



Request for Qualifications: Diversion Flexible Financial Assistance Fund for Families

Building Changes & All Home request qualifications from non-profit organizations to administer a flexible financial assistance fund to providers engaging in Diversion conversations with families experiencing homelessness.

Context:

Building Changes awarded funding to King County to strengthen Diversion knowledge, approaches and access for all families experiencing homelessness in King County. Diversion is a Housing First, person-centered, strengths-based approach to help individuals identify the choices and solutions to end their experience of homelessness with limited interaction with the crisis response system.

Diversion, which aligns with King County's Continuum of Care values, has been shown to be an effective and efficient approach for resolving homelessness of some families and advances racial equity commitments made by the system. This unique approach engages families early in their homeless crisis. A staff member trained in the techniques of Diversion initiates an exploratory conversation to brainstorm practical solutions for families to resolve their homelessness quickly and safely. Staff helps the families see beyond their current crisis by encouraging them to generate creative ideas and identify realistic options for safe housing that are based on their own available resources rather than those of the homeless response system. The goal is for families to become housed right away, ideally within 30 days.

Project Goal:

To support Diversion as a critical pillar of the crisis response system, the flexible financial assistance fund will be available to all service providers conducting Diversion conversations that result in the need of financial assistance to be successfully connected to a safe and stable housing alternative for families with children.

Project Description:

Currently, Diversion conversations occur mostly within certain agencies that have been funded to do this through City of Seattle and United Way of King County and King County funded projects. These agencies have been the only programs that can access flexible funds for diversion which limits access for families who are not connected with an agency with Diversion funding. This project will provide flexibility funds to any agency who is formally trained and using the diversion approach with families. Access to the flexible fund will strengthen opportunities for more service providers to start Diversion conversations and use the resources needed to connect families to permanent housing outcomes.

System-wide guidelines related to eligibility, training, reporting and funding guidelines will be established by All Home.

Responsibility of Administrator:



The Administrator of the Flexible Fund will have capacity to disperse funds to providers engaging in diversion conversations regardless of agency affiliation. The administrator should demonstrate flexibility and urgency in cutting checks and be able to provide funds within one (1) business day.

Monthly financial report: the administrator will provide a monthly financial report to All Home and Building Changes describing the use of funds and any trends in funding requests. The Flexible Fund Administrator will be solely responsible for dispersing and tracking funds.

Request:

Building Changes seeks one agency to administer the Flexible Financial Assistance Fund from October 1, 2018 through June 30, 2020.

Budget:

\$250,000 total for flexible funds and project administration. Project administration should be capped at 15% of the total award.

Timeline:

- August 15, 2018: RFQ issued
- August 31, 2018: Qualifications due by 4pm via e-mail to zachary.dewolf@allhomekc.org
- September 7, 2018: Selection(s) made, and all applicants notified
- October 1, 2018: Contract begins

Qualifications:

Please submit the following for consideration (limit responses to 4 pages):

1. Agency ability to meet stated goal and related experience/expertise in administering flexible funds.
2. Reasons the agency is interested in being flexible fund administrator in this project.
3. How the agency will ensure allocated funds are tracked and used in accordance with the grant?
 - a. Examples of reporting and operational controls
4. Agency ability to provide monthly financial reports
5. Agency policies around credit card, petty cash, etc.

Relevant Reading:

- [Homeless to Housed in a Hurry: Extending the Use of Diversion to Help Families Exit Homelessness](#)

Questions? Contact zachary.dewolf@allhomekc.org