

Phase III Exit Strategy

Request for Proposal

Eligible Applicants

Participating RHISCO counties that successfully complete Implementation Phase II are eligible to submit a proposal in response to the Phase III Exit Strategy. Eligible counties include: Athens, Delaware, Fairfield, Fayette, Hocking, Jackson, Knox, Licking, Madison, Meigs, Morgan, Perry, Pickaway, Union and Washington. Eligible applicants include any non-profit or government agency that has demonstrated support from the county housing coalition or Continuum of Care, and is determined to be the most appropriate applicant given the proposed activities and strategies. **Each coalition may submit only ONE application for consideration.**

Collaboration among local and multi-county agencies is encouraged to improve the chances for program success, maximize resources and significantly impact the targeted population. For multi-county projects, one proposal may be submitted with an identified fiscal agent.

Available Funding

- Eligible participating coalitions may apply for up to \$50,000.
- In summary, available funding breakdown:
 - **Program: Direct Service**
 - Up to \$35,000
 - No more than 25% for personnel expenses (including staff, consultants, and staff and/or consultant subcontracts)
 - **Capacity: Provider and System**
 - At least \$15,000
 - No restrictions on personnel expenses
- Other allocation restrictions:
 - No support for indirect costs, including occupancy and utilities
 - No more than 10% for overhead and grant administration

Timeline

April 21, 2010	Grantee Convening & Request for Proposal Release
May 19, 2010	Draft Applications Due for Technical Assistance
June 1-8, 2010	Feedback Provided on Application
June 30, 2010	Online Applications Due to the Foundation
July 19-July 30, 2010	Follow up conference call and/or site visits, as needed
September 22, 2010	Funding award notification
October 1, 2010	Funding period begins

Submission Requirements

The on-line application is accessible only to eligible RHISCO counties. The Foundation's primary contact for each eligible county will receive an email containing a link to access the on-line application. On-line applications, and required attachments, must be submitted electronically no later than Wednesday, June 30, 2010. Please do not mail hard copies of the application or attachments. Please review the **On-line Access Instructions** and **Frequently Asked Questions** for guidance on how to access the Foundation's on-line application system.

Technical Assistance

Technical assistance will be provided by Laura Milazzo from the Voinovich School of Leadership and Public Affairs at Ohio University. Proposal drafts should be emailed, through the Foundation's on-line grantmaking system, no later than Wednesday, May 19, 2010. Feedback on each application will be provided via phone between June 1, 2010 and June 8, 2010.

Instruction on how to email the on-line application: Applications should be emailed, through the Foundation's on-line grantmaking system, by clicking on the E-mail Draft link at the top of the on-line application. A prompt screen will appear for you to complete. Please include Laura Milazzo's e-mail, milazzol@ohio.edu, in the recipient e-mail box. You have the option of sending an additional message and to copy yourself on the email.

Review Process

Proposals will be evaluated on their own merit in terms of satisfying criteria, and based upon successful progression in meeting/exceeding Phase II projected results. Each proposal will be considered in light of coalition support and commitment, project scope and sustainability, and measurable impact on the populations served. During the review process, agencies may receive site visits or conference calls from Foundation staff for additional information and/or clarification. Conference calls and/or site visits will occur between July 19, 2010 and July 30, 2010. The date and time of the conference call and/or site visit will be scheduled during the technical assistance call. In addition to staff review, the Foundation may utilize external reviewers to assist in the evaluation of proposals.

Funding Exclusions

Projects or programs that support or promote a specific view on religious issues; support or promote specific points of view on right-to-life and pro-choice issues; are designated to supplement or replace operating deficits; are normally the responsibility of a public or governmental organizations; support political candidates; provide for the acquisition of equipment or funding of services from which individuals or organizations will unreasonably benefit through fees-for-service or tuition payments; or require perpetual funding.

Foundation Required Attachments

The following documents are required as a part of the Foundation's application and should be uploaded through the Phase III on-line application. The last three documents have been created by the Foundation and should be downloaded to your computer, saved, completed and uploaded through the on-line system.

Attachments to be uploaded:

- IRS letter and signed W-9
- List of Board members for the Fiscal Agent
- Letter of Commitment from Board and Executive Director of the Fiscal Agent
- Most Recent Audited Financials for Fiscal Agent
- Current Fiscal Year Operating Budget for Fiscal Agent
- Memorandums of Agreement for any subcontractors or partners

Attachments to be downloaded, completed and uploaded:

- RHISCO Phase III Exit Strategy Budget
- RHISCO Phase III Exit Strategy Budget Narrative
- Major Funding Sources for Fiscal Agent

Technical Assistance

Laura Milazzo
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Foundation Assistance

Kerry Shaw
Program Officer
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