



HHAP-5 RFP FAQ

- 1. If applying for multiple projects, do you submit one proposal with multiple budgets or separate proposals for each project?**

Answer: Either approach is acceptable. For multiple projects, you may find it easier to submit one proposal with separate budgets for each project.

- 2. Can we submit one budget and show separate columns for each project?**

Answer: Yes, as long as it is clear to the Evaluation Committee which budget accompanies each project and they are able to evaluate each project budget separately.

- 3. If applying for multiple projects, but not awarded all, and the budget was allocated across all projects, the budget may not be accurate. How do we communicate that in the budget?**

Answer: It is suggested that you insert a footnote stating the budget is allocated across multiple projects and may change if not approved for all projects. The Evaluation Committee will consider this when evaluating the proposal.

- 4. It is stated in the RFP that collaboration is encouraged. When thinking about providing a robust set of services, should we be seeking collaborative resources or focused on the specific HHAP funding?**

Answer: Please be clear in your proposal your plans for utilizing HHAP-5 funding and seeking collaborative resources.

- 5. Is there a character or word limit for the proposals?**

Answer: No, there is not a character or word limit. We highly encourage you to be as thorough as possible in your proposals.

- 6. Do HHAP-5 funds support a vehicle to drive people or someone's own personal vehicle?**

Answer: The HHAP-5 Notice of Funding Opportunity (NOFO) released by the State did not address 'eligible costs' for transportation but did define 'eligible uses' for each of the categories of coverage allowed under HHAP-5. On pages 7-13 of the [NOFO](#), the State describes the eligible uses for each category and provides examples.

Also consider Federal HUD guidelines on 'eligible expenses' for what is a permissible use of funding.

We will consider proposals that include transportation costs. We will reach out to the State for further guidance.

7. It is difficult to make reasonable projections of the number of people we can anticipate serving due to factors beyond our control. Are there any solid numbers in terms of how many people are expected to be served?

Answer: There are no solid numbers in terms of how many people are expected to be served. An estimate is acceptable. Additionally, you may view the 2023 Fresno-Madera Continuum of Care (FMCoC) Point-In-Time (PIT) Count County Executive Summary at <https://static1.squarespace.com/static/5cc7bc02e8ba44aa938ccd4f/t/64c08bea331c692482c94061/1690340330958/2023+PIT+Executive+Summary.pdf> and the breakdown of the PIT Count by jurisdiction at <https://fresnomaderahomeless.org/s/FMCoC-PIT-2023-by-Jurisdiction.xlsx>.

8. Is there a link to HHAP-5 eligible costs?

Answer: The HHAP-5 Notice of Funding Opportunity (NOFO) released by the State did not address 'eligible costs' but did define 'eligible uses' for each of the categories of coverage allowed under HHAP-5. On pages 7-13 of the [NOFO](#), the State describes the eligible uses for each category and provides examples.

Also consider Federal HUD guidelines on 'eligible expenses' for what is a permissible use of funding.

9. Is there a budget template included in the RFP packet?

Answer: No, there is no budget template included in the RFP packet. Applicants can use their own budget template.

10. Is the specified funding amount in the RFP allocated per year or distributed over the three-year project period?

Answer: The total funding amounts for each project is allocated across the three-year project period. All funds must be expended by the end of the contract period.

11. Are federally approved indirect cost rates allowable under HHAP-5?

Answer: The direction previously received from the State is to attempt to align indirect costs with the total allowable percentage of administrative expenses; however, the State does not regulate this between the Grantee and the service provider. We generally allow a 10% max with the exception of those with approved Federal Indirect Cost Rates that are higher. Documentation of the approved Federal Indirect Cost Rates will be required prior to contract execution.

12. What is the cap for indirect or administrative support?

Answer: Under HHAP-5, the County is limited to 7% administrative costs. As a result, applicants are also limited to 7% administrative costs. Indirect costs should be included in the project cost or the 7% administrative costs.