



Human Services Fund

Administered by United Way of Greater Cincinnati

The United Way Team

Please contact us via our Shared Email Box

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Contracts

Council Motion

Motion # 202202006

“The Plan should:

[...]

2. Establish data-driven, evidence-based metrics for monitoring the success of organizations that receive allocations.
3. Structure the Request-for-Proposal process in such a way to increase the impact of the City’s funds.

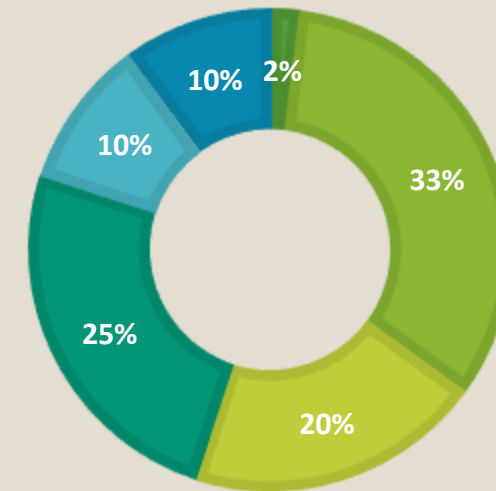
Funding Amounts FY 24

- Youth Gun Violence Prevention and Reduction (20%)
- Comprehensive Workforce Development (25%)
- Supporting, Securing and Stabilizing Housing for High-Risk Populations (10%)*

* *The Impact Award will focus on Eviction Prevention and Housing Stability at 25-33%*

HUMAN SERVICES FUND

- Administration
- Impact Award
- Youth Gun Violence Prevention & Reduction
- Comprehensive Workforce Development
- Housing for High-Risk Populations
- Project Lift



Grant Amount: Impact Award

- The actual amount of funding available for the FY2024 Human Services Fund will not be determined until City Council approves the FY2024 General Fund Budget, which typically occurs in June.
- It is anticipated that approximately \$1.875- \$2.475 million dollars will be allocated for the Impact Award. Applicants are encouraged to submit requests within this funding range.
- Grant awards will be determined by City Council with the budget decisions in June 2023.

Funding Periods

Funding under the Impact Award is for a one-time grant, to begin on September 1, 2023 and provide support for a planning period of, up to, 6 months, and an implementation period of up to 30 months.

The funding must be expended by August 31, 2026.

Number of Proposals

- Organizations may only be the lead agency for 1 proposal under the Impact Award
 - You may be listed as a partner on other collaborative proposals
- Organizations may submit no more than 3 proposals for programs under the Service Category and only 1 proposal under the Impact Award RFP

Types of Projects

Any **collaborative** project that aims to address eviction and housing instability and contribute to some or all the of the following outcomes:

- Reducing evictions
- Reducing community costs associated with evictions,
- Maximizing the City's limited housing supply, and
- Creating a better quality of life for residents

Community Challenge: Housing

Cincinnati is in the middle of a historic housing crisis. In 2017, less than one percent (0.4%) of evictions in Hamilton County were decided in favor of the tenant.¹ This is further an issue of equity, with neighborhood racial composition being the strongest predictor of eviction filing rates in Hamilton County.² The housing crisis is further impacted by the rapid spike in rental rates across the entire state.³ Just last month, Cincinnati ranked as one of the Top 10 U.S. Cities for largest year-over-year rent increases.

▲ Purpose and Goal of the Impact Award

With the Impact Award, Council seeks to fund one collaborative project between multiple organizations and the City to address Cincinnati's eviction and housing crisis. The project should work to reduce evictions and stabilize housing by tracking eviction trends; using predictive analysis; funding immediate costs; and providing access to legal services.

Project proposals are encouraged to leverage multiple solutions to create a comprehensive strategy to address eviction and housing instability, including access to legal services, financial support, and social services. Reducing the number of evictions will ensure more stability for families and children, reduce the community costs associated with evictions, maximize the City's limited housing supply, and create a better quality of life for residents of all our neighborhoods.

*Note: Previous RFPs typically provided details on prioritized service models or strategies. The Impact Award and Service Category RFPs this year focus on the intended impact or goals of the funding and provide more discretion for applicants to determine and propose the best approach to make impact.

Existing Q&A

- 1) How will demographics for board and staff be used in the review process?
- 2) How this funding is different from other City funding?
- 3) Can an agency receive funding for both Service Categories and Impact Award?

Q & A

Key Information in the Request for Proposal Documents



Impact Award: Table of Contents

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Proposal Criteria

Proposals will be evaluated based on the following criteria:

Organizational Capacity, Experience & Expertise to Implement Proposed Project

- Demonstrates a strong collaboration of multiple community partners or stakeholders; and
- Demonstrates the capacity to implement the proposed project within the time period and proposed budget; and
- Demonstrates the experience and expertise to implement the proposed services and provide culturally responsive services to the targeted community. This includes organizational and staff proximity to the community challenge, lived experience, representation of staff in comparison to the community, and professional education, experience, and expertise.

Evidence of Data-Informed Approach(es) and Proposed Impact

- Clearly demonstrates the problem the proposal seeks to address as it relates to the community; and
- Provides clear data and evidence to support the proposed approach, timeline, and impact.

Alignment with Goals of the Impact Award

- Demonstrates strong alignment to the goals of the impact award and purpose of the Impact Award. This includes aligning to one or more of the following goals:
 - Reducing the number of evictions for families and children
 - Reducing the community costs associated with evictions
 - Maximizing the City's limited housing supply
 - Creating a better quality of life for residents of all our neighborhoods

High Potential for Systems Change Learning, Scale or Sustainability

- Demonstrates potential to leverage the Impact Award to do one or more of the following:
 - Build evidence of the impact of innovative approaches that could be broadly adopted by other organizations after the impact award;
 - Inform policy change to sustain impact; and/or
 - Establish longer term sustainability of the program/ approach through other funding.

2

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Q & A

Basic Information on the Applicant & Collaborative Partners

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Applicant Contact Information and Request

- **Lead Applicant Name and Mailing Address**
Enter only the lead applicant's name (agency name)
- **Primary Contact for Proposal**
Provide name, title, email, and phone number for the primary contact for this proposal and all related communication
- **Lead Agency CEO Contact Information**
Provide name, title, and email address for the Lead Agency CEO
- **Lead Agency CEO Demographics**
Provide the gender, age range, and race/ ethnicity of the Agency CEO
- **Lead Agency Board Chair Contact Information**
Provide name, title/ organization (if applicable), and email address of the Board Chair
- **Agency Board Chair Demographics**
Provide the gender, age range, and race/ ethnicity of the Board Chair
- **Lead Applicant History, Mission & Purpose**
Briefly state the agency's history, mission, and overall purpose.
- **Collaborative Partners**
List the collaborative partners names and provide a brief description of each partner
- **Type of Collaborative (Existing and Length or New)**
Select the type of collaborative. If existing, provide the number of years the collaborative has been in place.
- **Service Capacity and City of Cincinnati Residents Served**
Provide the total number of people served by the collaborative in an average 12-month period and the percentage of City of Cincinnati residents. Provide the top 10 City of Cincinnati zip codes served. If the collaborative is new, provide an aggregate number of the City of Cincinnati residents served by all collaborative partners.
- **Collaborative Project Name**
Provide the name of the collaborative project
- **Amount Requested**
Provide the amount of requested

• **Required Applicant Information Upload**

Using the provided Impact Award- Application Information Required Upload, provide the following information:

- **Agency & Collaborative Partner Board Roster & Demographics:** Complete Tab 1. Board Rosters to provide the name, role, and demographics for all board members of each partner (lead and collaborative).
- **Collaborative Partner CEO Contact Information and Demographics:** Complete Tab 2. Collaborative Partner CEOs to provide the name, title, gender, age range, and race/ ethnicity for the CEO of each collaborative partner
- **Lead & Collaborative Partner Staff Race/ Ethnicity:** Complete Tab 3. Lead & Collaborative Staff to provide an aggregate overview race/ ethnicity of each partner's staff.

The excel template will provide the following options for each category:

- **Gender:** Female, Male, Non-binary or Prefer to Self-Describe, Unknown/ Not Collected
- **Age Range:** Younger than 25, 25-35, 35-44, 45-54, 55-64, 65 and older, Unknown/ Not Collected
- **Race/ Ethnicity:** Asian/Native Hawaiian/Other Pacific Islander, Black/African American, Hispanic/Latino, Native American/American Indian/Alaskan Native, White/Caucasian, Two or More Race/ Ethnicities, Other/ Prefer to Self-Describe, Unknown/ Not Collected

Basic Information on the Applicant & Collaborative Partners

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The image displays three overlapping screenshots of Microsoft Excel spreadsheets, each representing a different section of a data entry form. The spreadsheets are titled "Impact Award-RFP-Required Upload-Applicant Information - Saved".

Left Screenshot: Shows a table with the following columns: Collaborative Partner Name, Board Member Name, Position, Age Range, Gender, and Race/ Ethnicity. A green border highlights a cell in the Position column of the first row.

Middle Screenshot: Shows a table with the following columns: Collaborative Partner Name, CEO Name, Title, Email, Phone, Gender, Age Range, and Race/ Ethnicity. A green border highlights a cell in the Email column of the first row.

Right Screenshot: Shows a table with the following columns: Lead & Collaborative Partner Name, Total Number of Staff, Asian/Native Hawaiian/Other Pacific Islander, Black/African American, Hispanic/Latino, and Native American/American Indian/Alaskan Nativ. A green border highlights the "Lead & Collaborative Partner Name" header cell.

All three screenshots show the standard Microsoft Excel ribbon with the "Home" tab selected, including options for font, alignment, and data tools.

Proposed Project

- **Collaborative Project Description & Key Strategies**

Describe the proposed collaborative project including the role, responsibility, and experience of each partner organization and the key strategies the project is advancing or plans to advance, such as, but not limited to, addressing evictions and housing stability, accessing legal services, financial supports, and social services. Share details about the communities or target populations the project seeks to serve.

List any paid staff and explain their roles. If this is an existing collaborative, provide its history and results achieved. If this is a proposed new partnership, explain how the collaborative will be structured.

- **Collaborative's Capacity, Experience and Expertise**

Briefly state the collaborative and lead agency's capacity, experience, and expertise to serve targeted communities, provide the proposed services, and implement the project as proposed. Explain how the partnership will have the capacity to achieve its proposed activities. Share how the partners in the collaborative are leveraging each other's capacity, experience, and/or expertise to create a greater impact than what is achievable when implementing individual efforts.

- **Data-informed Approach(es) and Impact**

Share how the collaborative has used and plans to use data to inform the project, key strategies, and proposed impact. This could include details on evidence from proven models or research, best practices, past outcomes and internal learnings, or evidence in support of the collaborative's theory of change.

- **Current and proposed outcomes**

Provide a brief narrative of current, if available, or proposed outcomes. Provide proposed outcomes for the following (if appropriate) along with how the outcome will be measured and methodology or data collection process.

- Reducing evictions for families and children
- Reducing community costs associated with evictions
- Maximizing the City's limited housing supply*
- Creating a better quality of life for residents of all our neighborhoods

** While the specific approach to maximize existing housing supply is not defined examples could include: providing housing repairs or improvements, reducing vacancies, and increasing occupancy. Please note new development is not eligible.*

- **Planning Period Plan and Implementation Summary**

Briefly summarize the proposed project plan detailed in the required upload, including the necessary planning period needed (not to exceed 6 months), milestones or key objectives of the planning period and summary of the implementation time period (up to 30 months). Share potential constraints, key assumptions or dependencies that could present a challenge to the proposed plan and how the collaborative plans to minimize or mitigate potential challenges.

- **Community Engagement and Voice**

Share the collaborative's approach to community engagement and use of community voice in informing, guiding, or determining the proposed project/ approach and services during the planning and implementation period. Please specify the specific role of community in decision making and providing feedback throughout the award period.

- **Systems Change Learning, Scale or Sustainability**

Describe what you expect to learn throughout the implementation of the proposed project, specifically associated with learnings that could influence policy change or impact other system change levers in support of scaling solutions or sustaining the impact of the project. Share how the project plans to leverage other dollars during the implementation period and the plans to ensure sustainability, if appropriate, after the implementation period.

Required Attachments

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Required Uploads

- **Documentation of Collaboration:** Upload document(s) to support the current state/ structure of the collaborative. This could be a MOU among partners, Letters of Commitment, Governance Structure or Partnership Agreements.
- **Planning Period and Implementation Plan Template**
- **Proposed Program Design*** (Note: While there is not a required template, this upload should include an overview of the proposed program design such as specifying the key drivers the program seeks to impact and its vision for change, proposed inputs, activities, milestones and short- and longer-term outcomes. Example tools include a Theory of Change or Logic Mode. If awarded, this documentation can be revised after the planning period.)

Required Attachments: Planning & Implementation Plan

IMPACT AWARD: Eviction Prevention and Housing Stabilization City of Cincinnati Human Services Fund, FY2024

Planning Period and Implementation Plan Template

Please use this document to detail the proposed project plan, including:

- time needed for the planning period, along with milestones or key objectives of the planning period
- time needed, activities, and potential milestones of the implementation period
- potential constraints, key assumptions or dependencies that could present a challenge to the proposed plan
- how the collaborative plans to minimize or mitigate potential challenges

Basic Information:

Lead Agency Name:

Partner Agencies:

Program Name:

Project Information:

Describe the program and the expected outcomes. What do you want to accomplish? How will you measure success?

Assumptions and Constraints

Share potential constraints, key assumptions, or dependencies that could present a challenge to the proposed plan. Some things to consider: schedule, budget, resources and skills, etc. How does the collaborative plan to minimize or mitigate potential challenges?



Action Plan for Planning Period:

Estimated dates for the planning period (no longer than 6 months after September 1, 2023):

Use the table below to list the action steps and anticipated major milestones of the planning period. Please include information on the responsible agency and the anticipated completion dates. The due dates do not need to be exact.

Add more lines to the table as needed.

Action / Milestone	Agency Accountable	Due Date	Comments

How will you know you're ready to move on to implementation?



Proposed 3 Year Budget

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Proposed Budget				
Revenue	Planning Phase	Year 1	Year 2	Year 3
Corporate				
Hamilton County				
Foundations				
Direct Federal Grants				
Fees for Program Participants				
City of Cincinnati GFO				
United Way of Greater Cincinnati				
State of Ohio				
Other – Please list all other specific sources of income				
Total Revenue (All Sources)				
Expenses				
Salaries				
Salaries (Itemized with the position title and percentage of time)				
Employee Fringe Benefits				
Contracted Services				
Contracted Services (Itemized by subcontractor and associated cost; if awarded funding, contracts/ agreements with each subcontractor will need to be submitted and approved.)				
Other Direct Expenses				
Travel (Mileage only within the City of Cincinnati at a rate not to exceed the current City mileage reimbursement rate.)				
Space (Total for Rent, utilities, telephone, building insurance, etc. Excludes cell phone, beeper, long distance and directory assistance service.)				
Consumable Office and Program Supplies (Excludes food and beverage costs)				
Operational Expenses (Liability and Fidelity Bond insurance, printing, postage, etc.)				
Other				
Other - Please list all other expenses connected with this program that do not fit in a previous category.*				
Total Expenses				

Provide a proposed (up to) 3 YEAR project budget.

Q & A

Application Steps

- You will find the PDF versions of the RFPs, Required Attachments, Templates for other Documents, future FAQs and the timeline on our Website:
<https://www.uwgc.org/for-nonprofits/funding-opportunities/city-cincinnati-human-services-fund-2023>
- **The application will be online via our [e-CImpact portal](#), which will open on Friday, February 24th.**
 - We will provide an e-CImpact tutorial that will help you register for the portal if needed and walk through the online application. This will be posted on our website by February 24th.
 - If you do not have an account, you'll be provided instructions to create one. If you are unsure, please contact us at humanservicesfund@uwgc.org
- Reminder email will be sent on Monday February 27th

What happens if you are awarded funding...

- The Lead Agency of the funded Collaborative will enter into a subcontract with United Way of Greater Cincinnati, as the administrator of the Human Services Fund for the City of Cincinnati, with specific milestones and agreed upon performance measures.
- Funding requirements will include regular (at minimum twice a year and no more frequently than quarterly) submissions of expense documentation and reporting of outcomes.
- The Collaborative may be asked to participate in quarterly meetings to review data, share common challenges, and support capacity building to improve data literacy and expand the use of data for decision making.
- There will be required meetings to review progress and plans at specific milestones, including: the start of the planning period, beginning of the implementation period, and in the event of significant changes to the implementation plan.

The City wants this to be a partnership not only between the collaborative partners, but also with the City itself.

Process Reminder

Application Steps

Details and requirements for proposals are explained in the Human Services Fund RFPs at <https://www.uwgc.org/for-nonprofits/funding-opportunities>



It is highly recommended you attend one of the webinars. Registration information also found on the website.



Complete the application in the e-CImpact portal.



Applications are due **on Friday April 28th** for the Impact Award

Late applications will be deemed ineligible and will not receive funding

Key Dates & Deadlines

- February 13, 2023: RFPs released
- **February 24, 2023: Application opens in online system (e-CImpact)**
- March 17, 2023, 4PM: Deadline for questions for the Service Category RFP
- March 31, 2023, 5PM: Service Category RFP Proposal Due Date
- **April 14, 2023, 4PM: Deadline for questions for the Impact Award**
- **April 28, 2023, 5PM: Impact Award RFP Proposal Due Date**
- July 2023: Notification of Grant Awards

Additional Webinars

- February 23: Q&A Webinar (Impact Award Only)
 - Register here:
<https://www.eventbrite.com/e/city-of-cincinnati-human-services-fund-impact-award-tickets-536246727397>
- March 7: Q&A Webinar (Impact Award and Services Category)
 - Register here:
<https://www.eventbrite.com/e/city-of-cincinnati-human-services-fund-qa-service-categories-impact-award-tickets-537666794857>
- March 21: Q&A Webinar (Impact Award and Services Category)
 - Register here:
<https://www.eventbrite.com/e/city-of-cinci-human-services-fund-qa-service-categories-impact-award-tickets-537693013277>
- April 11: Q&A Webinar (Impact Award Only)
 - Register here:
<https://www.eventbrite.com/e/city-of-cincinnati-human-services-fund-final-qa-impact-award-tickets-537712491537>



Thank you!

