



# Louisville Metro Government FAQ and Fact Sheet

Referenced from the Safe Outdoor Space Grant Application Information Session  
August 27, 2021, 11:30 a.m. – 1 p.m.

1. Can we access the property to get an idea about the layout?

The Office of Housing provided a walk-through of the site on 9/1/21.

2. What is the process for making purchases?

Federal procurement requirements will have to be followed. The Office of Management and Budget is available for technical support regarding these requirements. The Office of Management and Budget can be reached at 502-574-3211.

3. Do you have a layout that you would like us to follow or best practices that would like us to follow?

Denver SOS model is considered to be one of the best practices. Link below:  
<https://www.coloradvillagecollaborative.org/safe-outdoor-space>

You can also view a link to the floor plan of the 212 E. College St. location [here](#).

4. Who will be on the panel to decide who gets the loan? Will they be chosen through an equity lens? What guidance about equity will be provided for the applications?

As of yesterday (8/26/21), the panel hasn't been finalized.

There will be an addendum to the NOFA that will require a more elaborate response on equity. The addendum will be forthcoming next week.

5. How was the allocation of budget determined?

RCS estimation was based on other cities' examples and the cost of other low barrier projects of this scale. It is also considered a budget guideline.

6. Are there available percentages based on each need and a recommended budget to meet the best practices mentioned?

No, we are looking to the applicants to create a budget based on the best practices provided in the applicant guide.

7. Will applicants be required to do RFPs for those providing services?

It will depend on what the other entity will be doing. There are two types of entities in federal grants – subrecipient and contractor. When you are working with contractors, you must follow federal procurement process. If you spend over \$250,000 on a contractor, then it will have to be an RFP.

If it's a subaward, the partner should use their existing subaward processes and follow the 2 CFR 200 Subpart D.

Office of Management and Budget can provide technical assistance if the applicant doesn't have processes. Call the Office of Management and Budget at 502-574-3211 with any questions.

8. Will the site allow registered sex offenders?

This location will not allow sex offenders due to its proximity to childcare centers and a school.

9. Is the 1 million covering the operations and employment for this facility? Is the city covering trash, showers, and toilets?

The 400,000 is set aside for applicants to be able to provide initial set up. The 1 million is set for the applicants to cover all amenities and services for this location annually. We are looking into what other services and amenities RCS can assist with the chosen applicant.

10. Are the tents going to come out of \$400,000?

Yes, that will be in the set-up costs designated budget of \$400,000.

Please refer to the applicant guide on page 5 what is covered.

11. I wanted to follow-up on the equity question. Does equity include race and accessibility for grassroots organizations? Is the process overcomplicated to fit this process for a smaller organization? Will applicants be encouraged to work with POC led, grassroots organizations?

RCS endorses collaboration and partnerships, including grassroots organizations.

12. Will we be using HMIS?

Yes

13. Will the applicant be able to determine their own KPIs? What will the relationship be with the city to create KPIs? Does the city already have something in mind?

RCS in partnership with the Operator of the SOS will create KPIs for this initiative. RCS has already researched, evaluated, and identified some KPIs for this strategy.

14. Will we be reporting to you all on a regular basis?

The Office of Resilience and Community Services will be having monthly check-ins and regular site visits to help identify in gaps and barriers in the first year.

15. Will the campers be allowed to use illegal substances on site?

RCS in partnership with the Operator will be assessing low barrier practices and best practices in our city and other cities to determine site rules.

16. Will IDs and TB test be required?

Per LMCO Chapter 115, all new residents at a shelter are required to provide the shelter operator with a tuberculosis medical clearance card issued by a licensed medical professional.

17. Will screening for sex offenders be required?

Yes

18. How do you envision the first day of the SOS go? Will all services and amenities need to be ready?

RCS in partnership with the Operator would hope to have everything ready on the day of opening but there is a level of understanding if all resources are not available on that day.

19. What is storage going to look like?

RCS and the Office of Housing are looking into the space to determine the best practices for placement, also considering the operator's plan. For example, a traditional tent doesn't have the room for storage and additional storage would need to be provided but Conestoga Huts have room for storage.

The Operator will be unable to use the building as available infrastructure. It needs a complete renovation before it can be used.

20. Assuming that this is success, are we looking to replicate it throughout the city to different locations?

At this time, the SOS is a pilot program but in other cities like Denver have opened more locations.

21. Would we be looking into peer support for this location?

Yes, peer support is a common best practice.

22. For lawsuits, is the person that will be running the facility liable, or will they be protected under the city?

Louisville Metro Government will have immunity as the owner of the site. However, the operating partner is solely responsible for liability insurance, to cover any/all liability associated with running this program. The OP agreement to stipulate further details and instructions required of types of insurance and limit thresholds. Metro should also be listed as additional insured on the policy.

23. Will there be benefits for the employees from the city for these employees?

No, the employees will be hired by the Operator of the organization. The employees would not be Louisville Metro employees.

24. Will the people at this location be prioritized for Section 8 or LMHA since it is considered a short-term solution?

LMG plan is to create more options for people experiencing homelessness in our city while launching this program, integrating the other approaches – Hotel/Motel, PSH, Affordable Housing.

Clients will be expected to undergo Common Assessment and working towards a housing plan that focuses on the person's needs and barriers.

25. Would the city be able to help in the purchase of a vehicle?

The applicant would need to determine if a vehicle is needed to provide services and operations for that site. If it's a determined need then it should be included in the work program and budget.

26. Will we be able to roll-over some of the 400,000 into the 1 million if some is left over?

RCS will need to reassess the scope of work when the applicant is awarded.

27. Can we utilize the services that we already provide, even if they are offsite, for this project? Can we use collaboration to meet that need?

Yes, if it's made accessible and integrated into the project. COVID guidelines would also have to be followed. This location is also right next to Salvation Army, and they offer two meals daily. Also, outreach services (organizations) are available to partner and collaborate.

28. How soon will the building be available?

Not sure about when the building will be available. The Office of Housing will be taking the lead on rehab and renovation.

29. Is there any way for someone in the camps to be employed to help with the set-up or construction of the camp? Through a work program or other format?

The Office of Housing will investigate this request. These are federal dollars which means that it falls under Section 3. Section 3 gives points to contractors that give jobs in the local area.

The City has great organizations that focus on job training and job placement. i.e., KentuckianaWorks and Goodwill

30. Where can we access information for OSHA or the Health Department guidelines for regulations on site?

If a responding Contractors/Sub-contractor does not have an Environmental Health & Safety employee on staff, they can begin the process by accessing Kentucky's Labor Cabinet at <https://labor.ky.gov/Pages/index.aspx>.

KYSAFE now has an app to download, which is a resource from the Kentucky Labor Cabinet's Division of Occupational Safety and Health Education and Training, using the app can help them stay abreast of occupational safety and health events and information. The app contains seven (7) major functional areas, Important Events, Contacts, Web Page, Messages, Toolbox Talks, Report a Hazard, and Feedback.

To access information on Health Department Guidelines, please refer to our Health Department's Website at <https://louisvilleky.gov/government/health-wellness>, and the Center for Health Equity at <https://louisvilleky.gov/government/center-health-equity>.

31. Can we use Public Works services for this site?

RCS would coordinate with Public Works to provide a dumpster and pick up at this site

32. Will veterinary services be provided for pets by the city?

Louisville Metro Animal Services will be providing large crates and veterinary care services i.e pet wellness exam, vaccination/shots, and registered microchip

Additionally, Resident Agreements will outline code of conduct, resident responsibilities, and pet rules. This will include guidance for leashing, pet walking, and clean up.

33. Can we get a map of the space with square footage?

Yes, please view a link to this map [here](#). Photos of the outside, as well as the layout of the inside are included at this link.

34. Is there a set security to client ratio?

Applicants are expected to meet local and national best practices for the staffing of this project. Projects should staff safety measures and security for three shifts to cover a 24-hour operation. Staff are expected to be trained to work professionally with evidence and strengths-based, culturally competent, trauma informed and person-centered care. Staff training examples to include first aid and Narcan training, harm reduction, trauma informed care, de-escalation, conflict resolution. Motivational interviewing styles, cultural humility, and implicit bias.

35. Will the people living in the space be subject to police arrest when they go into the camp since it's a low barrier space and people with warrants could live there?

If a tent is zipped up, people do not have to give access to the police officer without a warrant. They can consent to the search and the police wouldn't need a warrant in that situation.

36. Do the organizations have to have the supplies as soon as they open?

The scope of the budget includes 400,000K to establish operations including set up of shelters, tents, sleeping bags, tarps, etc.

37. Will the organization have a say in the building remodel?

The party selected for the administration of the program will be consulted by the Office of Housing as we move forward with the renovation. An RFQ will be issued to select an architect to start the design for the renovation of the large building as soon as Council approves the allocation. This may not be until late November.