1. **Where is the full RFP for ESG 12 CARES located?**

The ESG 12 CARES RFP can be found by visiting ACAM’s website: <https://acamweb.org/funding-vendor-opportunities/>.

1. **Is this RFP similar to the ESG 12 Cares request that was made available in December 2020?**

Alliance of Community Assistance Ministries, Inc (“ACAM”) seeks additional qualified contractor(s) for ESG 12 CARES.

1. **If we have already received ESG CARES (2) HP funding, are we allowed to submit a proposal for ACAM’s ESG 12 CARES RFP?**

Your organization may apply if you have already received CARES (2) funding. If you currently have a contract with ACAM ESG 12 CARES, please contact ACAM to see if you may qualify for an amendment to your contract.

1. **What is the max amount of money for this contract?**

The estimated available is approximately $300,000.

1. **Are the target numbers 36 households or 36 individuals (approximately 12 Households)?**

The target is to serve a minimum of 36 people at imminent risk of homelessness (please see page 3 of RFP). Household size might vary based on the average size of households your organization serve.

1. **What are the categories in the budget?**

Please see Budget Summary Section H in the RFP on page 7 & 8 and below.

1. BUDGET SUMMARY

Complete the budget table below and provide a budget narrative. (See 24 CFR 576.103, 576.105, and 576.106 and 576.107 for category definitions). Vendors are encouraged to estimate household size, unit size, and deploy the current Fair Market Rent amounts for the Houston-The Woodlands-Sugar Land MSA. ESG allows for a maximum one-time payment of rental arrears not to exceed 6 months. The average length of stay for ACAM’s homelessness prevention program is approximately 3 months.

|  |  |
| --- | --- |
| Budget Categories | Amount |
| 1. Financial Assistance (\*does not include current rental assistance payments) |  |
| 1. Housing Services (Housing Search & Placement and Housing Stability Case Management) |  |
| 1. Tenant-based rental assistance |  |
| 1. Homeless Management Information Systems related costs |  |
| 1. Total |  |
| 1. Number of People to be served |  |
| 1. Average cost per person (E/F) |  |
| 1. Estimated households to be served |  |
| 1. Average cost per household (E/H) |  |

1. **Which line item will contain the Case Manager’s salary in the Budget template?**

Housing Stability Case Management can be found in the budget under B) Housing Services in the budget summary in section H in the RFP (pg.7). Please see the link for the Eligible Usage on page 14 of the ACAM HP Business Rules.

1. **For Financial Assistance budget line item, can staff salaries be included, as well as the usual arrears, deposits, fees, utilities?**

Please see the link for the eligible usage for Financial Assistance on page 14 of the ACAM HP Business Rules.

1. **Can we add a line item for salaries?**

Please complete the Budget Table in Section H of the RFP. Please see the link for the ESG Eligible Usage on page 14 of the ACAM HP Business Rules. Detailed descriptions of the proposed expenditures may be included in the budget narrative.

1. **What is the total number of additional vendors ACAM is looking for with ESG 12 CARES RFP?**

Alliance of Community Assistance Ministries, Inc. seeks vendor(s) to provide homelessness prevention services to families at imminent risk of homelessness.

1. **For The subpopulations listed on page 4 on the RFP, are those the only populations we can serve?**

Special population is counted per person and not per household. Those classified in one or more subpopulations are not the only people who can be served.

1. **For 90-day working capital you have listed bank statements. Can we use an open line of credit letter from the bank?**

You may submit an open line of credit letter from the bank in addition to bank statements.