



**Mayor's Office of Housing and Community Development**

# **Dream Keeper Partnership Impact Grant**

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**REQUEST FOR PROPOSALS**

**FY 2021-22**

**Due September 24, 2021 at 5:00 pm**

RFP Questions? Need alternative formats for persons with disabilities?

Email [CommDevRFP@sfgov.org](mailto:CommDevRFP@sfgov.org)

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# OVERVIEW

The San Francisco Mayor's Office of Housing and Community Development (MOHCD) is providing **\$75,000 in grant funding** to support a programmatic partnership to provide thought leadership and advance best practices to create responsive systems that improve economic, housing and social opportunity for Black and African American residents of San Francisco. The partnership will advance the goals of the city's recently launched *Dream Keeper Initiative*, as well as the goals and strategies of HOPE SF and MOHCD's Racial Equity Plan. The lead city agency partners are MOHCD and the SF Human Rights Commission.

The Dream Keeper Initiative is a citywide effort to reinvest \$120 million over the next two years from law enforcement into San Francisco's Black and African American community. This Initiative is part of Mayor London N. Breed's roadmap for reforming public safety and addressing structural inequities in San Francisco.

Inspired by Langston Hughes' line, the Dream Keeper Initiative seeks to address and remedy racially disparate policies so that the dreams of young African-Americans and their families are no longer deferred, and they have the needed resources and support to thrive in San Francisco. The Dream Keeper Initiative aims to break the cycle of poverty and involvement in the criminal justice system for the families in City programs and ensure that new investments, including in youth development, economic opportunity, community-led change, arts and culture, workforce, and homeownership, are accessible to San Francisco's families who are most in need.

HOPE SF is a cross-sector initiative to transform San Francisco's most distressed public housing sites into vibrant and healthy communities. It aims to provide impact for residents through connect the reconstruction with a larger system change, so that race and place are not barriers to prosperity and opportunity. HOPE SF is organized around four goals: building racially and economically inclusive neighborhoods, recognizing the power of residents to lead their communities, increasing economic and educational advancement and creating healthy communities.

In partnership with the City and community leaders, MOHCD seeks to advance opportunities and improve programmatic outcomes for San Francisco's most vulnerable residents. As such, MOHCD is assessing programs, contracts, and procurements to ensure they advance the City's racial equity goals. MOHCD will be working closely with our partner organizations to monitor the impact of our investments. MOHCD will provide capacity building, clear information to partner organizations, and create channels to give and receive feedback to ensure that all parties are aligned in the expectation to create an inclusive and equitable city where all residents have the opportunity to thrive.

Housing affordability is crucial to the City's efforts to advance racial equity. Not only have historic housing policies like urban renewal and redlining furthered systems of structural and institutional racism, these policies continue to impact Black, Indigenous, and people of color (BIPOC) today as they disproportionately experience homelessness, rent burden, substandard housing and overcrowding. Moreover, as the COVID-19 pandemic has shown, people of color have been most in need of housing stabilization resources. With the pandemic's effect on the economy expected to last for the next few years, San Francisco must advance affordable housing production, preservation and homeownership opportunities as a long-term solution to racial equity.

# ELIGIBILITY

An organization is eligible to submit a grant proposal if they meet all the following criteria

1. Agencies are eligible to apply to this RFP if they, or their fiscal sponsor, are a nonprofit, public benefit corporation tax exempt under Internal Revenue Code 501(c)(3) as a public charity at the time of submission.
2. No City agencies or departments may apply for funding under this RFP.
3. To be eligible, applicants must have a project or service site located within the City and County of San Francisco, and experience serving low-income and moderate-income San Francisco residents.

If any applicant has any questions or comments about these eligibility criteria, please email them to [CommDevRFP@sfgov.org](mailto:CommDevRFP@sfgov.org).

## TECHNICAL ASSISTANCE RESOURCES

MOHCD staff will be available to answer questions and provide information throughout this RFP application process.

<b>RFP Issued</b>	<b>September 17, 2021</b>
Daily one-on-one support available: - Email <a href="mailto:CommDevRFP@sfgov.org">CommDevRFP@sfgov.org</a>	September 17 – September 24, 2021
<a href="#">MOHCD Pre-Submission Webinar</a> Click the link to register and receive Zoom info	Monday, September 20, 2021 11:00am -12:00 pm

### MOHCD RFP Pre-Submission Webinar

Staff will provide an overview of the entire RFP process, including eligibility criteria, MOHCD funding opportunities, and how to apply. Each pre-submission webinar provides the same information and guidance. The webinar will be recorded and made available on the MOHCD website here: <https://sfmohcd.org/community-development-funding-opportunities>

To attend a webinar, you must first register. After registering, you will receive a confirmation email containing information about joining the webinar.

- To register for the pre-submission Zoom webinar, click [this link](#).

### MOHCD One-on-One Technical Assistance

We are committed to providing as much clarity as possible during this RFP process. Submit your questions about the RFP in writing to [CommDevRFP@sfgov.org](mailto:CommDevRFP@sfgov.org). We will return all email within the next business day.

# TIMELINE

MOHCD is committed to providing as much clarity as possible during this RFP process. Submit your questions about the RFP in writing to [CommDevRFP@sfgov.org](mailto:CommDevRFP@sfgov.org) by **September 21 at 5:00pm**. We will publish all questions and answers by September 22, 2021. The following dates are estimates and may be subject to change.

RFP Issued	September 17, 2021
Pre-Submission Webinar	September 20, 2021 at 11:00 am
Deadline for Questions	September 21, 2021 at 5:00p.m.
Answers to RFP Questions Published	September 22, 2021
<b>Proposals Due</b>	<b>September 24, 2021, at 5:00 p.m.</b>
Award Notifications	September 28, 2021

# RFP SCOPE

## Program Description

MOHCD is seeking grant proposals to provide following services/activities.

- Participate in and support convenings that identify opportunities and barriers to aligning agency and community initiatives that advance economic, social and housing opportunities for Black and African American residents of San Francisco
- Participate in and support the development of strategic communications on best practices and local government process reforms that can advance economic, social and housing opportunities for Black and African American residents of San Francisco
- Participate in and support city and community based partnerships around the use of data to measure impact of Dream Keeper Initiative and other city agency and philanthropic investments to advance economic and housing opportunities for Black and African American residents of San Francisco
- Be able to leverage non-city funds to match 100% of the grant funds requested to carry out the aforementioned activities.

## Terms

The grant will have a tentative term from November 1, 2021 to October 31, 2022 with an option to extend the term for one-year contingent on grantee performance, funding availability and demonstrated community needs.

# APPLYING FOR FUNDING

## Proposal Narrative

For the proposal Narrative, please answer the following questions. **The applicant's answer should not exceed 6 total pages.** MOHCD will not accept any handwritten narratives. Font size must be at least 12 point. Pages must be standard 8-1/2 by 11.

1. Describe how your organization meets the eligibility requirements detailed in Page 3 of this RFP.
2. Describe your organization's experience in leading or playing a substantive role in cross sector partnerships to advance equitable outcomes for Black and African American residents of San Francisco
3. Describe your organization's approach to systems change to advance equitable outcomes for Black and African American residents of San Francisco. What are critical resources your organization can deploy as part of this effort (i.e. data, strategic communications)
4. Describe your organization's plan to further its work with seed funding and partnership with city agencies and the Dream Keeper Initiative

Successful proposals will demonstrate a deep understanding of

- Issues facing the Black and African American community in San Francisco, and
- The role of systems change in advancing positive outcomes for underserved Black and African American residents, and
- The importance of cross sector and cross agency collaboration to advance equity

## Project Budget

- For your Project Budget, please include budget items for the 12 months of the grant, between November 1, 2021 and October 31, 2022. The budget should include not only your MOHCD grant request but your full project costs, including any other funding sources. The Updated Project Budget form in Excel format can be found on [here](#).
- The Agency-Wide Budget must be submitted as a part of proposal.

# SUBMISSION INSTRUCTIONS

1. Proposals must be emailed to MOHCD to [CommDevRFP@sfgov.org](mailto:CommDevRFP@sfgov.org). Attach **all** documents to **one email**. Subject Line should state “Proposal for Dream Keeper Partnership RFP” and include your agency name. Proposals will be determined as undelivered and non-responsive if the email is time-stamped at 5:01 p.m. (or after) on the submission deadline date. It is the responsibility of applicants to ensure email delivery prior to the submission deadline.
2. Your proposal packet must consist of the following information:
  - Proposal Cover Sheet
  - Project Budget, clearly showing both grant funding and matching funding being leveraged
  - Proposal Narrative
  - Agency-wide Budget
3. The Proposal Cover Sheet and Project Budget are posted in Word and Excel formats, respectively, on <https://sfmohcd.org/community-development-funding-opportunities> for your convenience.

## PROPOSAL EVALUATION AND SCORING

Grant proposals that meet our Eligibility Criteria will be scored, ranked and receive a funding recommendation based on their ranking. Proposals that do not satisfy the Eligibility Criteria will be determined as non-responsive to this RFP and will not be further reviewed. Eligible proposals will be read and scored by reviewers with relevant programmatic expertise. Reviewers will use a rubric provided by MOHCD to assign a score between 0 and 100 points.

MOHCD will release intent to award letter during the week of September 27, 2021.

Scoring Rubric	
	Point Value
<b>Organizational Capacity</b> <ul style="list-style-type: none"> <li>• Organization has the staffing and operational capacity to substantively support and participate in a programmatic partnership</li> </ul>	40
<b>Racial Equity</b> <ul style="list-style-type: none"> <li>• Organization shows deep understanding of approaches to advancing equity through systems change</li> </ul>	40
<b>Program Budget</b> <ul style="list-style-type: none"> <li>• Costs are competitive and reasonable</li> <li>• Proposal demonstrate their ability to leverage non-city funds</li> </ul>	20
<b>Total</b>	<b>100</b>

## APPEALS

Proposals will be determined as non-responsive if they are incomplete, undelivered, or do not meet the Eligibility Criteria (see Page 4). If we determine your proposal to be non-responsive, we will inform you. Applicants may appeal a determination of non-responsiveness to this RFP by submitting notice by email to MOHCD setting forth the grounds for the appeal by no later than five (5) business days after receiving MOHCD's determination.

Organizations will be notified if a proposal was not selected for an award. If there is disagreement with the decision, organizations may file a formal appeal within five (5) business days of the award announcement. MOHCD must receive the appeal on or before the fifth business day.

The appeal must include a written statement of each of the grounds for appeal. An individual authorized to represent the respondent must submit the appeal by email to [CommDevRFP@sfgov.org](mailto:CommDevRFP@sfgov.org). The appeal must cite all applicable laws, rules, procedures, or provisions that we did not follow faithfully, as documented in this RFP. The appeal must specify facts and evidence enough for us to determine its validity. Disagreements about program quality or value do not constitute grounds for appeal. Failure to object or appeal in the manner and within the times set forth above will constitute a complete and irrevocable waiver of any appeal of MOHCD's decision.

MOHCD will only accept appeals of non-responsiveness or an award decision by email. It is the responsibility of applicants to ensure email delivery prior to the deadline specified.

A panel selected by MOHCD will review all eligible appeals, and the panel decisions will be final. If necessary, we will schedule a meeting with the respondent within ten (10) calendar days of receiving the appeal.