



KCRHA

King County Regional Homelessness Authority

2025 Quarter Three Severe Weather Request for Qualifications

Information Session

July 11, 2025

Agenda

- Timeline
- Scope & Process
- Submission Review
- Salesforce
- Q&A



Timeline

Item	Date
Release Date	July 7, 2025
Information Session	July 11, 2025, 12:00 PM PST
Last Day for Questions to RFP@kcrha.org	August 4, 2025, 5:00 PM PST
Application Deadline	August 11, 2025, 11:59 PM PST
Approval/Denial Notification	Mid-September, 2025
Appeals Due	Mid-September, 2025
MSA Development Begins	October, 2025



Scope & Process

- Review the [Q3 Severe Weather RFQ](#) for full details!
- Last day for questions – August 4, 2025, 5:00pm
 - RFQ specific questions **cannot be** responded to after August 4
 - Salesforce issues/bugs can be responded to after
 - RFP@KCRHA.org



Scope & Process

- This RFQ is seeking qualifications from agencies interested in providing severe weather services for youth, single adults, and/or families currently experiencing homelessness.
- KCRHA is seeking to pre-approve agencies for severe weather response:
 - Shelter, Basic Needs Provision, and/or Referral and Support Services
 - Adverse Weather Conditions:
 - Snow, poor air quality, extreme heat and cold, extreme wind or rain, and/or other severe weather events.



Scope & Process

- Qualified agencies will sign a Master Service Agreement (MSA) with KCRHA, if not currently.
 - Agencies with a current MSA will be required to apply through this process but will not need to sign another MSA until their current MSA expires.
- As funding becomes available, or need arises, KCRHA will run a shortened Request for Proposals (RFP) for agencies identified through this process.
- Agencies only need apply once until MSA expires



Scope & Process

RFQ

- Agencies Apply
- If not approved, able to reapply during next RFQ
- If approved, move on to Master Service Agreement (MSA)

MSA

- If no previous MSA, will sign one with KCRHA
- If existing MSA exists, will go through a short amendment process

RFP

- If approved through Severe Weather RFQ and MSA signed, agencies will be able to apply for severe weather funding
- Shorter RFP process as minimum eligibility has been verified, it will be a 6-week process



Important Notes

- **No funding is awarded as part of the 2025 Quarter Three Severe Weather RFQ**, nor is there any guarantee of a contract to any entity that is successfully approved through this process.
- **Agencies seeking funds for severe weather must participate in the RFQ process.** KCRHA will run a Severe Weather RFQ twice per year to ensure agencies have ongoing opportunities to submit qualifications.
 - Agencies that are currently contracted for severe weather services that have not been approved through a previous Severe Weather RFQ must apply through an RFQ process in order to apply for and receive future funding.
 - Agencies that have applied and been approved through a previous Severe Weather RFQ process do not need to apply. Agencies will need to reapply once their 5-year MSA has expired.
 - Agencies that have applied and not been approved through a Severe Weather RFQ process are able to reapply.



Important Notes

- Once approved, agencies may apply to severe weather RFPs if they wish to receive funding; however, agencies are not required to apply for funds if they do not want to at that time.
- Once approved, an organization will remain approved for the duration of their Master Service Agreement (MSA).
- Nonprofit, for-profit, faith-based, and tribes and tribal organizations are invited to participate in the RFQ process.
- The RFQ process approves agencies who can then later apply to severe weather RFPs.
- KCRHA will review all RFQ responses and make a determination for each applicant based on the pre-established criteria stated within this RFQ. KCRHA will approve any entity that meets the pre-established criteria.



Submission Review

- To be approved under this RFQ, the organization must:
 - Pass a Financial Review
 - Meet Minimum Eligibility Requirements
 - Respond to all application questions
 - Meet all of the rating criteria:
 - Applicant will operate in King County.
 - Applicant is interested in providing services during at least one severe weather event.
 - Applicant is willing to provide at minimum one program type: Basic Needs Provision, Referral and Support Services, and/or Shelter.
- All technically compliant RFQ submissions are reviewed by KCRHA staff
- Pass/Fail
 - If an applicant does not pass, they may apply in the next RFQ



Financial Documentation

- Current fiscal year's financial statements
 - Balance Sheet,
 - Income Statement, and
 - Statement of Cash Flows, certified by the agency's CFO, Finance Officer, or Board Treasurer
- Most recent audit reports
- Most recent fiscal year-ending Form 990
- Proof of Federal System for Award Management (SAM) registration in good standing



Minimum Eligibility Documents

- Minimum Eligibility Checklist and further guidance can be found [here](#)
- At least one of:
 - Certificate of Incorporation
 - Federal/State Registry Listing, or
 - Authorizing Documents
- Certificate of Existence
- Employer Identification Number (EIN) Registration Confirmation from IRS
- Copy of Business License(s)
- KCRHA Certification of Non-Debarment and Suspension
- Proof of active System Award Management (SAM) registration and Unique Identity Number (UEI)





Salesforce

- Salesforce is our grants and contracts management system which will simplify contracting, invoicing, reporting and the RFP process for service providers.
- **All providers/applicants must register and create an account**
- <https://kcrhagrants.my.site.com/fundingprograms>




Log In to Your Account

 Username

 Password

Sign In

Forgot your password?

 New Agency Registration

Please enter your 12 digit UEI below and hit Enter

*UEI

UEI...

Complete this field.

Enter

Salesforce

- Application Review
- For more information
 - <https://kcrha.org/resources/grants-management-resources/>
 - In-depth System Guide
 - Training Videos
 - Book [Troubleshooting Sessions](#)
 - Best way to get support



Home

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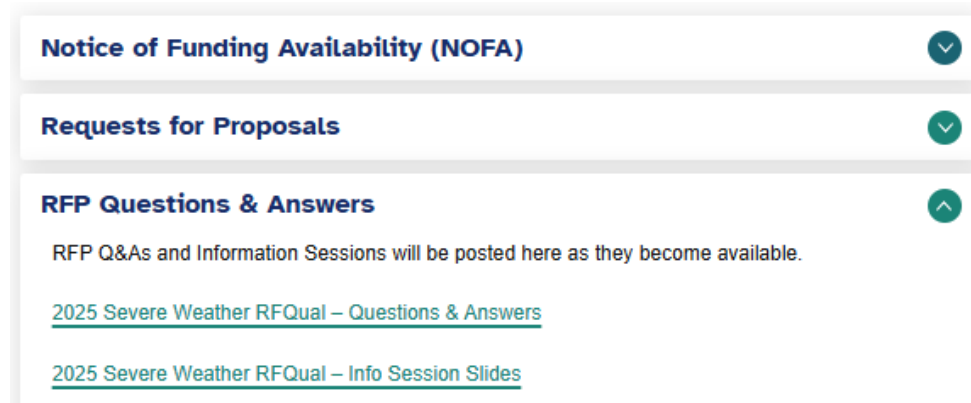
Forms Library

APPLY FOR NEW FUNDING OPPORTUNITY



For More Information

- <https://kcrha.org/resources/funding-opportunities/>
- NOFAs
- Live Funding Opportunities
- Question & Answers



Questions?





Thank you.

RFP@kcrha.org

Scan this QR code to sign up for KCRHA emails →



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