

CITY OF MADISON:  
Planning and  
Community and  
Economic  
Development Dept:  
CDBG Office

## Memo

To: CDBG Commission Members  
From: Sue Wallinger, CDBG Office  
Date: June 1, 2009  
Re: Request for Proposals for HUD-funded Homeless Prevention and Rapid Re-Housing Program (HPRP) funds

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Included in this packet is a joint RFP with Dane County for HPRP funds. The City, as an entitlement community, will receive \$817,092 to serve eligible participants in the greater-Madison area (the City of Madison and those communities contiguous to the city); Dane County will receive \$273,118 in HPRP funds through the Wisconsin Bureau of Supportive Housing for eligible participants living outside of the City of Madison. One RFP was created by City and County CDBG staff. Interested applicants can apply for: 1) only the City-funded portion of the RFP, 2) only the County-funded portion of the RFP, or 3) both. Dane County Purchasing Department is coordinating the RFP process.

The RFP will be available to the public on Monday, June 8<sup>th</sup>. A notice will be published in the newspaper, e-mails will be sent to all those agencies in the Homeless Services Consortium, and it will be posted on the City and County websites. Proposals are due Monday, July 6<sup>th</sup>. Both the City and County will score the proposals specific for their funds. It is anticipated that a joint recommendation will be made to the CDBG Commission to approve the selected applicant at the Thursday, July 16<sup>th</sup>, special meeting of the Commission. The City and County will then negotiate separate contracts with the selected agency. It is anticipated that services will begin as soon as possible once the City signs the grant agreement with HUD and a sub-recipient contract is signed, but no later than October 1<sup>st</sup>.