2022 Indiana Supportive Housing Institute Orientation and RFP Application

CSH & IHCDA
October 6, 2021

www.csh.org
Your Presenters

Lia Hicks
Senior Program Manager
CSH

Zach Gross
Supportive Housing Manager
IHCDA
Today’s Agenda

1. Supportive Housing Overview
2. Institute Overview
3. Institute Objectives and Benefits
4. Eligible Teams and Eligible Projects
5. RFP Application and Selection
The 2022 Indiana Supportive Housing Institute is made possible through the generous support of the Indiana Housing and Community Development Authority (IHCDA)
What Is Supportive Housing?

- A cost-effective combination of permanent, affordable housing with flexible voluntary services that help people live more stable, productive lives.
Supportive housing is designed to serve persons experiencing homelessness who have significant vulnerabilities. Examples include:

- Individuals/families with a disability;
- Individuals/families with serious mental illness;
- Individuals/families with substance use disorder;
- Individuals/families with intellectual developmental disorders; or
- Other highly vulnerable individuals

This group of individuals often has difficulty accessing the array of supportive services necessary to help them thrive in their communities.
Indiana’s signature tool to develop permanent supportive housing

- A means to develop quality supportive housing aligned with multiple funding streams

- Supportive Housing is not a solo act
  - Build capacity of teams to develop supportive housing
  - Develop projects in partnership from concept to operations
The Institute Provides

- Targeted Training & Group Exercises
- Technical Assistance
- Predevelopment Financing

© All rights reserved. No utilization or reproduction of this material is allowed without the written permission of CSH.
Institute Objectives

1. Understand the Housing First model including voluntary services, harm reduction, and eviction prevention

2. Identify the roles and responsibilities of each partner and establish how the team will work together

3. Create tenant selection plans, property management plans, and tenant leadership/engagement plans

4. Understand the various elements of financing supportive housing and develop preliminary budgets

5. Set minimum standards for design criteria and site selection
Institute teams will have:

- A detailed, individualized supportive housing plan that can be used to apply for funding from multiple sources;
- The opportunity to apply for early pre-development financing through CSH Pre-development Initiation Loans;
- Improved skills to operate existing supportive housing and develop new projects
Institute teams will have:

- A strong, effective development, property management and service team that leverages the strengths of each team member;
- A powerful network of peers and experts to assist in project development and to trouble-shoot problems;
- Post institute technical assistance from CSH to be defined through a shared Memorandum of Understanding; and
Institute Benefits

Institute teams will have:

- Access to capital financing & rental assistance from IHCDA.
2022 Institute Target Population

- Supportive housing developments produced as a result of the 2022 Institute will be expected to prioritize the first eligible household in Coordinated Entry without additional target population criteria or preferencing.
- CE is a process in which households experiencing homelessness are assessed using a common tool to determine vulnerability and placed on a dynamic list for referral to housing resources.
- CE ensures that the most vulnerable eligible households in each community are prioritized for housing assistance.
Eligible Supportive Housing Developments

- 100% supportive housing developments are eligible to apply for the 2022 Institute
- This year’s Institute developments will be eligible for HOME Investment Partnerships Program American Rescue Plan (HOME-ARP) funds and National Housing Trust Fund (HTF) dollars for a total of up to $5 million dollars per project
- Institute teams may request a loan through the Development Fund contingent on availability of funds

© All rights reserved. No utilization or reproduction of this material is allowed without the written permission of CSH.
- These funds will be set-aside specifically for 2022 Institute teams and are non-competitive; however, teams must meet all threshold eligibility requirements, including:
  - compliance with HOME and HTF requirements
  - meeting IHCDA’s underwriting and subsidy layering review
  - successful completion of the Institute and Institute deliverables

- Teams must submit a HOME/HTF application to IHCDA within 18 months of completing the 2022 Institute to remain eligible for this set-aside

- Development teams will have access to project-based rental assistance through IHCDA
Supportive Housing Requirements

- Housing is permanent and affordable
- Tenants hold leases and acceptance of services is not a condition of occupancy
- Housing is based on the housing first model which includes eviction prevention and harm reduction strategies
- Comprehensive case management services are accessible by tenants where they live and in a manner designed to maximize tenant stability and self-sufficiency
Supportive Housing Requirements

- The supportive housing development must utilize the Continuum of Care Coordinated Entry system for tenant selection.
- The supportive housing development must design tenant screening in a manner that ensures tenants are not screened out for having too little or no income, active or a history of substance use, a criminal record (with exceptions for program mandated restrictions), or a history of victimization (e.g. domestic violence, sexual assault or abuse).
- The development must report through the Homeless Management Information System (HMIS) regardless of funding source.
The following proposals will **not** be accepted:

- Emergency shelters
- Transitional housing
- Shared housing such as group homes
- Recovery houses
- Proposals from teams that are suspended or debarred from participation in IHCDA programs
- Tax credit projects
Eligible Teams

Team Composition

- Must include:
  - A designated team leader
  - Housing developer/owner partner
  - Supportive service provider partner
  - Property management partner

- May include:
  - Award administrator or consultant
  - City development staff
  - Local housing authority staff
  - Other local partners as appropriate

Limitation on developers and consultants

- A developer/owner partner can only be listed on 1 RFP response
• **Expectations**
  - Teams commit to following through on a project concept but to being flexible about making appropriate changes
  - Teams attend ALL sessions and submit documents by established deadlines
  - Learn with us and your peers – participate in training
  - We’ll provide you with the knowledge, information, and connections you need to accomplish your goals

• **MOU w/ CSH**
  - This will include ongoing technical assistance following the Institute
What Makes a Successful Team?

- Passionate about ending homelessness and understand the target population
- Appropriate partners are included
- The planned level of services meets the needs of the population
- Experience in developing supportive and/or affordable housing
- Leverage local resources
What Makes a Successful Team?

- The most successful teams who have completed the Institute have had all team members attend each institute session.

- These partners have been in decision-making roles at their agencies/organizations and have had the buy in to attend and fully participate in each session of the Institute.

- It is difficult and rare for one organization to be able to fulfill each of these roles. It is essential that you seek out experts in each area to take part in your team.
RFP Application Timeline
- November 22, 2021: RFP Applications Due by 5:00 p.m. Eastern Time
- The week of January 10, 2022: Team Selection Announced

Access the application at:
- [www.csh.org](http://www.csh.org) or [www.in.gov/ihcda](http://www.in.gov/ihcda)

Applications must be submitted electronically to:
- [Indiana.Institute@csh.org](mailto:Indiana.Institute@csh.org)
Three Sections:

Project Information
- Site Location

Team Composition
- Who is on your team

Application Narrative
- Project Concept
- Past Experience and Partnership
- Collaborative Experience
- Disproportionate Impact/Racial Equity
Attachments

- Cover page- RFP Cover Page available at
  [2022 Supportive Housing Institute Cover Sheet FINAL 8-31-21.pdf](#)

- Attestation of Commitment of Institute Requirements available at
  [2022 Attestation of Commitment to Institute Requirements FINAL 9-8-21.pdf](#)

- Most recent audited financials and year-to-date current financials for those fulfilling a primary role as developer, owner and supportive services provider

- Letters of commitment from the Executive Director or CEO of each organization attending the Institute, addressing the required items listed in RFP
Writing a Successful RFP Application

- Develop relationships and bring successful partners on board at the time of application

- Do NOT assume we know about your project or your organization. Please write a detailed narrative for all questions while respecting the length requirements

- Provide relevant supporting data

- Every team will need to have a strong leader who will be able to drive this project forward
The 2022 Institute
• Maximum of 8 teams
• Depending on quality and quantity of responses we reserve the right to select fewer than 8 total teams
Selection Considerations

- Capacity and experience of the team members, including financial stability
- Quality of the response to the application narrative questions
- Demonstrated local need for supportive housing
- Alignment with the mission and goals of the Institute
All teams will be required to either:

(1) Demonstrate available cash reserves to work on your project during the Institute process; OR

(2) Apply for a Pre-development Initiation Loan from CSH. This is a 0% interest forgivable loan, not to exceed $50,000.
Timeline (subject to change)

- Institute Session I – February 8-10, 2022
- Institute Session II – March 8-10, 2022
- Institute Session III – April 12-14, 2022
- Institute Session IV and Finale – May 18-19, 2022
- Location: TBD based on Covid guidance
- May session may include celebration dinner and finale presentation to funders
Wrap up

RFP questions must be submitted in writing to: Indiana.Institute@csh.org

RFP, FAQs, & slides accessible at www.csh.org:

Indiana Supportive Housing Institute - CSH
Contact Information

- Zach Gross
  zagross@ihcda.in.gov
  317-232-3564

- Lia Hicks
  lia.hicks@csh.org
  317-499-4773