



ADDENDUM II

DATE: March 13, 2023

TO: ALL PROSPECTIVE APPLICANTS/OFFERORS

FROM: Coral Rogers, Compliance Analyst (ARPA)

RE: Addendum II, RFP “2023 Eviction Prevention Program Request for Proposals” Q & A

The RFP Timeline is as follows:

Application Released.....	Friday, February 3, 2023
Deadline for Application Submission.....	Friday, March 17, 2023
Technical Assistance Period.....	February 10, 2023 – March 10, 2023
RFP Addendum I Released.....	February 27, 2023
RFP Addendum II Released.....	March 13, 2023
Mayor and Commission Voting Session.....	Tuesday, May 2, 2023
Period of Performance.....	June 1, 2023 – May 30, 2024

The following questions and answers are provided:

- 1. QUESTION: If clients are on a month-to-month lease, will they qualify even though they do not technically have three guaranteed months left of their lease?**

ANSWER: For month-to-month leases, the landlord would need to sign a verification that they will allow the tenant to stay for a minimum of 3 months after rental arrears are paid.

- 2. QUESTION: If one landlord has multiple tenants applying for the EPP, can the agency reuse some of their documents that apply to all of their tenants?**

ANSWER: Yes. For multiple payments to the same landlord, you are fine to re-use the landlord documentation given previously, if appropriate (W9s etc). The agency should still file a copy of the landlord documentation with each tenant file once payment has been made for recordkeeping purposes.

- 3. QUESTION: Our agency does not receive enough government funding to be audited, can we still apply?**

ANSWER: An audit is not required to apply, but applicants must submit the most recent financial review done for the organization. The awarded agency must complete a Single Audit in 2024.

4. QUESTION: Our agency's 990 is being processed, can we still apply?

ANSWER: Yes, but a previous year's tax documents should be submitted.

5. QUESTION: How long does it take for a reimbursement to be processed?

ANSWER: We typically recommend having 2 months of financial reserves available to account for reimbursement periods.

Any inquiries concerning this addendum should be directed to coral.rogers@accgov.com.

The Unified Government of Athens-Clarke County reserves the right to reject any and all proposals, to waive any technicalities or irregularities and to award the proposal based on the highest and best interest of the Unified Government of Athens-Clarke County.