



2026 Youth Action Board Engagement Partnership Request for Information

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I. Introduction & Purpose

The King County Regional Homelessness Authority is seeking information to develop a future Request for Proposals (RFP) for services to support the Youth Action Board (YAB), a formal board comprised of youth and young adults (YYA) that are lived and living experts of youth homelessness. The YAB is part of the Seattle-King County Continuum of Care (CoC) and is required for Youth Homelessness Development Program (YHDP). The YAB guides youth federal funding applications and project implementation, providing an essential accountability function for King County youth services. YABs are a vital component to the homelessness response system, as youth experiencing homelessness face specific barriers to housing and can identify areas of improvement from this lived expertise. YABs provide thoughtful governance and insight about how to improve both system-level work and project-level practice.

KCRHA is seeking information from youth-serving partners and agencies in order to identify the scope of support needed to ensure youth and young adults are meaningfully engaged in this formal board, emphasizing leadership and positive youth development. This includes information and recommendations on YAB structure, activities, and training to empower youth and young adults. The YAB will be comprised of 13 elected members who uphold accountability measures for project proposals and developing recommendations for accountability and system success. The YAB may review relevant data to ensure program readiness and make recommendations for future youth funding priorities.

This RFI may inform a future RFP to identify an organization to support youth and young adults on the Youth Action Board. A Youth Action Board RFP may be released in 2026 with up to \$150,000 in funding with a contract existing for one fiscal year.

Important Notes

- **No funding is awarded as part of this RFI**, nor is there any guarantee of a contract to any entity that submits information through this process.
- Submissions will be reviewed by KCRHA and may prompt follow-up for additional information.
- Responses to this RFI may also inform the development of a future Request for Proposals (RFP), Targeted Request for Proposals, or another procurement process for the formal solicitation of services. This could include direct negotiations with a provider that demonstrates the necessary qualifications. Alternatively, KCRHA reserves the right to take no further action after reviewing the responses.



- Nonprofit, for-profit, faith-based, and tribes and tribal organizations are invited to participate in the process.
- Responses to the RFI are entirely optional and are not required to apply for future funding.
- Submission or non-submission of an RFI response will have no impact—positive or negative—on an agency’s eligibility, evaluation, or funding consideration in any current or future solicitations.

II. Info Session & Timeline

Action	Date
RFI Released	August 11, 2026
Information Session Webinar <i>Participation is highly suggested but not required</i>	August 17, 2026 at 12:00 PST Register here
Last Day to Submit Questions to RFP@kcrha.org	August 24, 2026, at 5:00 PM PST Q&A will be available on KCRHA website under "Funding Opportunities" drop-down menu
RFI Deadline	August 31, 2026 at 11:59 PM PST

* KCRHA reserves the right to change any dates in the RFQ timeline. Any updates, including responses to questions, will be posted on the KCRHA website under 'RFP Questions & Answers.'

** Please contact the Procurement Coordinator for accommodation requests at RFP@kcrha.org.

III. Information Requested

i. Submission Instructions

Interested respondents must submit their information, detailed below, via the [Smartsheet form](#). Only electronic submissions will be accepted; no fax or hard copies. Submit responses to questions 6-15 via a PDF through the Smartsheet form. Questions marked with an asterisk (*) are required. Skip questions that do not relate to your organization. Responses may be brief; paragraph format is not required, and bullet points are acceptable.

An Information Session will be held to review the RFI and answer questions. Information Session details can be found in the table above. Questions submitted outside of the Information Session should be submitted to the Procurement Lead via email at RFP@KCRHA.org; agencies will receive a response via email. The final day to ask questions related to process is August 24, 2026, by 5:00PM PST, to allow adequate time for all questions and answers to be posted online and viewed by all applicants. KCRHA will post answers to all submitted questions regarding the



RFI on the KCRHA website, kcrha.org, under Service Providers/Funding Opportunities, within 10 business days. It is the responsibility of each respondent to check the website for updates and answers.

Responses will be reviewed by KCRHA. KCRHA may follow up for additional information if needed. All questions and responses are for informational and planning purposes only. This request does not constitute competitive solicitation or promise to issue a competitive solicitation in the future. This RFI does not obligate KCRHA or respondents to contract for any services. Submitting responses does not commit to respondents applying to future competitions.

ii. Information Requested

Organizations interested in submitting information should answer the following questions:

Contact Information

1. Organization Name
2. Organization Address
3. Submitter Name
4. Submitter Email
5. Organization type
 - a. Nonprofit
 - b. For-profit
 - c. Faith-based
 - d. Government
 - e. Tribe or tribal organization
6. Authorized Representative
 - a. I certify that I am an authorized representative of my organization, and that the information provided in this RFI response is true and accurate to the best of my knowledge as of the date of submission.

Agency Experience

7. What expertise and experiences does your agency hold that relate to advising on youth-centered boards?
8. What qualifications does an agency need to provide to support the convening of the YAB?

Approach



9. What is the best approach to support youth and young adults in a bureaucratic and highly technical space?
 - a. What type of partnership arrangement would best enable KCHRA and a third party to support YAB operations, member engagement, and overall effectiveness? Provide a narrative overview of how funds could be spent; note that KCRA is not asking for a budget.
 - b. What services and support should be prioritized?
10. Describe the structure of meetings, the cadence and mediums of communication, and the format of events.

Best Practices and Training

11. What are the specific best practices that should be applied to focus on supporting youth and young adults with lived and living experience of homelessness?
 - a. Please provide or describe any relevant toolkits or manuals.
12. What training and/or technical assistance is required/recommended for youth and young adults to successfully hold membership in and lead a board? Youth and young adults will be expected to read technical documents and engage with a variety of partners across various institutions.
13. What training and with what frequency is recommended for agency staff so they can in best support the leadership development and training of YAB members? What accessibility considerations are there to ensure staff can foster autonomy and leadership in youth and young adults?

Funding

14. What other funding streams are available for this type of youth and young adult centric work?
15. What process is recommended for administering stipends for youth and young adults?

Systems and Partnerships

16. Describe how to best support the YAB in engaging with Child Welfare, Child Protective Services, juvenile detention centers, and other systems that engage with YYA experiencing homelessness. The YAB will focus on supporting youth and young adults



involved in these systems. What potential barriers exist to this engagement, and how can they be addressed?

IV. Disclaimer

- A. This RFI is issued by KCRHA for informational and planning purposes. It does not constitute competitive solicitation or promise to issue a competitive solicitation in the future. This RFI does not commit KCRHA to contract for any services whatsoever.
- B. All costs of responding to this RFI shall be borne by the responding party. KCRHA shall not be liable for any expenses incurred by the responder in the preparation and/or submission of the information requested in this RFI. The responder shall not include any such expenses as part of their itemized budget in their RFI submission.
- C. Responses to this RFI will become the exclusive property of KCRHA. All information provided by responders will be considered public documents, subject to review and inspection by the public at KCRHA's discretion, in accordance with the Washington Public Records Act and other applicable laws.
- D. During this RFI, Responders may revise and re-submit their responses as needed.
- E. KCRHA reserves the right to verify information provided in each response. If an insufficient number of responses are received KCRHA reserves the right to reissue an RFI, issue an RFP, execute a sole source contract or take any other action deemed appropriate by KCRHA.
- F. It is improper for any KCRHA officer, employee or agent to solicit consideration, in any form, from a responder with the implication, suggestion or statement that the responder will obtain any type of favorable treatment arising out of this RFI or that the responder's failure to provide such consideration may negatively affect the responder. A responder shall not offer or give, either directly or through an intermediary, consideration, in any form, to a KCRHA officer, employee or agent for the purpose of securing any type of favorable treatment that may arise from the RFI. A responder shall immediately report any attempt by a KCRHA officer, employee, or agent to solicit such improper consideration for any reason.

V. RFI Form Link

<https://app.smartsheet.com/b/form/019fd36c4f5c7998a602496ceb85ccb5>

