   No. Agencies that provide housing inspection services MUST also provide housing specialist services.

4. What are the LTRA zones?
   Please see map of these zones available at http://www.miamigov.com/communitydevelopment/pages/rfq/. We request that all agencies applying for LTRA funding indicate the LTRA zones their agency can serve based on its geographic location.

Project-Based Program

5. If the budget provided with an RFP for operation costs related to HOPWA project-based units goes above $3,500 per unit, will you consider funding over this amount?
   Yes. Even though $3,500 per year is presently the standard operating amount provided, we will consider funding a higher amount assuming this higher amount is reasonable, it is consistent with the program goals and objectives, and it is properly documented. In other words, the applicant must clearly demonstrate the reason behind requesting above the $3,500 and we need the proposal to specifically indicate what that reason is.

6. Will you consider funding new project-based buildings?
   Yes.

7. Do we have to submit separate applications under this RFP to renew the HOPWA funds for projects currently funded?
Yes.

8. Under the documents required, item 15 asks for copies of contracts and commitment letters from all funders who support the applicant’s operating budget. For our agency, this means hundreds of documents, could we submit our organization’s operating budget instead?

**STRMU Program**

9. What is the current service delivery cost of the Short term Rental Mortgage and Utility Assistance (STRMU) program?
   $60.00 per client case

10. Should the budget provided in the STRMU proposal be based on the agency’s costs versus the assistance amount provided to the client?
    Yes. The City of Miami will be making the payments directly on behalf of clients to Landlords, Mortgage companies, and/or Utility Companies.

11. Is there a particular place in the RFP to where the service cost needs to be included?
    The Service Delivery Cost is an important component of the RFP. As such the Department has created a form, “Short Term Rental Assistance Services Proposal Form (Required) FY2014-2015), which as the title states is **required** and must be placed as the second page on your proposal, following the CD1.1 Form.

12. Who is responsible for outreach to potential STRMU applicants?
    Ultimately, the agency with the winning proposal will be responsible for the outreach. However, the Department has created and distributed an STRMU flyer which it shares with the responsible agency, and the Department assists the agency by providing this information to all its partners in the Continuum of Care several times a year.

13. Will more than one STRMU agency be funded?
    No. Due to the limited resources of this program and because we want to be as cost effective as possible, we will only be funding one agency to provide STRMU services.

14. Regarding the STRMU program, will the service delivery cost be added as a required form or should it be just noted on the narrative?
    Please utilize the **REQUIRED** Service Delivery Cost Form. This form can be downloaded at: [http://www.miamigov.com/communitydevelopment/pages/rfq/](http://www.miamigov.com/communitydevelopment/pages/rfq/).