

COVID Relief RFP (Part 1): Housing Assistance and Eviction Prevention Summary

Purpose

The City recognizes that among many challenges facing our community, housing insecurity and the threat of eviction are impacting many households, particularly those with low and moderate incomes. Funds from this RFP will support community-directed responses to housing needs arising from the social and economic fallout from the pandemic.

Funds will support rent assistance, legal aid, counseling or mediation services, or other activities that will help prevent evictions or loss of housing stemming from the pandemic. Proposals will be measured by the extent to which they (1) are efficiently responsive to the goals, objectives, and requirements of the RFP and (2) prioritize services to City residents within [CDBG Targeted Areas](#).

Funding Available

This RFP will make available up to \$612,500, comprised of:

- COVID Relief Fund (\$362,500): Established by the City of Madison Common Council, these funds are dedicated to support community-based efforts to prevent evictions or provide other types of housing assistance to meet needs caused by COVID-19.
- CDBG-CV Funds (\$250,000): Awarded through the CARES Act, these dollars are available to support “emergency grant payments” allowed under federal CDBG guidelines, and able to cover expenses for up to six consecutive months, to providers of items or services that help meet basic needs such as food, clothing, housing, and utilities. This RFP will specifically support housing assistance and eviction prevention.

Target Population

This RFP will focus support to households with low and moderate incomes living in [CDBG targeted areas](#) that have been disproportionately impacted by COVID-19. In particular, funds will prioritize households that have been unable to access needed resources to prevent, prepare for, or respond to COVID-19. While not exhaustive, this list could include:

- Low- or moderate-income households in which children, school age or younger, reside
- Seniors
- African-American community members
- Southeast Asian community members
- Latinx community members
- Native American community members
- Individuals and/or households with physical or cognitive disabilities
- Immigrant community members
- Female-headed households
- Survivors of domestic violence or human trafficking

Eligible Applicants

These funds will be offered to qualified organizations that aid individuals and families through rent assistance, eviction prevention, legal aid, counseling or mediation, or other activities that will help prevent eviction or loss of housing stemming from the pandemic. The City seeks to specifically support qualified agencies with infrastructure in place to support residents living in CDBG Targeted Areas with housing assistance and eviction prevention. Additionally, priority will be given to organizations that are positioned to utilize funds rapidly, with infrastructure in place to identify households with the greatest needs, administer funds efficiently and maintain all necessary documentation. Preference will be given to organizations that demonstrate that they are already connected to residents in need of this support and have existing collaborations with key stakeholders.

Reporting Requirements:

- Determining that there is not duplication of benefits
- Verifying and tracking low and moderate income status of households
- Tracking the number of individuals served and demographics of those individuals
- Tracking and maintaining receipts of landlord and businesses where payments have been made for clients.
- Tracking the use of CDBG funds by the agency to minority- and women-owned business enterprises (MBE/WBE)
- Ensuring the agency is eligible to receive CDBG funds

Timeline

December 17, 2020

CSC reviews RFP guidelines and empowers Conference Committee to make recommendations to Common Council

Date - 2021	RFP Activity
January 7	CDBG Committee reviews RFP guidelines and empowers Conference Committee to make recommendations to Common Council
January 12	Release of RFP
January 26	DEADLINE FOR SUBMISSION OF PROPOSALS
February 1	Conference Committee – Discuss proposals, possible applicant presentations and make recommendations to Common Council
February 2	Common Council (Introduction by title only)
February 8	Finance Committee
February 23	Common Council (Final Action)
February 25	Notification of Wards
March 1	Earliest anticipated contract start date(s)