



COUNTY OF SONOMA

ADDENDUM NO. 01
SUBJECT: Addendum Number 01 to NOFA DHS No. 25-007
NOFA for Measure O: Behavioral Health and Homelessness Pathways to Sustainability
DATE: 09/03/2025

This addendum is issued to furnish information that is supplemental to, will clarify, or modify the above-referenced solicitation.

SUPPLEMENTAL INFORMATION:

The following are the questions and their answers for this NOFA:

Question 1: For clarification: can the City submit multiple applications... or should all requests be bundled into a single application as you mentioned?

Answer 1: Organizations may submit multiple applications.

Question 2: I also assume that [a partner agency] will be applying separately for [a project] but I have not yet spoken with them on that item. Would it be more appropriate for them to submit their own application with a letter of support from the City or can these NOFA applications be joint applications?

Answer 2: If it is the same project, please have only one entity apply. Page 3 of the Application (Form 2) provides space to describe a partnership or joint venture.

Question 3: Please provide a definition of “community-based organizations (CBOs).”

Answer 3: A public or private organization (including a church or religious entity) that is representative of a community or a significant segment of a community, and are engaged in meeting human, educational, environmental, or public safety community needs.

Question 4: Please confirm whether for-profit entities are eligible to apply for this funding.

Answer 4: Yes, for-profit entities are eligible to apply for funding.

Question 5: I would like to confirm that an organization is eligible to apply if it provides services under **Category 3 (a) – Mental Health Services for Children and Youth** (prevention, early intervention, and case management) **only**, without offering Category 3(b) or 3(c) services; in other words, does the org need to provide **all three services** (a,b & c) under Category 3 to apply?

Answer 5: No, you do not have to offer all three services to be eligible to apply.

Question 6: To clarify, under “Minimum Qualifications (c.) Proposers have an existing operational project or a project in the development process.”

Can the project in the “development process” be a permanent supportive housing site that is under construction and planning to open in the Spring of 2026? We would be applying for first year operations costs.

Answer 6: Yes, this is eligible.

Question 7: What is the source of funding for this program? Is it federal funding?

Answer 7: Measure O is a local sales tax revenue measure. The Department of Health Services (DHS) reserves the right to supplement awarded contracts with additional eligible funding sources that align with Measure O eligibility criteria. These supplemental funds, if applied, may be subject to their own restrictions and guidelines. Contractors would be responsible for complying with all restrictions and guidelines associated with all additional funding sources.

Question 8: Both Proposal Form 2 and Proposal Form 3 ask for a budget narrative. Do we need to complete both?

Answer 8: Yes, please complete the section in both forms. They can be the same (e.g. Fill out the budget narrative in the Application (Proposal Form 2) and then paste into Proposal Form 3.)

Question 9: How do we account for 3 years of programming in the budget form and any cost escalations that may occur from year to year? For example, do we budget 3 years of staff salary at 25% of time for a total of 75% time? Should itemized program material costs be bulked into 3 years of materials?

Answer 9: Please submit a budget for each fiscal year for which you are applying.

Question 10: Proposal Form 3, Indirect Detail sheet identifies the current federal di minimis rate as being 10%. This rate increased to 15% in October 2024. We use the federal di minimis rate. Should we just indicate this in the place designated for the contractor to add detail about its rate?

Answer 10: Correct. Federal di minimis rate was increased to 15% in October 2024. Proposal Form 3 has been updated to reflect this change.

Question 11: Regarding budgeting for travel costs, are we using federal guidelines, or state or county?

Answer 11: Travel costs can be considered indirect costs.

Question 12: In Proposal Form 2, Identification of Subcontractors, how should the proposer estimate what percentage of the overall scope of work the subcontractor will perform? Would the best method be to divide the total amount paid to the subcontractor by the overall budget amount?

Answer 12: This is at the proposer's discretion. The proposal should clearly identify the items in the scope of work the subcontractor will perform and estimate what percentage of the overall scope of work that subcontractor will perform.

Question 13: Can the additional point for a letter of support come from a letter provided by a tribal government official or agency?

Answer 13: Yes, Tribes are considered sovereign nations.

Question 14: On page 13 of 27 of the RFP, Section III Project Planning and Design, it is suggested that we back up our plan with a financial report. Is an organizational financial report an allowable attachment? This section also reference use of a logic model. Is this an allowable attachment?

Answer 14: A financial report is an acceptable attachment but a logic model should be included in the narrative.

Question 15: The RFP states Proposal Form 4: Past Performance Questionnaire should be completed by those entities for which your organization delivered comparable services (requesting from a County department is acceptable). In our previous experience, government grantors are usually not able to provide references for previous grantees. Is it acceptable to have a program partner, technical assistance organization, or evaluator fill out a questionnaire?

Answer 15: It is acceptable to ask a program partner, technical assistance organization, or program evaluator to complete the Questionnaire.

DHS staff can be asked to complete the Questionnaire. It is not acceptable for any individual involved in the development of the NOFA or evaluation of proposals to complete the Questionnaire. Conflicts of interest will be determined on a case-by-case basis.

Question 16: Do local governments applying to this NOFA need an authorizing resolution from their City Council to apply – I did not see a requirement—but want to make sure. Scheduling a Council meeting prior to the submission date –for some cities with 2 meetings a month – would be difficult.

Answer 16: No resolution is required by the County.

Question 17: If we are an existing outpatient program that provides case management services, would establishing an MOU with a small-scale housing provider to house several of our existing clients that do not qualify for housing at existing housing sources, and staffing it 24/7, fall under the "existing project" requirement?

Answer 17: No. This would not be considered an existing project because the MOU has not been previously established.

Question 18: In terms of the Supportive Housing Pool, does the County have any facilities available for an existing outpatient program to acquire and offer transitional housing to existing clients? If so, would this fall under the purview of this NOFA?

Answer 18: No facilities are available.

Question 19: May the Measure O funds be used to support the expansion of existing adult outpatient behavioral health services that are not specific to housing?

Answer 19: Expansion of existing services is eligible (outpatient Substance Use Disorder services for example do not need to be tied to housing); however, maintaining *existing* programs will be prioritized as part of the award process.

Question 20: May Measure O funds be used to add an Outreach and Engagement component to existing outpatient behavioral health services in order to get more individuals engaged in outpatient services, including linkage with housing services?

Answer 20: No. Outreach and engagement alone do not qualify under the Measure O program areas as defined by the ordinance and outlined in the NOFA and must be a component of a treatment program.

Question 21: Please clarify the total funding. Is the total funding \$1M annually per project for three years, or \$1M total per project across three years?

Answer 21: Applicants are encouraged to request funding in an amount they deem appropriate for their proposed project. However, the objective of this Notice of Funding Availability (NOFA) is to award up to **\$1,000,000 per project**, which may be expended over a period of up to three (3) years per each contract's period of performance.

The Department of Health Services (DHS) reserves the right to supplement awarded contracts with **additional eligible funding sources** that align with **Measure O eligibility criteria**. These supplemental funds, if applied, may be subject to their own **restrictions and guidelines**. If a project is expected to continue beyond the initial three-year period, applicants must describe how the project will be sustained after the funding period ends.

Question 22: In terms of leveraged commitment, are Fee-For-Service (FFS) funds considered leveraged funds?

Answer 22: No. Leveraged funds need to be specified as a commitment of a pre-specified amount.

Question 23: Does the Sonoma County Continuum of Care's Homeless Management Information System (HMIS) require user fees?

Answer 23: Yes, the HMIS system requires user fees that are based on a formula set by the HMIS Committee under the purview of the Continuum of Care Board.

Question 24: Please confirm that under Category 3 (Mental Health and Substance Use Disorder Outpatient Services), project a. (Mental Health Services for Children and Youth) is the only one

specific to children and youth and projects b. (Services to support Residential Care Facilities, Permanent Supportive Housing, and other Housing) and c. (Substance Use Disorder Services Expansion) apply to adults.

Answer 24: 3a is limited to children and youth (including Transitional Age Youth), 3b would apply only to adults and Transitional Age Youth, and 3c would apply to children and adults.

Question 25: Is an existing interim housing project an eligible use? If so, which Measure O expenditure category would this fall under?

Answer 25: Yes. This would be under the Supportive Housing Pool (Measure O Category 5 - Transitional & Permanent Supportive Housing).

Question 26: Can an agency that focuses on housing apply for a grant if they do not have a behavioral health component? Would they need to partner with a behavioral health component?

Answer 26: It would depend on what services are already being provided. Measure O cannot fund a project that strictly offers shelter beds. Wraparound services would need to be included in order for the project to qualify for Measure O funding, and it does need to be an existing project.

Question 27: Does having a current contract with the County Health Department fit the requirement for an "Existing Program"?

Answer 27: Yes, that would be an existing program.

Question 28: Is RRH an eligible project?

Answer 28: Yes – Rapid Rehousing falls under permanent housing.

Question 29: Will our past performances on grants from the County be taken into consideration?

Answer 29: Yes, if a Past Performance Questionnaire (Proposal Form 4) for the project is submitted.

The County reserves the right to independently solicit past performance information from any source deemed to be in the best interest of the County and utilize the information in the evaluation process to determine proposer's ability to successfully perform the services required and to determine past adherence to contractual obligations.

Question 30: When you look at the budget, what type of questions will you be asking yourselves?

Answer 30: Please review the criteria descriptions, budget narrative in Section VI, which is on page 14 of the NOFA. It provides information on what should be considered for inclusion in the budget narrative. Also review the specific criteria that the Community Advisory Panel will be using to evaluate that answer.

Question 31: How does/doesn't local preference apply to a City applying for funding for a project within the City?

Answer 31: A Local Service Provider is defined as a business or consultant who has a valid physical address located within Sonoma County from which the supplier or consultant operates or performs business on a day-to-day-basis, and holds a valid business license if required by a city within the jurisdiction of Sonoma County. Please review the County's Local Preference Policy at <http://sonomacounty.gov/General-Services/Purchasing/Doing-Business-with-the-County/Local-Preference-Policy-for-Services/>. Proposal Form 7 – Declaration of Local Business for Services should be completed by the proposing agency.

Question 32: Can you confirm that the leveraged funds preference is just to give context about the support available for the project, and will not be subject to financial reporting of match?

Answer 32: Leverage is not subject to ongoing financial reporting. As stated in the NOFA, the amount and source of leveraged funds and the type of secured funds should be specified.

Question 33: If you are invited to collaborate with another program who has an existing program, though it is outside of your own current services offered, is this acceptable?

Answer 33: Yes. As long as the program itself qualifies under Measure O, you can certainly partner with another existing program.

Question 34: Do we need to have a current contract with the County for our existing program to be considered an existing program?

Answer 34: You do not. You can have an existing project that is not associated with the County of Sonoma, however, having the County of Sonoma previously invest in the submitted project and/or the project is in a partnership with the county of Sonoma would provide additional priority points.

Question 35: Can eligible activities that took place prior to the NOFA or during the NOFA application process be covered under this funding?

Answer 35: Yes, eligible activities that occurred prior to the NOFA release or during the NOFA application process may be covered under this funding, provided they fall within the Department's established period of performance beginning or after July 1, 2025. Therefore, any eligible costs incurred on or after that date may be reimbursable, subject to final approval and alignment with program and funding requirements.

The County will ensure that all proposed activities and associated costs meet the eligibility criteria and fall within the allowable period of performance as defined by the Department.

Question 36: If we are losing funding in July 2026 does that fit under criteria of losing funding in 2025-2026?

Answer 36: Yes, to qualify for additional points the loss must occur by the end of Fiscal Year 25-26. The lost funding source should be identified in the application.

Question 37: When will contracts begin?

Answer 37: Contracts will be awarded in the normal course of business with planned start dates no later than July 1, 2026.

Question 38: Are awardees responsible for providing referrals to services if providing mental health services for youth? Or will the county be providing some referrals, as well?

Answer 38: This would be project-dependent, however projects should not rely on county referrals.

Question 39: If awards are anticipated in November/December, are you expecting contract periods to start July 1st?

Answer 39: See Answer #37.

Question 40: Re: RRH falling under Permanent Housing. For the purpose of the NOFA, do you mean "Permanent Supportive Housing"? I don't see Permanent Housing as a program area

Answer 40: Rapid rehousing, permanent housing, and permanent supportive housing all fall under the Supportive Housing Pool category. (Measure O Category 5)

Question 41: What is the total amount of funding that will be awarded (all contracts)?

Answer 41: There is up to \$10 million of Measure O funding available for this NOFA. DHS reserves the right to add additional eligible funding sources, which align with Measure O eligibility, to support contracts resulting from this NOFA which may have their own restrictions and guidelines.

Question 42: Hey! Through this funding opportunity can we only support homeless population or other population too? Also, do all need to be Medi-Cal beneficiaries or can we accept other insurance too?

Answer 42: This NOFA is intended to support projects that fall within the Measure O expenditure plan which is not solely focused on homelessness. The priorities outlined in the NOFA reflect the community's concerns about losing funds and important projects that are already supported or established with the intent of preserving those investments. While homelessness is a key part of Measure O, Measure O serves the entire community countywide. This funding is intended to benefit everyone and is not limited to Medi-Cal recipients.

Question 43: The NOFA references Interim Housing as Transitional Housing and both Transitional Housing and PSH are both described differently than what we typically see. Will the CAP understand this?

Answer 43: DHS staff with expertise in homelessness will review projects for eligibility prior to the Community Advisory Panel's evaluation and provide guidance to them on any questions related to project eligibility throughout the scoring process.

Question 44: "Additional points will be awarded to applications that provide a letter of support from a government official or agency in the project area." Can this be in addition to the 3 required references on form 4?

Answer 44: The letter of support would be in addition to the 3 Past Performance Questionnaires.

Question 45: Should a City applying submit a letter of support for the project from a City Council Member and/or City Manager?

Answer 45: A letter of support from a government official or a government agency provides additional priority points to your score. It does not necessarily have to be a city council member or city manager. It can be, as we define in the NOFA, from a government official or a government agency within the jurisdiction of the project, where the project resides.

Question 46: Is this funding only available for homelessness or are behavioral health/mental health projects able to be funded?

Answer 46: See Answer #42.

Question 47: Does it have to be combined housing and mental health? Or can it be standalone mental health/behavioral health?

Answer 47: It does not have to be combined housing and mental health. It only needs to be eligible under the Measure O Expenditure Plan categories.

Question 48: In the past, County staff were not able to provide past performance recommendations. That seems to be okay for this, am I correct?

Answer 48: The Past Performance Questionnaire is an assessment of past performance and is not considered a recommendation. County staff cannot provide recommendations.

County staff who oversee contracts may fill out the Past Performance Questionnaire as an evaluation of past performance. It is not acceptable for any individual involved in the development of the NOFA or evaluation of proposals to complete the Questionnaire. Conflicts of interest will be determined on a case-by-case basis.

Question 49: What is the total funding available through this NOFA?

Answer 49: See Answer #41.

Question 50: The services that we provide are fair housing counseling, pre-purchase counseling, and foreclosure prevention services for people protected by state and federal fair housing laws. Would that qualify?

Answer 50: The listed services do not qualify as they do not directly provide housing as specified in Measure O expenditure categories.

Question 51: Would a project that is existing behavior health ACT team that lost transitional housing opportunities and wants to propose a project to secure TH beds qualify? Additionally,

could the project propose to serve additional clients with this funding, or would it need to serve the existing ACT clients only?

Answer 51: The project must fit the definition of “existing program” (see page 5 of the NOFA). A project may serve new clients.

Question 52: How do you get on a review committee?

Answer 52: The Community Advisory Panel Interest Form can be found on the DHS website at: <https://sonomacounty.gov/health-and-human-services/health-services/divisions/administration/contracts-and-board-item-development-unit>

Question 53: You mentioned budgets for each year of the program. Does this mean a separate budget form should be filled out each year, for example for a project with a three-year timeline needs 3 forms?

Answer 53: Yes, that is recommended.

Question 54: Under the Care Coordination program area-- I have two questions (1) the NOFA language mentions "individuals who have been homeless" does that mean providing case management for individuals currently experiencing homelessness is an ineligible? (2) Do those case management services need to be aimed at placing clients in permanent supportive housing specifically or is placement in general permanent housing permitted?

Answer 54: Providing case management for individuals currently experiencing homelessness is eligible. For example, these could be individuals in shelter or individuals being placed into rapid rehousing, permanent housing, or permanent supportive housing.

Question 55: If we have an existing program and want to apply for funding for a new program to enhance services is that permissible?

Answer 55: No, only existing projects are eligible. Existing Project is defined as: One that was operating or in the development process before the release of this NOFA.

Question 56: Are collaborations encouraged with CBO's?

Answer 56: Collaboration is always appreciated; however, no additional points will be added for project collaborations.

Question 57: Please confirm that the project allocation of \$1,000,000 is for three years or \$333,333 annually.

Answer 57: See Answer #21.

Question 58: If an existing program has a current contract with DHS, would awarding of Measure O funding add funds to the existing contract max, or reduce the amount of the DHS funding and supplant with Measure O?

Answer 58: A contract resulting from this NOFA would be its own self-sustained contract and would not count toward the contract maximum of another contract. As a county, we try to avoid supplanting funding whenever possible. We understand that some projects already have

contracts with the homelessness team, but this new contract would not reduce or change the existing one. Your current contract is set and won't be affected or have its funding cut if you're awarded this new contract.

When the Continuum of Care (CoC) awards funds the following year, they may review contracts and consider whether funding came from another source. But rest assured, this new contract will not impact current contracts at all.

Question 59: If City is applying for a project with an identified consultant/contractor that qualifies for local preference can the form be completed for the consultant/contractor (rather than the City as the proposer) to get the additional points for local preference?

Answer 59: Proposal Form 7 – Declaration of Local Business for Services should be completed by the proposing agency.

Question 60: If we ask for what we want and think we need, but it is deemed too expensive given the amount of money available, will there be an opportunity to send a trimmed down proposal?

Answer 60: DHS may fund all or part of a proposal. If a partial award is recommended, DHS will confer with the proposer to determine whether they can proceed with a reduced budget. Additionally, adjustments can also occur during contract negotiations; if additional funds become available, we may allocate them to further support a project.

Question 61: Can a program be expanded based on extreme need?

Answer 61: See answer #19.

Question 62: Why is the contract so far out? Some projects are going to be hard pressed to wait until next July for money when they were supposed to have it starting July 2025.

Answer 62: See Answer #35.

Question 63: The definition for Homekey does not match the NOFA for interim housing.

Answer 63: The Measure O ordinance was written separate from HomeKey. Descriptions for services do differ with Measure O being more general and HomeKey having very strict, specific rules such as the 15-year covenant.

Question 64: If anticipated contract periods will be July 2026-June 2029, can a project with current Measure O funding expiring in June 2028 apply for continued funding that would begin July 2028?

Answer 64: Yes. However, projects losing funding in the coming year will be prioritized as part of the award process.

Question 65: Can a CBO submit TWO different proposals?

Answer 65: Yes. Proposals should be one project per proposal. If a CBO has multiple Measure O eligible projects, they can submit multiple proposals.

Question 66: Which County division/department will be responsible for monitoring these projects?

Answer 66: Contracts will be with the Department of Health Services. The division will depend on the project's services.

Question 67: How is a "project" defined? If we are looking to get funding under multiple categories, would that automatically be 2 projects? Or not necessarily?

Answer 67: A project would be a cohesive program where everything is integrated. A project can qualify under more than one Measure O category, so they would not automatically be considered multiple projects.

Question 68: Is there an ideal maximum number of recommendation letters?

Answer 68: One (1) letter of support for the project from a government official or a government agency within whose jurisdiction the project resides is sufficient to attain the additional priority points. Additionally, three (3) Past Performance Questionnaires are required.

Question 69: Is there a limit to the number of letters of support that may be submitted? May we submit letters from partners in addition to the letters from the government agency?

Answer 69: Only one letter of support from a government official or a government agency within whose jurisdiction the project resides is necessary to receive additional points. Extra letters will not qualify for additional points. Letters of support from partners do not qualify for additional points and should not be submitted.

Question 70: If an existing program is not aware of risk for or actual loss of funding at this time, would it be considered for an award or does this NOFA prioritize projects with confirmed loss of funding?

Answer 70: A confirmed loss of funding is not required to qualify for funding. See also Answer #36.

Question 71: What performance/regulatory standards would an awarded interim project need to comply with? Apart from the performance metrics articulated by the applicant per Part II, Section IV of the NOFA.

Answer 71: Standards would be consistent with the typical interim housing emergency shelter standards that the DHS Ending Homelessness team administers.

Question 72: Re definition of eligible project being one that is existing or already in development at time of NOFA –are expenses related to facility renovation/furnishing eligible expenses if related to relocation and expansion of services if this relocation/expansion project was already underway/in development prior to NOFA publication? Are program operating expenses of the relocated/expanded program eligible (would be Category 3 or 4 – possibly Category 5 if services are eligible vs only direct housing costs in Category 5.)

Answer 72: Both would be eligible as they would be considered part of an existing project. While expansion of existing services is eligible, DHS will prioritize maintaining existing programs as part of the award process.

Question 73: Is this strictly County funding, federal funding or a mixture of the two?

Answer 73: See answer #7.

Question 74: Which is the correct category for outreach to homeless, addicted, and/or mentally ill people.

Answer 74: Category 4(a) Behavioral Health Services for individuals who are homeless.

Question 75: If we have an existing Measure O project, can this NOFA cover an expansion of that project?

Answer 75: See answer #19.

Question 76: Can the annual funding be utilized to provide new programming, Category 3, B, within an established Sonoma County Behavioral Health residential contract?

Answer 76: See Answer #19.

Question 77: How can we make the case that eligible activities in 2025 can be reimbursed. Cities that were under the Operational Funding Agreement passed by Board resolution are going to eat a year of funding -- can the other sources put into this do that? For some Cities we can't provide funding the entire 2025 year? I think what's difficult here is that the 2025 for HomeKey projects that were under the operational funding for HomeKey that the board passed by resolution, if this contract starts in 2026, there's an entire year of gap funding for us. For many of us, we can't operate a shelter like that. I think that there needs to be a case made that past expenditures can fall under this, or we're going to be not in a really good position. And I know that we got pushed to this NOFA outside of what we already agreed to, so it's a little bit difficult. I just want to know how to make that case.

Answer 77: See Answer #35.

Question 78: So if we have a contract for RRH (Rapid Rehousing) with the county currently with a term ending 6/30/26, is it a correct understanding that that project would be eligible as an existing project that will lose funding?

Answer 78: That is correct, it would be an eligible existing project.

Question 79: Will the decisions through this NOFA be integrated into the Behavioral Health Prop One Integrated Plan covering the next three years?

Answer 79: Contracts resulting from this NOFA will be part of the department's budget, and therefore part of the integrated plan, however these funding decisions are separate (both in funding source and evaluation).

Question 80: Is there a limit to the number/type of "Additional Supporting Documentation" included in a proposal? For example, include sample invoicing templates, sample reporting templates, that type of thing to sort of support or better explain our application.

Answer 80: We request that application packets be as concise as possible. Supporting documentation should be limited to what is identified in the NOFA. Project explanations should be limited to the application form.

Question 81: We have a 6/30/26 expiration on our current HHAP funded contract for RRH awarded under the prior Measure O NOFA. Does that count as a "funding loss" for the purposes of this application?

Answer 81: See Answer #64.

Question 82: Is it a requirement that a project show loss of funding to be eligible to apply, or does loss of funding simply provide preference points?

Answer 82: See Answer #70.

Question 83: I know you can apply for more than one project. Can this be done by project year? For example, Project Homekey FY 2025-26 and one for Project Homekey FY 2026-2027 so they are covered for the funding or is this a Director question?

Answer 83: Applicants are allowed to submit one proposal per project, not per project year.

Question 84: Do the proposed cuts to Medi-Cal and ACA count as potential loss of funding for MH and SUD outpatient service providers

Answer 84: Since the outcome is still uncertain and open to interpretation, it is incumbent upon proposers to clearly explain how the potential changes could impact the program.

Question 85: Should the required org. chart be typed into the application PDF, or can it be included as an attachment?

Answer 85: Please include as an attachment.

Question 86: Is there a way to make a case for Cities within Sonoma County applying to also get an additional 5% added to final score as they would not qualify as a "local service provider" under the County's policy?

Answer 86: See Answer #31.

Question 87: So basically this is not about expansion, but just being able to continue providing vital services? So if we have an established outpatient mental health program, we couldn't propose to expand to fund more FTE clinicians? Or this just wouldn't be as competitive because it isn't explicitly about loss of funding?

Answer 87: See Answer #19.

Question 88: In Category 3 under Measure O - Mental Health Services for Children and Youth - What is the specific age range? Does this include Transitional Aged Youth 18 -24?

Answer 88: Yes. Children aged 0 to 17 and Transitional Age Youth 18 to 24 qualify.

Question 89: Proposal Form 4 - Past Performance Questionnaires: States it is due by 5pm on ____ date. What is the date these are due? Is this determined by the proposer and when they need it back to include in their full application?

Answer 89: Yes. That instruction is meant to be for the proposer's deadline to receive it back for inclusion with the proposal.

Question 90: It states the evaluators need to email a copy of the completed questionnaire directly to this email address (DHS-Procurement@sonomacounty.gov). To confirm, the evaluator sends 2 copies, one to DHS directly and one to the proposer?

Answer 90: Completed Past Performance Questionnaires should be returned to the proposer for inclusion in the application. Additionally, we request a copy be sent directly to DHS-Procurement@sonomacounty.gov. It is incumbent upon the proposer to ensure completed Questionnaires are included in the proposal packet.

Question 91: We do not currently have a business license and have not needed one for our existing County program contracts. We are losing funding and need to know if this will be a new requirement under the NOFA Measure O funds, does this apply even if we are a non-profit CBO? If so, do we need one for the city our office is in (Santa Rosa) or for all the towns we serve (Cloverdale, Sonoma, Healdsburg, Windsor, Rohnert Park, etc.)?

Answer 91: Proposers must have a business license if it is required by the city or jurisdiction in which they operate.

Question 92: We currently have a contract with the county for Senior Peer Support and serve adults 60 and older in their homes. It would be difficult to serve the homeless since we meet weekly for 12 weeks. I am unclear on what Measure O Project Area to choose on the application. I was guessing Category 3 - Services to support Residential Care Facilities, Permanent Supportive Housing and other Housing.

Answer 92: That would be the appropriate category so long as the project supports one of the housing categories identified.

Question 93: What is the total funding amount for this NOFA?

Answer 93: See Answer #41.

Question 94: What is the number (or range) of awards expected to be granted?

Answer 94: This depends on how many proposals are received. The Department reserves the right, at its sole discretion, to award in any manner determined to be in the best interest of the Department including, but not limited to, issuing an award under this NOFA to a single or multiple individual(s) and organization(s). If the Department determines that no proposer meets the requirements of this NOFA, the Department, at its sole discretion, reserves the right to reject any or all proposals.

Question 95: We operate two shelter programs that were affected by funding cuts. Our intent is to apply under one program title (Shelter Programs) rather than complete two separate applications. Can you please confirm this is the correct method?

Answer 95: If these are two different shelters, then two different applications would be appropriate.

Question 96: Can the County please provide a list of all attendees at the 8/21/25 pre-proposal conference?

Answer 96: An audio recording and documents related to the Pre-Bid conference are available at: <https://share.sonoma-county.org/link/FPF91ivNT2E/>

Question 97: Proposal-Form-4-Past-Performance-Questionnaire states under Part 1: "Please complete this questionnaire and e-mail a copy to DHS-Procurement@sonomacounty.gov". Please confirm that the proposers' references are not expected to email their responses to DHS-Procurement@sonomacounty.gov" but instead return them to the proposer for the proposer to include with their proposal response, as indicated in the Proposal Checklist.

Answer 97: See Answer #90.

Question 98: RFP p10 states that proposers should not contact any County staff for additional information during the procurement period. However, RFP p14 states that requesting a Past Performance Questionnaire from a 'County department is acceptable' and RFP p20 states that additional priority points can be awarded by 'providing one or more letter(s) of support for the project from a government official or a government agency within whose jurisdiction the project resides'. Please confirm that it is acceptable for bidders to request Past Performance questionnaires from Sonoma County staff. Please confirm that Sonoma County staff may not provide letters of support.

Answer 98: Yes, it is acceptable for proposers to request a Past Performance Questionnaire from Sonoma County staff (See Answer #15). Letters of Support may be provided by Sonoma County staff outside the Department of Health Services or individuals involved in the evaluation process.

Question 99: RFP p12 states that No Attachments other than those permitted as set forth in this NOFA will be accepted. Please clarify what additional attachments are permitted to be included under section H. (Other Attachments) item b. (Additional Supporting Documentation) of the Proposal Checklist. In this section, may bidders provide supporting documents such as implementation plans, examples of current financial reports (e.g. a clean audit), and letters of support?

Answer 99: Implementation plans should be answered in the relevant area(s) of the application. Additional supporting documentation should be restricted only to items identified in the NOFA and application:

- Letter of support should be from a government official or government agency for the determination of additional points.

- Letters of support from partners should not be submitted. Partner support can be demonstrated in one of the Past Performance Questionnaires submitted.
- Supporting documentation may be provided under References and Past Performance to demonstrate fiscal stewardship.
- Sample financial reports are allowable under Project Planning and Design.
- Qualitative evidence such as independent evaluations and client testimonials to demonstrate that prior projects met or exceeded stated targets.

Question 100: At the end of ‘Proposal-Form-2-Application’, under Additional Priority Points - Part 4 Section (V)(9) the instructions say to ‘Attach verifications if applicable. Please describe the appropriate verification for “County of Sonoma has invested previously in the submitted project or the project is in a partnership with the County of Sonoma.”

Answer 100: Acceptable verification would include a contract with the County for services related to your project, or evidence of pass-through funding originating with the County (subcontracts, grants). If those documents are not available, an attestation of funding/investment received is acceptable.

Question 101: Are we only allowed to service Medi-Cal beneficiaries through the funding? Can we serve patients with private insurance?

Answer 101: See Answer #42.

Question 102: During the bidders conference, there was much conversation about existing projects that are facing cuts. The NOFA defines an existing project as “One that was operating or in the development process before the release of this NOFA.” From a review of the application scoring, it appears that projects that can document a loss of Government Funding may be awarded 5 extra points. Please confirm that a permanent supportive housing project still in development prior to the release of the NOFA is an eligible applicant, even if there has been no loss of funding as of yet.

Answer 102: Yes, a permanent supportive housing project still in development prior to the release of the NOFA is an eligible applicant.

Question 103: On p. 4 it says the BOS will make awards in November 2025. Contracts can be done within a couple of months. Delaying contracts until July 1 contradicts DHS’ stated interest in addressing funding cuts that have already affected providers. What reason would there be to delay contracts until July 2026 rather than start January 1?

Answer 103: See Answer #37.

Question 104: There are problems with the Proposal Form 2-Application. The Word Count fields don’t register the number of words (they remain at 0 after pasting text in). Also the field for the one 1500-word limited question does not have room for 1500 words. It’s accepting fewer than 900 words. Is DHS planning to fix this document and make a better functioning version available to applicants?

Answer 104: If the application is opened in a browser, it will not work as intended. Applicants must use either Adobe Acrobat or Adobe Reader. Adobe Reader is available as a free download here: <https://get.adobe.com/reader/>

Question 105: At the bidders' conference, Michael Gause stated that Measure O funds could be used for RRH, because it's permanent housing. We are looking at rebuilding our RRH program with a population that could not come to us via CE, e.g., to work with DV survivors. If we are awarded Measure O funds for RRH, would the participants still need to come from CE?

Answer 105: Yes, participants should still come from Coordinated Entry. There is a confidential referral system for Domestic Violence survivors in Coordinated Entry.

Question 106: Is it allowable to submit a proposal for a project that would start 7/1/2026? If yes, could the project continue for 3 years through 6/30/2029?

Answer 106: Yes, that is allowable as long as the project qualifies as an Existing Project, defined as one that was operating or in the development process before the release of this NOFA.

Question 107: Is Street Outreach an allowable activity?

Answer 107: No. Allowable Measure O activities for homelessness are limited to shelter, housing, care coordination, and treatment for mental health, and substance use disorders.

Question 108: Can we submit more than 3 Past Performance Questionnaires if we have additional relevant references?

Answer 108: Yes, but we encourage applicants to limit it to 3.

Question 109: Can our Sonoma County DHS contract monitors complete a Past Performance Questionnaire, or is that a conflict?

Answer 109: See Answer #15.

Question 110: Can an elected County official provide a Letter of Support, or is that a conflict?

Answer 110: All County Supervisors will be conflicted and therefore ineligible to provide letters. Other County officials not determining awards may provide letters of support.

Question 111: Can we submit more than one letter of support from gov officials/agencies?

Answer 111: See Answer #69.

Question 112: Is the following an eligible application: a renewal of an existing project that includes a proposed expansion of those existing services.

Answer 112: See Answer #19.

Question 113: What's the definition of 'experiencing homelessness'?

Answer 113: The HUD definition is utilized: <https://www.hudexchange.info/homelessness-assistance/coc-esg-virtual-binders/coc-esg-homeless-eligibility/four-categories/>

Question 114: Can you provide more detail on the definition of homelessness as it relates to youth exiting foster care without an identified housing plan?

Answer 114: This would follow the same HUD definition of homelessness – living in a place not meant for human habitation or in an emergency shelter/transitional housing.

Question 115: In this NOFA; how much funding is available for Category 5. Transitional & Permanent Supportive Housing?

Answer 115: There is no allotment per category.

Question 116: Re Category 4 eligible expenses – must services be provided only to people already living in permanent supportive housing? Can Category 4 services be provided to individuals who are PREPARING to transition into permanent housing in the community? And if so, can services be provided under this category to individuals who are preparing to move to any type of permanent housing or only permanent SUPPORTIVE housing?

Answer 116: Project funding may be used for individuals already in permanent supporting housing as well as helping individuals prepare. Any type of permanent housing is eligible. Also see answer to Question #117.

Question 117: Re Category 5 eligible expenses – what types of expenses are eligible in this service category? Do eligible expenses include direct housing costs (eg move-in assistance, rental assistance, other financial assistance), services to help individuals locate and prepare to move into permanent housing (e.g., working with them on actual housing search, applying for housing, communicating with landlords, etc.)? Can this category also cover direct housing costs related to operating transitional housing or permanent supportive housing? Are only expenses related to transitional or permanent supportive housing eligible, or are expenses related to helping individuals move from homelessness to any type of permanent housing eligible?

Answer 117: This category is meant to support permanent housing, and all services referenced appear to be eligible.

Pre-Bid Conference

An audio recording and documents related to the Pre-Bid conference are available at:

<https://share.sonoma-county.org/link/FPF91ivNT2E/>

CLARIFICATIONS:

Total Measure O dollars allocated for this round of funding is \$10 million.

MODIFICATIONS:

- 1) The Department of Health Services (DHS) reserves the right to supplement awarded contracts with additional eligible funding sources that align with Measure O eligibility criteria. These supplemental funds, if applied, may be subject to their own restrictions

and guidelines. Contractors would be responsible for complying with all restrictions and guidelines associated with all additional funding sources.

- 2) Total project costs can exceed \$1,000,000 but the objective of this Notice of Funding Availability (NOFA) is to award up to \$1,000,000 per project, which may be expended over a period of up to three (3) years per each contract's period of performance.
- 3) Proposal Form 3 (Required Budget Template) is hereby deleted and replaced in its entirety with Proposal Form 3 (Required Budget Template_Rev1) available on the website <https://sonomacounty.gov/health-and-human-services/health-services/divisions/administration/contracts-and-board-item-development-unit>.

All other terms and conditions of NOFA DHS No. 25-007 remain unchanged.

Please sign and date below as acknowledgment of receipt of Addendum No. 01 and include with your submittal.

Signature and Date: _____

Printed Name: _____

Firm: _____