



**The City of  
OKLAHOMA CITY**

**Planning Department**

Housing and Community Development Division  
420 W. Main, Suite 920 Oklahoma City, OK 73102

**NOTICE OF FUNDING AVAILABILITY  
FOR  
EMERGENCY SOLUTIONS GRANT (ESG) 2023-2024**

**Introduction:**

The City of Oklahoma City (CITY) Planning Department Community Development Division is soliciting proposals from experienced service providers for 2023-2024 Emergency Solutions Grant (ESG) funds in the amount of \$433,433 allocated to the City of Oklahoma City by the U. S. Department of Housing and Urban Development (HUD) for use in providing housing and services to meet the needs of homeless persons and families.

Applicants may submit proposals for all or part of the available funding under this solicitation. The City retains \$30,340 for Administration, leaving a total of \$403,093 for eligible projects. Submittals must be made electronically during the period **starting 8:00 June 12, 2023 and ending 5:00pm June 30, 2023**.

A technical assistance/question & answer meeting will be held **on June 16<sup>th</sup>, 2023 via Microsoft Teams**. Attendance is **required** for all new applicants. Use the link below to join the meeting.

[Click here to join the meeting](#)

Please contact Jerod Shadid at (405) 297-3608 or [jerod.shadid@okc.gov](mailto:jerod.shadid@okc.gov) or Sharon Leveston-Sharpe at (405) 297-1712 or [sharon.leveston-sharpe@okc.gov](mailto:sharon.leveston-sharpe@okc.gov) for any questions you may have regarding this solicitation.

The CITY will review each proposal in regard to conformance with the guidelines outlined below as well as HUD's ESG program requirements. This solicitation outlines the type of programs requested and criteria that must be followed by each entity wishing to be considered for funding. Applicants can apply for all or part of the funds available. Please note that ESG funding is one year. Available funds are drawn on a reimbursement basis.

Applicants with projects approved for funding will enter into an Operating Agreement, which will define ESG program regulations and special project terms and conditions.

The solicitation package for this ESG program is available at the Planning Department Community Development Division office, 420 West Main Street, Suite 920. This solicitation and the application form can also be found online at:

<https://www.okc.gov/departments/planning/programs/homelessness/continuum-of-care>.

All submissions must be made electronically.

**Section I. Eligible Applicants:**

Applicants must be private nonprofit (registered 501c3) organizations and must demonstrate sufficient experience for the proposed activity or project and must have current capacity to administer and carry out this project.

**Section II. Eligible Activities:**

Applications can include one or more of the eligible ESG activities. *Activities in bold are prioritized in this 2023 – 24 competition*

- **Street Outreach**
- Emergency Shelter
- Homeless Prevention TBRA and Housing Relocation and Stabilization Services
- **Rapid Re-Housing TBRA and Housing Relocation and Stabilization Services**

**Section III. Proposal Submission:** Each proposal must be submitted electronically by the stated deadline to [jerod.shadid@okc.gov](mailto:jerod.shadid@okc.gov) cc: [sharon.leveston-sharpe@okc.gov](mailto:sharon.leveston-sharpe@okc.gov). The CITY reserves the right to request other project-related information at any time during the proposal review process. Successful proposals will be required to submit additional documents prior to contract award.

**Section IV. Evaluation Criteria:**

Other Scoring Elements	Scoring Description	Possible Score
Previous Experience	Experience in the field, compliance with previous funding requirements, or no monitoring issues	0-5
Target Populations	Where primary beneficiaries are families with children, or transitional age youth highest score is given	0-5
Unmet Need	Consider if project is a duplication of existing services, provides a new service, provides for an unmet population or there is a documented need for the service	0-10
Linking to Mainstream Services	Description of how program will assist clients in obtaining mainstream services, benefits, and non-employment income	0-5
Assisting with Increasing Employment Income	Description of how program will assist clients in increasing their income from employment.	0-5
Housing Stability	Percentage of people who stayed in program or who exited to positive housing destinations	0-10
Non-Cash Benefits	Percentage of people who increased their non-cash benefits while in the program	0-10
Number Served	Is the number served consistent with the number proposed	0-5
Housing First/Low Barrier	1 Point for each “No” response.	0-15
HMIS Data Quality	Full points awarded when the Overall Score and % of Error Rate are all below 5%	0-10
HMIS Data Timeliness	Full points awarded for projects who enter 80% of HMIS entries within the required 72 hours.	0-10
Collaboration with the CoC	Participation in CCMSA or VCCM, Family CCM or Youth CCM	0-5
Funds Expended	Full points for 100% of funds expended	0-5
Budget	Cost effectiveness based on number to be served	0-10
Homeless/Formerly Homeless Involvement	Description of homeless/formerly homeless person involvement with ESG program	0-5
Statement of Work	Overall description of proposed project, goals, and policies	0-25
<b>TOTAL SCORE</b>		<b>0-140</b>