



**Seattle**  
Office of Housing

# Request for Qualifications

## Seattle Rescue Plan Affordable Housing Capacity Building and Services

SEPTEMBER 16, 2021

**Total funds available:** \$1 million

**Application Due Date:** October 7, 2021 at 12:00 PM

**City of Seattle**  
Jenny Durkan, Mayor

**Office of Housing**  
Emily Alvarado, Director

## Overview

The City of Seattle Office of Housing (OH), in partnership with the federal government, has created a one-time affordable housing services and capacity building fund for nonprofit providers of affordable housing (not including permanent supportive housing), who have faced numerous challenges related to the COVID-19 pandemic. The pandemic continues to impact nonprofit affordable housing providers through a combination of decreased fundraising revenue, decreased program income, increased expenses related to COVID-19 response and mitigation, and increased behavioral health and health care needs of tenants. These funds shall directly benefit these organizations, providing financial stability and additional services funding to benefit their tenants and employees.

These Coronavirus Local Fiscal Recovery Funds<sup>1</sup> (CLFR) are administered by the U.S. Department of Treasury and aim to meet pandemic response needs by providing relief for households and nonprofits facing near- and long-term negative economic impacts as the country recovers. The funds must be used to respond to the public health emergency and its negative economic impacts.

## Eligible Uses and Funding Availability

For the purposes of this RFQ, eligible uses include:

1. Supporting the public health response
  - a. Services to address behavioral healthcare needs exacerbated by the pandemic including mental health and substance use treatment, other behavioral health services, crisis intervention, and services or outreach to promote access to health and social services.
  - b. Services that facilitate access to resources to improve health outcomes, including services that connect residents with health care resources and public assistance programs, including housing services to support healthy living environments and neighborhoods conducive to mental and physical wellness.
2. Responding to negative economic impacts
  - a. Mitigating financial hardship such as declines in revenues directly attributed to COVID-19, by supporting payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs, and other operating costs.

Ineligible uses include payments to pension funds, reserves, or debt service.

### **Total funds available: \$1 million**

One-time grants of up to \$200,000 will be awarded to each selected organization. OH expects to fund between five and fifteen projects. There is no minimum amount of funding guaranteed, and awards will be made based on stated needs and equitable distribution of funds.

The federal funding source requires that all funds be spent by December 31, 2024, though it is preferred that funds are fully spent by December 31, 2022.

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<sup>1</sup> <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>

## Recipient Eligibility

Nonprofit (501c3) affordable housing providers operating in the City of Seattle are eligible to apply. Permanent supportive housing providers are not eligible under this RFQ and are eligible for a separate funding opportunity. Organizations must use funding to operate a program that aligns with the two eligible uses of CLFR funds described above.

This RFQ seeks affordable housing organizations that will utilize funds to maintain or improve housing stability outcomes for tenants and achieve equitable outcomes for tenants and staff.

Funds will be awarded to nonprofit affordable housing organizations that have an established track record of serving communities that:

1. Have been disproportionately impacted by COVID-19; and,
2. Have a disproportionate need for capacity and services support due to COVID-19.

Organizations awarded funds will adhere to Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200. Organizations will maintain appropriate records and cost documentation and will promptly submit copies of documentation upon request of federal and local officials.

All funds must be spent in accordance with applicable local, state, and federal program rules and regulations.

## Timeline

Proposals must be received by the Office of Housing, by October 7, 2021 by 12:00 PM.

Please email your application to Kelli Larsen: [Kelli.Larsen@seattle.gov](mailto:Kelli.Larsen@seattle.gov)

<b>Seattle Rescue Plan Affordable Housing Capacity Building and Services RFQ Timeline</b>	
Funding opportunity released	September 16, 2021
Question period	Ends October 7, 2021
Application deadline	October 7, 2021 by 12:00 PM
Notification (planned)	October 29, 2021
Estimated Contract Start Date	November 2021

## Information Session

Please join Office of Housing staff for this Webex information session, details below:

**September 23, 2021**

**2:00 PM to 3:00 PM**

**Join from the meeting link:**

<https://seattle.webex.com/seattle/j.php?MTID=m801b3b69b96d65e077ade3341ff6e127>

**Join by meeting number**

Meeting number (access code): 2486 378 1056

Meeting password: OHrocks

**Tap to join from a mobile device** (attendees only)

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