



Notice of Funding Opportunity (NOFO) for Shelter Acquisition Program

FREQUENTLY ASKED QUESTIONS

March 29, 2022

1. Q: Does this program provide funds for construction, renovation, ADA modifications, or building repairs?
A: No; This program only funds acquisition and related costs, such as legal fees and closing costs.

2. Q: What is a Good Neighbor Agreement?
A: A “Good Neighbor Agreement” is good faith agreement between the neighborhood (residents, businesses, and other community stakeholders) and a shelter-operating non-profit that works to address specific issues of concern regarding the shelter facility’s operations. The purpose of this application requirement is to demonstrate that the proposed provider has worked with the community to overcome potential opposition to the project and has reached an agreement to that effect. In the Good Neighbor Agreement, the shelter-operating non-profit will provide reasonable and cooperative accommodations or mitigations to lessen issues that create unreasonable burdens on the surrounding area. Each Good Neighbor Agreement will be unique; however, an example Good Neighbor Agreement is posted on the program’s [solicitations.phoenix.gov](https://www.phoenix.gov/solicitations) page.

3. Q: Can a non-profit receive an award and use a 3rd party operator?
A: The shelter, as public facility, must be owned by an established non-profit entity. The non-profit entity may decide to use a 3rd party vendor to provide the services. Information relative to the 3rd party vendor must be incorporated into the application form (see Prompt 15 and 19). The awarded applicant will still be responsible to ensure continuing use during the lien period.

4. Q: Can the building be sold within the 5-year lien period?
A: If the site or facility in which the grant program is funding is sold, the lien must remain on the property and the new site or facility owner must remain in compliance to the lien terms. This program seeks to fund acquisitions that will provide new shelter beds in the City of Phoenix. The lien placed on the property ensures that the use originally approved as part of the grant award is continued for 5 years after the expiration of the subrecipient agreement. If the use is not continued during this period, the subrecipient must reimburse the grantee for the CDBG share of the current fair market value.

5. Q: What type of shelter can these funds acquire?
A: This program seeks to fund the acquisition of underutilized buildings to be used as shelter facilities for individuals and families currently experiencing homelessness. Shelter facilities may include shelters for victims of domestic violence, shelters and transitional facilities/housing for the homeless, halfway houses for run-away children, and drug offenders or parolees. The city's specific objective includes facilities that support and expand bridge and transitional housing opportunities for persons requiring additional medical, behavioral health, or other intensive supportive services before moving to permanent housing. Please also see Question 6.
6. Q: Can agencies prioritize populations, such as the severely disabled or wheelchair users, for services in the facility?
A: The goal of this program is to provide new shelter beds for individuals and families who currently lack a fixed, regular, and adequate nighttime residence, such as those living on the streets. Agencies may target specific populations in alignment with Strategies to Address Homelessness Plan and the No/Low-Barrier Shelter recommendations of the Task Force.
7. Q: Do applicants need to be in the City of Phoenix?
A: Applicants must only be a registered non-profit with the State of Arizona. The main corporate address does not need to be in the City of Phoenix.
8. Q: Does the facility need to be in the City of Phoenix?
A: The facility must primarily serve residents in Phoenix. To ensure that the facility meets that requirement, it must be located in the city's boundaries.
9. Q: Where can applicants find revisions, updates, and addenda to the NOFO package?
A: On an as-needed basis, staff will update phoenix.gov/solicitations with revisions to the NOFO, updates to the FAQ, or release addenda. Applicants must check the phoenix.gov/solicitations page to review any revisions to the NOFO package before submitting their applications. Applicants are encouraged to visit the webpage for periodic updates and contact City staff at nsd.cip@phoenix.gov for any technical assistance throughout the process.
10. Q: What is the length of stay for those experiencing homelessness?
A: The length of stay will be based on the facility type. Transitional facilities funded by this program should not have stays for longer than 24 months.
11. Q: When are applications due?
A: The program has a rolling deadline with monthly reviews of applications on the last Thursday of each month, and until funding is depleted. Applications must be received by the first Thursday of the month by 2:00pm Arizona time to be reviewed in the month received. Please see the following table for submittal deadlines and review dates. Additional review cycles will be added, if necessary and funding is still available.

Submittal Deadlines	Review Dates
April 7, 2022	April 28, 2022
May 5, 2022	May 26, 2022
June 2, 2022	June 30, 2022
July 7, 2022	July 28, 2022
August 4, 2022	August 25, 2022
September 1, 2022	September 29, 2022
October 6, 2022	October 27, 2022

12.Q: What happens with applications that miss a submittal deadline?

A: Applications received after the first Thursday of the month will be reviewed during the next available cycle. For example, an application received on April 8th is treated the same as an application received by May 5th, both will be scheduled for review on May 26th. Staff will perform reviews for eligibility and responsiveness throughout the month, as application are received.

13.Q: Has there been any edits to the Notice of Funding Opportunity and Application Instructions Shelter Acquisition Program (NSD-NOFO-22-006)?

A: Yes, please see updated sections 1.16 and 1.20, dated 03/25/2022.