
November 8, 2023

Agenda Item 7.a.

BAHFA Rental Assistance Pilot Program

Subject:

Authorization for the Executive Director to negotiate and enter into a contract with the Napa County Department of Housing and Homeless Services for an amount not to exceed \$5 million to launch and administer the BAHFA Rental Assistance Pilot Program

Background:

The San Francisco Bay Area Regional Housing Finance Act (Gov. Code 64500, *et seq*) (the “Act”) authorizes BAHFA to provide rental assistance for low-income residents of the Bay Area as part of its central mandate to protect vulnerable residents from displacement and homelessness in the Bay Area. On May 24, 2023, the MTC adopted Resolution 4578 granting \$5 million to BAHFA to establish a new Rental Assistance Program to prevent homelessness. BAHFA then adopted Resolution 0030 on June 28, 2023, to authorize the use of these funds to create this Rental Assistance Pilot Program.

Summary of Procurement Process and Recommendation:

On August 15, 2023, BAHFA launched an open Request for Proposals (RFP) process to seek an eligible agency to finalize the program design and administer the Rental Assistance Pilot Program in one or more counties in the 9-county region. The RFP stated that any agency submitting a proposal must be a private nonprofit entity in good standing authorized to do business in California; or be a tribe or government agency. Five qualified proposals were submitted:

1. Bay Area Community Services Inc.
2. Catholic Charities CYO of the Archdiocese of San Francisco
3. Community Action Marin
4. Napa County Department of Housing and Homeless Services
5. Richmond Community Foundation

Based on a thorough review of all submissions and their ranking according to specific criteria on a 100-point scale, three agencies were short-listed for interviews:

1. Napa County Department of Housing and Homelessness Services
2. Bay Area Community Services Inc.
3. Community Action Marin

The Napa County Department of Housing and Homeless Services (Napa DHHS) demonstrated the strongest application and interview, bringing robust skills and deep experience across each required and optional qualification included in the Request for Proposals.

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Napa DHHS's proposed approach leverages relationships and experience from across the County by bringing together a consortium of community-based service providers, with the administration of the program led by the County. These providers have rich history reaching the most vulnerable residents of Napa County, including monolingual Spanish and indigenous language speakers, farmworkers, and seniors. As Napa County has faced numerous federally declared disasters in the past decade, the consortium also brings experience and documented processes for moving quickly to set up pilots and provide new services with little to no notice.

In addition to the skills and experience the consortium would bring, Napa DHHS would leverage \$1.6M in local funding sources to maximize the impact of the BAHFA contribution of \$5M, bringing the total project budget to \$6.6M. With these additional resources, Napa DHHS estimates serving 180-200 people each month, with an expected total of 250 unique households served over the 48-month program period.

Contract Summary

The Scope of Work for this contract includes six main tasks to be completed no later than June 2028:

1. Finalization of the Terms of the Program
2. Convening an Equity and Lived Experience Advisory Meeting
3. Outreach and Participant Recruitment
4. Administration of Rental Assistance Program
5. Research and Evaluation
6. Pilot Closing Plan

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Summary of Proposed Napa County DHHS Budget to Administer the BAHFA Rental Assistance Pilot	
Task 1: Finalize the Terms of the Program	\$133,852
Task 2: Convene an Equity and Lived Experience Advisory Meeting	\$92,618
Task 3: Outreach and Participant Recruitment	\$273,896
Task 4: Administration of Rental Assistance Program	\$5,870,761
Task 5: Research and Evaluation	\$78,451
Task 6: Pilot Closing Plan	\$164,341
GRAND TOTAL	\$6,613,918
Napa County Contribution:	\$1,614,902
BAHFA Contribution:	\$4,999,017

Issues:

None

Recommended Action:

The BAHFA Oversight Committee is requested to authorize the Executive Director to negotiate and enter into a contract with the Napa County Department of Housing and Homeless Services for an amount not to exceed \$5 million to launch and administer the BAHFA Rental Assistance Pilot Program.

Attachment:

- A. Presentation

Reviewed:



Andrew Fremier