



Homeless Network of Yakima County
Working for the Homeless - A Continuum of Care
www.yakimahomeless.org

The Mission of the Homeless Network of Yakima County is to advocate for the homeless people in Yakima County in order to improve quality of life, increase public awareness of issues of homelessness, impact public policy, and to prevent and end homelessness.

Letter of Intent

THE HOMELESS NETWORK OF YAKIMA COUNTY IS RELEASING THIS LETTER OF INTENT TO SOLICIT RESPONSES FROM COMMUNITY ORGANIZATIONS INTERESTED IN OPERATING A 24/7 TRANSITIONAL SHELTER TO SERVE THE AREAS CHRONIC HOMELESS POPULATION OVER A 24 MONTH PERIOD.

This LOI is in response to the community's need for a permanent shelter for the Extreme Winter Weather Sheltering program, and for the ongoing sheltering of chronic homeless populations.

Ideally, the community organization selected to operate the transitional shelter would sub-contract with partner organizations in providing the sheltering program, although this is not a requirement.

Applicants must submit completed LOI's on the organizations letterhead according to the information requested. Failure to do so may render your LOI incomplete or ineligible.

Please provide the following information in the LOI:

- Name and address of organization, name and title of person submitting letter and contact e-mail and phone number;
- Background and/or history of the organization, including any experience in building operations and project management;
- Organization's ability and qualifications to lease and operate a commercial structure (identify key members of the project operations team and briefly describe their relevant experience and duties);
- A description of buildings the applicant currently owns and or manages and how this shelter will impact the applicant's operational capacity; and
- Describe the services model that will be used to provide shelter to the chronically homeless. (If the organization will be subcontracting, describe the services delivery system and contractual relationship that will be implemented).
- Please attach with the letter a copy of the organization's most current monthly statement of income and expenses;
- Fiscal year-end organizational audit or financial statement (completed by a CPA); and
- Board of director's roster or list of principle partners.

Yakima County's acceptance of this LOI is subject to subsequent compliance reviews, including a review of the latest audit or financial statement. Preparation of a letter does not guarantee that organizations will be selected. **All completed LOI's must be emailed to Tim Sullivan or delivered to Yakima County Department of Human Services, Room 102 by 4:30 pm on September 30, 2013.** Contact Tim Sullivan at (509) 574-1522 for more information.