

2026-2027 RFP for Winter Warming Shelters
Questions & Answers
8/27/2026

Q: Is there any exception to the requirement that warming shelters must be open every night from November 15th to April 30th in counties that will not have a formal year-round shelter operating this winter?

A: Based on experience, MaineHousing has determined that this funding must be used for warming shelters that are open every night, without exception, from November 15th to April 30th.

Q: Alternatively, could an applicant have an "every night" location, with additional satellite locations as possible on colder nights, if it were all included in one application?

A: The "every night" location must be new capacity specifically for warming shelter beds and cannot be a currently available resource. This location could be paid by this grant. This grant cannot pay for the satellite locations if they are not open every night.

Q: Can you explain how the 20% and 80% reimbursement works for funding? Is that monthly or the overall total?

A: 20% of the overall total will be advanced when the contract is executed. The remaining 80% of funds will be disbursed on a reimbursement basis each month after reports and documentation have been submitted and approved. The goal is for the warming shelter operator to always have warming shelter funding from MaineHousing on-hand for cash flow purposes.

Q: Can you explain "satisfactory documentation"?

A: Each expense must have an accompanying invoice and proof of payment. Invoices should be legible, with a description of what was purchased, an amount, and a date. Proof of payment can include canceled checks, credit card statements, bank statements, or copies of service receipts.

Q: What is the turnaround time from documentation to reimbursement delivery, if the documentation is satisfactory?

A: Once a reimbursement request is submitted completely, we will process the submission and make payment within 30 days.

Q: Can you explain your definition of "meals" vs. offering snacks.

A: We would expect grantees to use their judgement in determining what is appropriately a meal. Typically, a meal includes balanced nutrition and is meant to satisfy hunger for several hours where a snack is often smaller and only meant to curb hunger until the next nutritionally balanced meal.

Q: How often do you accept reimbursement requests

A: Monthly reports/requests are required. If no expenses occur in a given month, a report should still be submitted to verify that fact.

Q: Must 100% of the 20% be spent before you request the remaining funds?

A: No, after the advancement of 20% of the grant, monthly reimbursements should be submitted. A percentage of the advancement will be netted out of each monthly reimbursement over the course of the program so that it is recouped over the grant term rather than requiring it to be spent in full before reimbursements can be made.

Q: If organizations have no additional funding resources, will MaineHousing consider other reimbursement models?

A: This model was created so that no other sources of cashflow should be necessary as long as reimbursement requests are submitted to MaineHousing on time. The turnaround time from MaineHousing should allow reimbursement before the 20% advance is used in full.

Q: Is there a total amount of funding offered, or a per day maximum?

A: MaineHousing prefers not to set a maximum amount per bed or per shelter for applicants, as we do not know what to anticipate for applications and for number of beds in certain locations.

Q: Can costs associated with securing, maintaining, or otherwise preserving a shelter facility for continued emergency shelter be included in the grant reimbursement process?

A: This could be considered an allowable expense if the total budget does not exceed the per bed cost ultimately set for this program.

Q: Is MaineHousing open to including subawards in proposals?

A: MaineHousing has created this program in as simple a way as possible so that we do not take any administrative fees, allowing 100% of the State's funding to go to the warming shelters. For this reason, MaineHousing does not allow subawards and can only contract with one entity who must be solely responsible for the services provided.