

# RFP Questions & Answers

Last updated Monday, July 29, 2019

Date	Question	Answer
07/11/2019	Will \$10,000 be the cap for projects in Interstate?	No. The <i>average</i> amount per household should be \$10,000. However, any projects over \$15,000 will require written approval from the PHB Contract Manager and will still require total contract output goals to be met.
07/11/2019	Will the total grant amount be for Direct Services, or will a portion of that funding be for personnel/administration?	Technically, the budget does not have to include an administrative fee, however the proposal must include information on how the administrative functions will be funded. For example, the \$160,000 Interstate TIF could be added into an existing home repair program with administrative functions funded by an existing contract with PHB TIF funds, or by the organization's general fund. However, it must be clearly shown in the budget and stated in the budget narrative how the time spend performing administrative tasks will be paid for, as there will be no additional funding provided on top of the award amount for admin fees.
07/22/2019	Are there restrictions on combining funds for larger need projects?  Can two organizations put money into one project?  What about PHB Home Repair Loans?	Organizations are encouraged to leverage additional resources to the fullest extent possible to address the needs of the home, however PHB funds cannot exceed the per household maximum stated in the RFP.  Homeowners that have previously accessed the PHB Home Repair loan may be eligible for the Home Repair Grants.
07/22/2019	If an organization is only applying for a portion of the funding from one source (e.g. \$80,000 of the \$160,000 available in Interstate) how will the goals translate?	Applicants may apply for a portion of the funding and output goals will be adjusted proportionately according to the award amount.  For example, an organization awarded 50% of the funding, would be expected to service 50% of the households for the total funding in that area.
07/22/2019	What is Service Point?	Service Point is an online data management system that PHB uses for all reporting and data tracking. Technical assistance is available.

07/22/2019	For the requirement, "85% of all households served shall be under 50% AMI, and no more than 15% of households may have incomes between 50% and 80% AMI" is that for the entire \$360,000?	That requirement is <i>per award</i> . Each contract awarded will have that requirement for the funds awarded to the organization(s).
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