

**Allegheny County
Department of Human Services
Request for Proposals Q&A**

RFP for Continuum of Care (CoC) Transitional Housing for Individuals and Families
Experiencing Homelessness

November 25, 2025

- 1. The County RFP lists \$8,522,796 in CoC Bonus Funding but doesn't indicate how many partner projects they might entertain or any minimum/maximum funding levels. Is that information available, and if so, could you please share it?**

DHS has not established a minimum/maximum funding level for individual bonus project(s). Proposers should provide a budget reflective of the size and cost of their proposed TH Program(s). All proposed costs will be reviewed for reasonableness, and any final budget and contract terms will be negotiated with the Successful Proposer(s).

The number of bonus projects to be proposed to HUD will depend upon the quality and fit of the Proposals received and the total amount of funding available. There is no guarantee that HUD will award any new project(s) to DHS.

December 4, 2025

- 2. Are TH project participants required to participate in 40 hours/week of supportive services? Can this requirement be adjusted for participants who work or attend school?**

HUD is interested in projects that demonstrate they have the structure, experience, and partnerships for program participants to engage in 40 hours per week of supportive service activities that facilitate participants' long-term stability and independence. Activities should be adaptable to each participant and inclusive of the full range of services and support that can help each participant, including case management, employment support (e.g., training, resume development, job searching and preparation, etc.), and behavioral health support (e.g., treatment, interventions, peer connections, group meetings, etc.). Per the NOFO, the 40 hours per week may be reduced proportionately for participants who are employed. The 40 hours per week does not apply to participants over age 62 or who have a physical disability/impairment or a developmental disability (24 CFR 582.5) not including substance use disorder. HUD does not explicitly state school/education as a factor to adjust the 40 hours per week; however, we would consider attending school and the hours needed towards a participant's education to be reasonable activities to account towards the structure of 40 hours per week of supportive services.

3. Can you clarify what Proposers need to attach for the supportive service agreement? Are you looking for the entire lease/occupancy agreement vs. a supportive services clause? Is a draft version acceptable?

A standard template for the supportive service agreement does not exist. HUD NOFO indicates the supportive service agreement can be in different forms (e.g., part of a larger document that includes lease/occupancy information or a stand-alone document). Proposers should attach documentation reflective of the expectation that program participants will engage in supportive services.

December 8, 2025

4. Can you provide more specifics on the requirement for 40 hours of programming a week and how it should be documented?

HUD is interested in projects that demonstrate they have the structure, experience, and partnerships for program participants to participate in 40 hours per week of supportive service activities that facilitate participants' long-term stability and independence. Activities should be adaptable to each participant. Supportive services can be provided by the Proposer, or by a partnering agency. Eligible supportive services are inclusive of the full range of services and support that can help each participant, including case management, employment support (e.g., training, resume development, job searching and preparation, etc.), and behavioral health support (e.g., treatment, interventions, peer connections, group meetings, etc.). Per the NOFO, the 40 hours per week may be reduced proportionately for participants who are employed. The 40 hours per week does not apply to participants over age 62 or who have a physical disability/impairment or a developmental disability (24 CFR 582.5) not including substance use disorder. The Successful Proposer(s) must demonstrate that the proposed TH Program(s) will provide the structure to support 40 hours per week of customized services and include details on the array of supportive services available to program participants.

5. In the RFP's description, the average cost per household in CoC programs was \$19k per household. Was this considering families with larger bedroom sizes and significantly larger costs to house?

The current average cost per household was provided as a reference and should not be used to dictate a per household cost maximum. Proposers should use the provided budget template to provide a one-year line-item budget for the TH Program(s) proposed and a budget narrative that clearly describes all assumptions and costs associated with their proposed TH Program(s). Rental costs must be based on the Pittsburgh Metro Area Fair Market Rent (FMR). The provided budget templet includes the FMR levels that must be used. Eligible costs for Support Services are outlined [here](#). All proposed costs will be

reviewed for reasonableness, and any final budget and contract terms will be negotiated with the Successful Proposer(s).

- 6. On page 9 of the RFP, under the section "Leverage Housing Resources," it states, "A Program will meet the housing resource leveraging threshold if it utilizes housing subsidies or subsidized housing units not funded through HUD's CoC or ESG programs for 25% of the Program Participants." We are considering using funding from a grant from an organization to assist us with covering the costs of 25% of the participants' housing, as we are unable to pay that ourselves at this time. However, the organization will not be able to provide a letter of intent by the submission deadline.**

Is there a way we can address that in the RFP and show that we plan on utilizing those funds in that way without having the actual letter of intent by the submission deadline? Additionally, are we able to consider client portions of rent that they are responsible for paying in the above-mentioned 25%? If yes, would we, as an agency, be required to cover the client's portion of the rent in the event that they do not pay it?

Proposers currently unable to leverage housing or healthcare resources are still encouraged to apply but should be open to collaborating to meet this requirement. DHS is willing to help develop this leverage with a partner who has an otherwise strong Proposal. Client contributions to rent would not count towards Housing or Healthcare Leveraging.

- 7. On page 8, under the section "Supportive Services," it states, "Successful Proposer(s) must be able to demonstrate that the proposed TH Program(s) will provide the structure to support 40 hours per week of customized services for each Participant, inclusive of the range of supportive services necessary to support the Participant in obtaining and maintaining housing, including, for example, case management, employment training, and substance use treatment."**

For clarification, does this mean that each participant is required to receive 40 hours of service each week for the duration of their time in the program? Or does this mean that we need to have the ability to provide 40 hours of service each week, even if the client does not participate in 40 hours per week?

Proposers must demonstrate their ability to provide (directly or through referrals and partnerships) 40 hours of supportive services to program participants each week, including providing a service plan for each program participant and work with each program participant to meet those goals.