Homeless Housing, Assistance and Prevention (HHAP)

Strategic Investment Request for Proposals

Application Release Date: August 3, 2026
Application Deadline: September 8, 2026

HHAP Strategic Investment Table of Contents

HHAP Strategic Investment Procurement Package

The following documents have been developed to support applicants throughout the Strategic Investment Request for Proposals (RFP) process.

Applicant Resource	Purpose
HHAP Strategic Investment Request for Proposals (RFP)	Describes the funding opportunity, Strategic Investment Framework, eligibility requirements, and review process.
HHAP Strategic Investment Application Guide	Mirrors the ZoomGrants application and provides guidance for completing each application component.
Frequently Asked Questions (FAQ)	Provides responses to applicant questions and clarifications issued during the application period.

ACTIVITY	DATE
RFP Released	**Monday, August 3, 2026**
Applicant Webinar	**Tuesday, August 11, 2026**
Deadline for Written Questions	**Friday, August 14, 2026**
Frequently Asked Questions (FAQ) Posted	**Monday, August 24, 2026**
Application Deadline (with ALL required documentation)	**Tuesday, September 8, 2026, at 11:59pm (Pacific Time)**
Eligibility & Completeness Review	**September 9-11, 2026**
Independent Review Committee Scoring	**September 14 - 18**
Preliminary Funding Recommendations Posted & Applicant Notification	**Wednesday, September 23**
Appeals Submission Deadline	**Monday, September 28, 2026, at 12:00 PM (Pacific Time)**
Final Funding Recommendations Posted & Award Notification	**Thursday, October 1, 2026**
Contract Development & Administrative Requirements	**October 1-October 31**
Contract Start Date	**November 1, 2026**
Project Start-Up & Implementation	**November–December**
Projects Fully Operational	**January 1, 2027**
Dates are subject to change. Any modifications to the schedule will be posted on the RTFH website and communicated through the Frequently Asked Questions (FAQ) process.	

HHAP Strategic Investment RFP

1. Introduction

Purpose

The Homeless Housing, Assistance and Prevention (HHAP) Strategic Investment Request for Proposals (RFP) implements the San Diego Regional HHAP Coordinated Plan approved by the California Department of Housing and Community Development (HCD).

This funding opportunity supports strategic, housing-focused investments designed to address clearly defined Housing Challenges, improve permanent Housing Outcomes, contribute to one or more California System Performance Measures (CA SPMs), and strengthen the regional homelessness response system.

As a one-time funding source, HHAP is intended to support targeted investments that remove housing barriers, expand permanent housing opportunities, improve regional system performance, and create lasting housing impact through the responsible stewardship of public resources.

Strategic Investment Opportunities

This RFP consists of two Strategic Investment Opportunities, further detailed in Section 5. Applicants may apply under one or both opportunities; however, applicants applying under both Strategic Investment Opportunities must complete a separate application for each initiative.

Investment Opportunity 1 - Concentrated Population Housing Initiative

Supports housing-focused investments designed to increase permanent housing placements and improve Housing Outcomes for people experiencing homelessness who are concentrated within a defined geographic area, housing intervention, or coordinated setting.

Investment Opportunity 2 - Housing Advancement Initiative

Supports housing-focused investments designed to help households achieve greater housing stability and housing independence through targeted, time-limited assistance that removes barriers to permanent housing.

Investment Principles

The regional HHAP Investment Strategy is guided by the following principles, which maximize the impact of one-time funding while improving Housing Outcomes and strengthening the regional homelessness response system. These principles inform both proposal development and funding recommendations.

- **Housing-Focused Investments** – Investments should be designed around measurable Housing Outcomes rather than simply supporting services or activities. Projects that provide supportive services without a clear connection to achieving permanent Housing Outcomes are not responsive to this funding opportunity. **Start with the Housing Challenge—not the program.**

- **One-Time, Project-Based Investments** – HHAP funding is intended to support clearly defined projects with measurable housing outcomes, defined implementation periods, and a clear conclusion. Continued funding should not be assumed.
- **Right-Sized Investments** – Funding requests should be proportional to the anticipated housing outcomes, implementation capacity, and overall project design. The objective is not the largest investment, but the appropriate investment.
- **Additional Housing Impact** – HHAP investments should create measurable housing impact beyond what would occur in the absence of the funding and should complement—not replace—existing resources.
- **Right-Sized Housing Solutions** – Households experiencing homelessness require different levels of housing assistance to obtain and maintain permanent housing. Proposed housing strategies should be appropriately matched to the identified Housing Challenge and households need while promoting long-term housing stability and, where appropriate, increasing housing independence.

This funding opportunity emphasizes strategic investments that improve housing outcomes while strengthening the regional homelessness response system. Competitive proposals should demonstrate both measurable housing outcomes for participating households and broader regional system impact.

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2. Developing a Competitive Proposal

Applicants should refer to the **HHAP Strategic Investment Application Guide** for detailed guidance on completing each application component.

This Application Guide is designed to help applicants complete the ZoomGrants application by:

- Organizing each application component
- Providing the application questions
- Identifying the information applicants should address in each response
- Describing response length, required attachments, and required templates

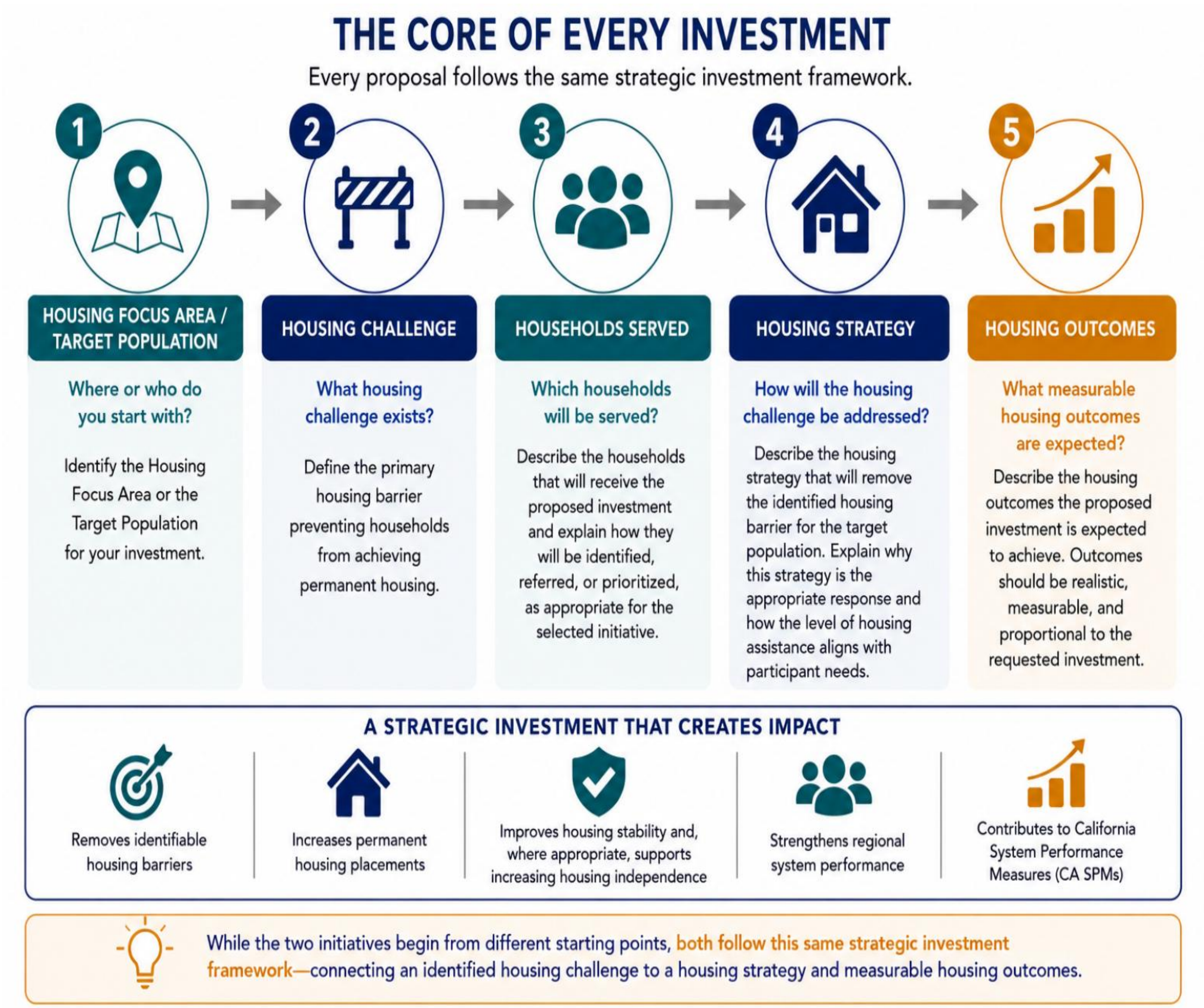
Each opportunity follows the same Strategic Investment Framework while beginning from a different starting point. The Concentrated Population Housing Initiative begins with a Housing Focus Area, while the Housing Advancement Initiative begins with a Primary Target Population. Both opportunities require applicants to define the Housing Challenge, describe the Households Served, propose a Housing Strategy, and demonstrate measurable Housing Outcomes.

Strategic Framework

This RFP seeks proposals that clearly demonstrate how a targeted housing investment will address a defined Housing Challenge, improve Housing Outcomes, and strengthen the regional homelessness response system.

Competitive proposals begin with the Housing Challenge—not the services to be provided—and describe a housing-focused strategy designed to produce measurable Housing Outcomes.

Each application component builds upon the previous one, creating a logical investment framework from the identified housing challenge through implementation and anticipated housing outcomes.



Application Components

Every proposal is organized around the following eight application components:

1. **Housing Focus Area / Target Population & Housing Challenge** – Identify the housing challenge the proposed investment will address.
2. **Households Served** – Describe the households who will receive the proposed investment.

3. **Housing Strategy** – Explain how the proposed investment will address the identified housing challenge.
4. **Housing Outcomes** – Describe the measurable housing outcomes expected.
5. **Housing Access & Implementation Readiness** – Demonstrate readiness to successfully implement the proposed investment.
6. **Additional Housing Impact** – Explain how HHAP funding will create impact beyond existing resources.
7. **Partnerships & Leveraged Resources** – Describe how partnerships strengthen the proposed investment.
8. **Budget & Investment Alignment** – Demonstrate that the requested investment is reasonable and aligned with the proposed housing strategy and outcomes.

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3. Applicant Eligibility

Eligible Applicants

Eligible applicants include nonprofit organizations, public agencies (excluding the County of San Diego and the City of San Diego), tribal governments, and other organizations legally authorized to enter into a grant agreement and receive HHAP funds.

Ineligible Applicants

The following are not eligible to apply:

- Individuals.
- Unincorporated groups or associations.
- Organizations unable to enter into a legally binding agreement with RTFH.
- Organizations that are suspended, debarred, or otherwise prohibited from receiving public funds.
- The County of San Diego and the City of San Diego, which receive direct HHAP allocations from the State of California and are therefore not eligible to apply through this Strategic Investment RFP.

Partnerships

Applicants are encouraged to develop partnerships that strengthen the proposed Housing Strategy. Partnerships may include coordinated referrals, housing resources, landlord engagement, healthcare, workforce development, benefits navigation or other complimentary resources that support successful implementation.

Fiscal Sponsors/Fiscal Agents

The use of fiscal sponsors or fiscal agents is permitted under this Strategic Investment RFP. One legally authorized organization must serve as the lead applicant and assume responsibility for contract execution, financial management, reporting, compliance, performance, and overall project implementation.

Organizations applying through a fiscal sponsor or fiscal agent are eligible. The fiscal sponsor or fiscal agent must serve as the legal applicant, be identified in the application at the time of submission, authorize the application prior to submission, and execute the grant agreement if selected for funding.

Failure to disclose the use of a fiscal sponsor or fiscal agent in the application may result in the application being deemed non-responsive or ineligible.

Project Implementation

The lead applicant is responsible for directly administering and implementing the proposed investment and remains solely responsible for contract administration, fiscal management, reporting, compliance, performance, and achievement of the proposed Housing Outcomes.

The lead applicant may procure goods or professional services necessary to implement the proposed investment; however, responsibility for implementation, performance, fiscal management, reporting, and compliance may not be delegated.

Applicants are responsible for demonstrating the organizational, administrative, and financial capacity necessary to successfully implement the proposed investment.

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4. Funding Opportunity

Purpose

This RFP supports housing-focused investments that produce measurable Housing Outcomes, strengthen regional system performance, and contribute to one or more California System Performance Measures (CA SPMs).

Rather than prescribing specific program models, this RFP invites proposals that address clearly defined Housing Challenges through targeted, housing-focused strategies. Proposals will be evaluated based on the strength of the proposed investment and its anticipated Housing Outcomes.

Consistent with the objectives of HHAP, activities funded through this RFP must directly support measurable Housing Outcomes. Activities that do not have a clear connection to obtaining, maintaining, or advancing households toward permanent housing are not eligible for funding under this RFP.

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5. Investment Opportunity #1: Concentrated Population Housing Initiative

Purpose

The Concentrated Population Housing Initiative supports housing-focused investments designed to increase permanent housing placements and improve Housing Outcomes for people experiencing homelessness who are concentrated within a defined geographic area, housing intervention, or coordinated setting.

This initiative supports targeted investments that address shared Housing Challenges and accelerate progress toward permanent housing.

Housing Challenge

Many people experiencing homelessness remain unsheltered or reside in temporary settings despite ongoing outreach and engagement efforts.

Concentrated populations may include:

- Households residing in encampments
- Emergency shelter participants
- Safe Parking participants
- Safe Sleeping participants
- Individuals residing in vehicles
- Other concentrated populations experiencing homelessness

Households Served

Projects funded under this initiative will identify the households the proposed investment is intended to serve and how they will be identified, referred, prioritized, and, where applicable, enrolled.

Households Served under this initiative may include:

- Single Adults
- Families
- Older Adults (55+)
- Older Adults (62+)
- Transition-Age Youth (18–24)
- Veterans
- Survivors of Domestic Violence
- Other (please describe)

Anticipated Housing Outcomes

Projects funded under this initiative are expected to contribute to one or more of the following CA SPM outcomes:

- Measure 1a – Increase People Accessing Services
- Measure 1b – Decrease Unsheltered Homelessness (Point-in-Time Count)
- Measure 2 – Decrease First-Time Homelessness
- Measure 3 – Increase Exits to Permanent Housing
- Measure 4 – Decrease Average Length of Time in Services
- Measure 5 – Decrease Returns to Homelessness

- Measure 6 – Increase Successful Placements from Street Outreach

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Housing Strategies

Housing strategies should address the identified housing challenge and create a clear pathway to permanent housing.

Housing strategies may include, but are not limited to:

- Housing problem solving
- Housing-focused case management
- Housing stabilization
- Housing search
- Landlord engagement and housing acquisition
- Flexible financial assistance
- Rental assistance, including shallow subsidies
- Benefits and income navigation
- Employment and workforce connections
- Ongoing housing retention supports
- Other housing-focused strategies appropriate to the proposed investment

Housing strategies should reflect the level of assistance necessary to achieve the anticipated Housing Outcomes and be appropriately matched to the identified Housing Challenge and the households to be served.

Implementation Readiness and Housing Access

Applicants should demonstrate:

- Organizational readiness and implementation capacity
- Staffing and implementation timeline
- Housing Access and Housing Pipeline
- Partnerships supporting implementation
- Readiness to begin serving households
- Project start-up milestones

Additional Housing Impact

Projects funded under this initiative are expected to contribute to one or more regional objectives, including:

- Increased permanent housing placements
- Reduced unsheltered homelessness
- Increased movement throughout the homelessness response system

- Improved regional system performance
- Expanded housing capacity
- Contributing to one or more California System Performance Measures (CA SPMs)

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6. Investment Opportunity #2: Housing Advancement Initiative

Purpose

The Housing Advancement Initiative supports housing-focused investments designed to help households experiencing homelessness achieve greater housing stability and housing independence through targeted, time-limited assistance that removes barriers to permanent housing.

Targeted investments help households overcome remaining housing barriers, increase movement throughout the regional homelessness response system, and create capacity for additional households to be served.

Unlike the Concentrated Population Housing Initiative, applicants begin by identifying the Primary Target Population. The application then asks applicants to describe the Housing Challenge affecting that population and explain how the proposed investment will improve Housing Outcomes.

Housing Challenge

This initiative identifies a targeted population to be served and the housing challenge they are experiencing that prevents them from achieving permanent housing and greater housing stability.

The Housing Challenge focuses on the barrier(s) the proposed investment is intended to remove. For some households experiencing homelessness, targeted housing assistance can remove the remaining barriers to permanent housing. Strategic investments that remove those barriers can accelerate permanent housing placements, increase housing stability and independence, create capacity within the homelessness response system, and maximize the impact of one-time HHAP funding.

Households Served

Projects funded under this initiative will identify the households the proposed investment is intended to serve and how they will be identified, referred, prioritized, and, where applicable, enrolled.

Households Served under this initiative may include, but are not limited to:

- Households experiencing homelessness with earned income, employment, or other resources that position them to achieve greater housing stability through targeted assistance.
- Households experiencing homelessness capable of increasing income through employment, workforce development, benefits acquisition, or other opportunities.

- Households experiencing homelessness who may benefit from targeted assistance to overcome housing affordability or other barriers to permanent housing.
- Other populations experiencing homelessness for whom targeted housing investments are expected to improve housing stability and housing independence.

Housing Strategies

Housing strategies should address the identified Housing Challenge and support households in achieving greater housing stability and housing independence.

Housing strategies may include, but are not limited to:

- Housing problem solving
- Housing-focused case management
- Housing stabilization
- Housing search
- Landlord engagement and housing acquisition
- Flexible financial assistance
- Rental assistance, including shallow subsidies
- Benefits and income navigation
- Employment and workforce connections
- Ongoing housing retention supports
- Other housing-focused strategies appropriate to the proposed investment

Housing strategies should reflect the level of assistance necessary to achieve the anticipated Housing Outcomes and be appropriately matched to the identified Housing Challenge and the households to be served.

Anticipated Housing Outcomes

Projects funded under this initiative are expected to contribute to one or more of the following CA SPM outcomes:

- Measure 1a – Increase People Accessing Services
- Measure 1b – Decrease Unsheltered Homelessness (Point-in-Time Count)
- Measure 2 – Decrease First-Time Homelessness
- Measure 3 – Increase Exits to Permanent Housing
- Measure 4 – Decrease Average Length of Time in Services
- Measure 5 – Decrease Returns to Homelessness
- Measure 6 – Increase Successful Placements from Street Outreach

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Implementation Readiness & Housing Access

Applicants should demonstrate:

- Organizational readiness and implementation capacity.
- Staffing and implementation timeline.
- Housing Access and Housing Pipeline.
- Partnerships supporting implementation.
- Readiness to begin serving households.
- Project start-up milestones.

Additional Housing Impact

Projects funded under this initiative are expected to contribute to one or more regional objectives, including:

- Increase permanent housing placements
- Reduce unsheltered homelessness
- Increase movement throughout the homelessness response system
- Improve regional system performance
- Expand housing capacity
- Contribute to one or more California System Performance Measures (CA SPMs).

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7. Funding Available

Multiple rounds of Homeless Housing, Assistance and Prevention (HHAP) funding will be combined to support this Strategic Investment RFP. Funding recommendations will consider both the quality of individual applications and the overall balance of the regional investment portfolio.

Funding Information	
Total Funding Available	**$12,000,000**
Maximum Funding Request	$2,400,000
Contract Period	Up to a 60-day start-up period followed by up to a 24-month implementation period*
Anticipated Contract Start	November 1, 2026

Investment Portfolio

HHAP funding will be invested through a portfolio of strategic housing investments rather than a single funding opportunity or funding award.

The total funding available through this Strategic Investment RFP is approximately $12 million. The final amount available for award may change based on funding availability, administrative allocations, and required set-asides.

Applicants should request only the funding necessary to implement the proposed investment and achieve the anticipated Housing Outcomes. Funding requests should reflect the principle of right-sized investments described in this RFP. Requesting the maximum allowable amount does not increase the likelihood of funding.

To support a balanced regional investment portfolio capable of addressing multiple Housing Challenges and Strategic Investment Opportunities, the maximum cumulative funding request from any lead applicant may not exceed $2,400,000 across all applications submitted under this RFP. Applicants may submit proposals under one or both Strategic Investment Opportunities; however, the combined amount requested across all applications may not exceed the maximum funding request.

- one application for $2.4M is allowed;
- two applications totaling $2.4M are allowed;
- applicants cannot submit two $2M applications hoping to receive $4M.

Strategic Investments Outside the RFP

Not all HHAP funding will be awarded through this Strategic Investment RFP. A portion of available funding will continue to support regional investments administered outside this competitive process that strengthen the regional homelessness response system and advance the HHAP Coordinated Plan.

These investments may include, but are not limited to:

- Flexible Housing Pool
- System infrastructure and capacity
- Technical assistance and implementation support
- Other strategic investments consistent with the regional HHAP Coordinated Plan

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Project Period

Projects funded through this RFP are anticipated to include:

- **Up to a 60-day project start-up period** following contract execution for activities such as staffing, partnership development, training, housing resource development, and other implementation activities.
- **Up to a 24-month implementation period** to achieve the proposed Housing Outcomes.

Final contract terms may vary based on the funding source, State expenditure deadlines, and project implementation schedule. Costs incurred before the effective date of an executed grant agreement are not eligible for reimbursement unless expressly authorized in writing in the final agreement.

Applicants should propose projects capable of achieving the anticipated Housing Outcomes within the contract period.

Investment Principle

HHAP is a one-time, project-based investment intended to achieve clearly defined Housing Outcomes within a specified contract period. Projects should include a defined implementation plan and measurable outcomes. Continued funding beyond the contract term should not be assumed.

Funding Request Rationale

Funding requests should reflect the level of investment necessary to achieve the proposed Housing Outcomes and demonstrate responsible stewardship of one-time HHAP funding.

All proposed activities and costs must be eligible under applicable HHAP requirements, consistent with the HHAP Coordinated Plan, and included in an approved project budget.

Funding requests should be proportional to the proposed:

- Housing Challenge
- Households Served
- Housing Strategy
- Housing Outcomes
- Implementation readiness
- Project period
- Leveraged partnerships and resources

Applicants should explain:

- Why the requested funding amount is appropriate.
- How the proposed investment will achieve the anticipated Housing Outcomes.
- How the funding request aligns with the proposed implementation approach and organizational capacity.

Leveraged Resources

HHAP funding is intended to complement—not replace—existing community investments. Applicants should identify the partnerships and leveraged resources that strengthen the proposed investment and expand Housing Outcomes.

Leveraged resources may include:

- Federal, State, local, or private funding
- Mainstream benefits
- Employment and workforce resources
- Behavioral health and healthcare partnerships
- Housing resources and landlord partnerships
- Other community assets that strengthen implementation

Applicants should describe how leveraged resources support implementation, expand housing opportunities, and create Additional Housing Impact.

Creating Additional Housing Impact

HHAP funding is intended to create Additional Housing Impact by expanding housing opportunities, improving Housing Outcomes, and strengthening regional system performance. As a one-time funding source, investments should produce measurable outcomes beyond what would occur in the absence of the proposed investment.

HHAP funds may not be used to supplant existing federal, State, local, or private funding supporting the same activities.

Examples of Additional Housing Impact may include:

- A new housing-focused project or initiative that addresses an identified Housing Challenge.
- Expansion of an existing initiative that increases Housing Outcomes, housing capacity, geographic reach, or the number of households served.
- Addressing a Target Population or Housing Challenge not currently served through existing resources.
- Enhancing an existing housing-focused initiative to improve Housing Outcomes or regional system performance.

Applicants should identify existing funding supporting similar activities and explain how the proposed investment supplements—rather than replaces—existing resources. Additional documentation may be requested to verify compliance with HHAP requirements related to supplantation.

Portfolio Approach

In addition to application scores, funding recommendations may consider:

- Alignment with the HHAP Coordinated Plan
- Alignment with the Strategic Investment Framework
- Housing Outcomes and anticipated regional system impact
- Geographic distribution
- Target Populations and Housing Challenges
- Organizational capacity and implementation readiness
- Leveraged partnerships and resources
- Overall balance of the regional investment portfolio

Funding recommendations may include full or partial awards, award amounts that differ from those requested, or other adjustments necessary to maintain a balanced investment portfolio and advance the objectives of the HHAP Coordinated Plan.

8. Grant Administration Requirements

Grant Agreement

Applicants selected for funding will be required to execute a grant agreement with RTFH before project activities may begin. Final grant agreements will establish the approved project scope, budget, performance measures, reporting requirements, contract term, and other applicable grant conditions.

Compliance with HHAP Requirements

Applicants selected for funding must comply with all applicable California Department of Housing and Community Development (HCD) HHAP requirements, including applicable statutory and program requirements. Applicants are responsible for reviewing the HHAP resources identified in this RFP prior to submitting an application.

- State of CA Assembly Bill 977 Homeless Management Information System Data Entry
- Welfare and Institutions Code Section 8255

Reporting, Performance, and Data Requirements

Funded projects will be required to report program, fiscal, and performance information; participate in monitoring; and comply with applicable data collection and reporting requirements.

Projects will be required to participate in HMIS, as applicable to the proposed investment and population served. Final performance measures, reporting requirements, and data collection requirements will be established in the grant agreement.

Participant-Centered Service Requirements

Projects funded through this RFP must comply with applicable California statutory requirements governing participant-centered, low-barrier service delivery, including Chapter 6.5 (commencing with Section 8255) of Division 8 of the California Welfare and Institutions Code. Program eligibility and continued assistance may not be conditioned on sobriety, participation in treatment services, income thresholds, or other barriers beyond those required by applicable law or the funding program.

9. Application and Submission Process

Application Submission

Applications must be submitted electronically through the RTFH ZoomGrants Grant Management System by **Tuesday, September 8, 2026 at 11:59PM Pacific Time (PT).**

Late or incomplete applications will not be considered.

Applicants are encouraged to begin the application process early to allow sufficient time to complete all required narrative responses, upload supporting documentation, and resolve any technical issues prior to the application deadline.

HHAP Strategic Investment Application Guide

The HHAP Strategic Investment Application Guide is a companion to this RFP and is designed to assist applicants in preparing proposals. The Guide mirrors the ZoomGrants application and provides guidance for each application component.

The Application Guide includes:

- Instructions for each application component
- Initiative-specific guidance
- Application Requirements
- Required templates and budget forms
- Required attachments
- Links to required templates and other application resources (if applicable).

The ZoomGrants application is organized around the same sequence and structure as the Application Guide. Applicants are strongly encouraged to use the guide when preparing their application.

Both Strategic Investment Opportunities use the same application structure and scoring criteria. Applicants should respond based on the specific initiative selected.

Each application component corresponds directly to the ZoomGrants application and is described in detail in the HHAP Strategic Investment Application Guide.

Required Attachments

Applicants will be required to upload supporting documentation through ZoomGrants.

Required attachments include:

- Proof of legal entity status in the State of CA, as evidenced by applicable registration or organizational documents.
- Organizational Chart
- Current Board of Directors list
- Letters of Commitment and/or Memoranda of Understanding (if applicable)
- Documentation of leveraged resources (if applicable)
- Most recent audited financial statements (or equivalent financial documentation)
- Other documentation identified within this funding opportunity, if applicable.

Applicants submitting applications under both Strategic Investment Opportunities must submit a separate Project Budget and Budget Narrative for each application. Organizational documents, such as the Organizational Chart, Board of Directors List, and audited financial statements, only need to be uploaded once through ZoomGrants.

Application Completeness

Applications must be complete and submitted by the published deadline to be considered for funding.

Applications will be reviewed for completeness, responsiveness, and applicant eligibility.

RTFH may request clarification of submitted materials when appropriate; however, applicants should not assume an opportunity to revise or supplement an application after the submission deadline.

Technical Assistance

Questions regarding this funding opportunity must be submitted in writing to grants@rtfhsd.org. All questions must be submitted by Friday, August 14, 2026 at 12pm (Pacific Time). Responses to applicant questions that clarify the RFP or application requirements will be shared with all prospective applicants through the Frequently Asked Questions (FAQ) process.

RTFH anticipates providing the following applicant support during the application period:

- Webinar to review the RFP and ZoomGrants application portal
- Frequently Asked Questions (FAQ)
- Written responses to submitted questions
- ZoomGrants technical assistance

Participation in the pre-application webinar is strongly encouraged. Webinar recordings, presentation materials, FAQs, and the Strategic Investment Application Guide will remain available throughout the application period.

Applicants are encouraged to review the HHAP Strategic Investment Scoring Guide to better understand the evaluation criteria and scoring methodology that will be used during the independent application review.

10. Review and Selection Process

Overview

The review process is designed to be fair, transparent, and objective while aligning with the Strategic Investment Framework described in this RFP.

Applications will be evaluated based on the strength of the proposed investment, including organizational capacity, project design, alignment with the Strategic Investment Framework, the extent to which the investment addresses a clearly defined Housing Challenge, produces measurable Housing Outcomes, and strengthens the regional homelessness response system.

Funding recommendations will reflect both the quality of individual applications and the development of a balanced regional investment portfolio.

Step 1 – Application Threshold

An initial review will be conducted to ensure applications meet the minimum threshold.

- The application was submitted by the published deadline.
- The applicant meets all eligibility requirements.
- All required application components and supporting documentation have been submitted.
- The proposed project aligns with the requirements of this funding opportunity.

Applications determined to be incomplete or non-responsive may not advance to the competitive review process.

Step 2 – Independent Application Review

Applications will be evaluated independently using the published evaluation criteria and scoring methodology described in Appendix B of this RFP.

Review Committee

Review Committee members will participate in a reviewer orientation before evaluating applications. The orientation is intended to promote a consistent understanding of the Strategic Investment Framework, evaluation criteria, scoring expectations, conflict of interest requirements, and the overall objectives of this funding opportunity.

The Review Committee is anticipated to include representatives from:

- County of San Diego
- City of San Diego
- A Continuum of Care (CoC) Board member
- An individual with lived experience

Additional subject matter experts or community representatives may be invited to participate, as needed, to support the review process.

RTFH staff will **not** participate in the independent scoring or ranking of applications.

Conflict of Interest

To ensure fairness, transparency, and integrity, all Review Committee members will be required to disclose any actual, potential, or perceived conflicts of interest prior to participating in the review process.

Step 3 – Funding Recommendations

Funding Recommendations

In addition to the results of the independent application review, funding recommendations may consider:

- Results of the independent application review.
- Implementation readiness and organizational capacity.
- Housing outcomes and anticipated system impact.
- Additional housing impact created through the proposed investment.
- Funding request rationale.
- Alignment with the Strategic Investment Framework.
- Regional representation across the Continuum of Care.
- Target populations and identified housing challenges.
- Leveraged partnerships and community resources.
- Overall balance of the regional investment portfolio.

Funding recommendations may include:

- Full or partial funding awards.
- No funding recommendation for an application.
- Award amounts that differ from those requested.
- Negotiation of project scope, budgets, performance measures, or contract terms prior to award.
- Other adjustments necessary to advance regional priorities and the objectives of the HHAP Coordinated Plan.

Funding recommendations are contingent upon available funding, completion of applicable fiscal and administrative reviews, execution of a grant agreement, submission of required insurance and contracting documents, and agreement on the final project scope, budget, performance measures, and reporting requirements.

Appeals Process

Purpose

The appeals process provides applicants with an opportunity to request review of a funding recommendation when there is reason to believe that a material procedural error, conflict of interest, or technical error affected the evaluation process.

An appeal is not an opportunity to submit new information, revise an application, or challenge the professional judgment of reviewers.

Eligible Grounds for Appeal

Appeals are limited to one or more of the following:

- A documented conflict of interest that materially affected the evaluation process.
- A material procedural error in the administration of the RFP.
- A material technical or mathematical error in scoring or calculation.
- Failure to follow the published evaluation process described in this RFP.

The following are **not** valid grounds for appeal:

- Disagreement with reviewer comments or scoring judgments.
- Submission of new or revised application materials after the application deadline.
- Information omitted from the original application.
- Requests for reconsideration based solely on funding recommendations or competitiveness.

Appeal Submission

Appeals must be submitted in writing no later than 12:00 p.m. (Pacific Time) on Monday, September 28, 2026. Appeals must be emailed to grants@rtfhsd.org.

The appeal must include:

- Subject line must read: HHAP RFP Appeal – Applicant name
- Applicant organization name
- Project name
- The specific decision being appealed
- The basis for the appeal
- Supporting documentation, if applicable

Appeal Review

Appeals will be reviewed by an independent Appeal Review Panel that did not participate in the original evaluation of the application and has no conflict of interest.

If an appeal is upheld, the appropriate corrective action will be taken consistent with the grounds for appeal.

Final Determination

A written determination will be provided following completion of the appeal review no later than October 1, 2026.

The determination is final, and no additional appeal process is available.

APPENDIX A: GLOSSARY OF TERMS

The following definitions are provided to assist applicants in understanding terminology used throughout this RFP. These definitions are intended solely for the purposes of this funding opportunity and do not replace or supersede applicable federal, State, or local laws, regulations, or program requirements.

Additional Housing Impact
The measurable housing impact created by the proposed investment beyond what would occur through existing resources or activities. Additional Housing Impact may include expanding housing opportunities, improving Housing Outcomes, strengthening regional system performance, or addressing an unmet Housing Challenge.

California System Performance Measures (CA SPMs)
State-established measures used to evaluate the effectiveness of California's homelessness response system. Applicants should identify the measure(s) most closely aligned with the anticipated Housing Outcomes of the proposed investment.

Concentrated Population Housing Initiative
A Strategic Investment Opportunity that supports housing-focused investments designed to improve permanent housing outcomes for people experiencing homelessness concentrated within a defined geographic area, housing intervention, or coordinated setting.

Continuum of Care (CoC)
A regional planning body responsible for coordinating housing and services for people experiencing homelessness. The Regional Task Force on Homelessness (RTFH) serves as the Collaborative Applicant and lead agency for the San Diego Continuum of Care.

Fiscal Agent / Fiscal Sponsor
A legally authorized organization that serves as the lead applicant, executes the grant agreement, and assumes responsibility for financial management, reporting, compliance, and overall project implementation on behalf of the proposed investment.

Homeless Housing, Assistance and Prevention (HHAP)
A State of California funding program administered by the California Department of Housing and Community Development (HCD) that provides one-time funding to support regional efforts to prevent and end homelessness.

Housing Access
The organizational ability to identify, secure, and maintain permanent housing opportunities necessary to achieve the proposed Housing Outcomes.

Housing Challenge
The primary housing barrier or opportunity the proposed investment is intended to address.

Housing-Focused Investment
An investment designed to improve permanent housing outcomes by removing housing barriers, increasing access to permanent housing, improving housing stability, or strengthening regional housing system performance.

Housing Outcomes
The measurable housing results expected from the proposed investment, such as increased permanent housing placements, improved housing stability, reduced returns to homelessness, or other measurable improvements aligned with the selected Strategic Investment Opportunity.

Housing Pipeline
Existing or anticipated permanent housing opportunities available to support implementation of the proposed investment, including landlord relationships, housing partnerships, committed units, or other housing resources.

Housing Strategy
The integrated, housing-focused approach used to address the identified Housing Challenge and achieve the anticipated Housing Outcomes.

Housing Advancement Initiative
A Strategic Investment Opportunity that supports housing-focused investments designed to help households experiencing homelessness overcome the remaining barriers to permanent housing through targeted, time-limited housing assistance.

Housing Focus Area
For the Concentrated Population Housing Initiative, the setting or geographic area where the proposed investment will be concentrated and where the greatest housing impact is expected to occur.

Implementation Readiness
The organizational capacity, staffing, partnerships, Housing Access, implementation plan, and timeline necessary to successfully launch and implement the proposed investment.

Lead Applicant
The legally authorized organization responsible for submitting the application, executing the grant agreement, and assuming responsibility for contract administration, fiscal management, reporting, compliance, and project performance.

Leveraged Resources
Financial or non-financial resources that strengthen the proposed investment, including funding, housing opportunities, staffing, services, technology, landlord relationships, or other community resources.

Permanent Housing
Housing intended to serve as a long-term housing solution for households experiencing homelessness. Permanent housing may include permanent supportive housing, rapid rehousing, permanent affordable housing, or other permanent housing opportunities appropriate to the proposed investment, such as living with family members, a significant other, friends.

Primary Target Population
For the Housing Advancement Initiative, the population expected to benefit from the proposed investment and around which the Housing Challenge is defined.

Project Period
The contract period during which funded activities are implemented, including any approved project start-up period.

Regional Homelessness Response System
The network of organizations, programs, housing resources, and partnerships working together to prevent and end homelessness throughout the Continuum of Care.

Right-Sized Investment
A housing-focused investment designed to provide the level of housing assistance necessary to achieve the anticipated Housing Outcomes without providing more assistance than is reasonably necessary to address the identified Housing Challenge.

Strategic Investment Framework
The common application framework used throughout this RFP that connects an identified Housing Challenge to a Housing Strategy, measurable Housing Outcomes, and broader regional system impact.

Strategic Investment Opportunity
One of the two funding opportunities available through this RFP: the Concentrated Population Housing Initiative or the Housing Advancement Initiative.

Target Population
The households experiencing homelessness that the proposed investment is intended to serve.

Targeted, Time-Limited Housing Assistance
Housing assistance designed to remove specific housing barriers through focused interventions that are proportional to household need and intended to support movement toward permanent housing.

APPENDIX B: Evaluation Criteria

Purpose

The HHAP Strategic Investment Review Committee evaluates applications based on how well the proposed investment addresses a demonstrated housing need and advances regional housing outcomes. Applications are reviewed as complete housing investments rather than as a series of separate responses.

Reviewers consider the relationship between the housing challenge, households served, proposed strategy, anticipated outcomes, implementation readiness, additional housing impact, partnerships, and the requested investment.

Evaluation Criteria and Points

Important: Applications are evaluated based on the strength of the proposed investment—not the size of the organization, familiarity with grant writing, or use of a particular program model.

Scoring emphasis: Reviewers will consider whether the proposal presents a clear and logical connection among the housing challenge, households served, housing strategy, requested investment, and anticipated outcomes.

Scoring and Funding Recommendations

Applications will be independently reviewed using the published criteria. Reviewers will score proposals based only on the information included in the application and will apply the criteria consistently across all applications.

After independent scoring is complete, funding recommendations may also consider the overall balance of the regional investment portfolio, including alignment with the HHAP Coordinated Plan, geographic distribution, housing challenges addressed, implementation readiness, and regional system impact. As a result, the highest-scoring applications may not necessarily receive funding.

APPLICATION COMPONENT	MAXIMUM POINTS
Housing Focus Area & Housing Challenge	20
Households Served	10
Housing Strategy	20
Housing Outcomes	20
Housing Access and Implementation Readiness	10
Additional Housing Impact	10
Partnerships & Leveraged Resources	5
Budget & Investment Alignment	5
Total	**100**

What Reviewers Will Look For

Criteria	Points
1. Housing Focus Area & Housing Challenge	**20 points**
• Clearly identify the housing focus area or target population and define the housing challenge. • Support the need with relevant data, system performance information, local experience, or other evidence. • Explain why the proposed investment is needed and how it will improve permanent housing outcomes.	
2. Households Served	**10 points**
• Clearly identify the households to be served and explain why they were selected. • Describe how households will be identified, referred, prioritized, or selected. • Propose a realistic number of households that is proportional to the requested investment.	
3. Housing Strategy	**20 points**
• Present a clear, integrated housing strategy that directly addresses the identified challenge. • Explain how the strategy is appropriate for the households to be served. • Demonstrate a logical pathway from project activities to the anticipated housing outcomes.	
4. Housing Outcomes	**20 points**
• Identify clear, measurable, and realistic housing outcomes. • Include measurable targets and explain how success will be tracked. • Demonstrate how the investment contributes to applicable California System Performance Measures.	
5. Housing Access & Implementation Readiness	**10 Points**
• Demonstrate a realistic strategy for securing and maintaining access to permanent housing opportunities. • Present an achievable implementation plan, timeline, staffing structure, and operational approach. • Demonstrate organizational readiness and identify potential implementation challenges and mitigation strategies.	
6. Additional Housing Impact	**10 Points**
• Explain how HHAP funding will create measurable housing impact beyond existing resources or activities. • Demonstrate how the investment expands, accelerates, or strengthens existing housing efforts. • Show responsible stewardship of one-time HHAP funding.	
7. Partnerships & Leveraged Resources	**5 Points**
• Describe the role of each key partner and any financial or non-financial leveraged resources. • Explain how partnerships strengthen implementation, expand housing opportunities, or improve coordination.	
8. Budget & Investment Alignment	**5 Points**
• Demonstrate that the requested funding is reasonable and proportional to the strategy, households served, and anticipated outcomes. • Clearly explain significant budget assumptions, unique costs, and the relationship between the budget and the proposed investment.	

Rating	Characteristics
Exceptional	The proposal fully addresses the published evaluation criteria and presents a clear, logical, evidence-informed proposed investment that demonstrates a strong likelihood of achieving the anticipated Housing Outcomes.
Strong	The proposal addresses the published evaluation criteria and presents a logical proposed investment with only minor weaknesses that do not substantially reduce confidence in achieving the anticipated Housing Outcomes.
Adequate	The proposal addresses some of the published evaluation criteria but contains weaknesses, gaps, or limited justification that reduce confidence in the proposed investment and its ability to achieve the anticipated Housing Outcomes.
Limited	The proposal does not adequately address the published evaluation criteria or contains significant weaknesses that substantially reduce confidence in the proposed investment and its ability to achieve the anticipated Housing Outcomes.