



# APPLICATION

2023

Oregon Supportive Housing Institute

## TEAM MEMBER INFORMATION

Please provide contact information for each member of your development team. Supportive Housing Institute teams must consist of at minimum a supportive service provider partner, a housing developer/owner partner, and a property management partner. **Applicants may apply without having identified all of their team members, but must agree to work with the Oregon Housing and Community Services (OHCS) and Corporation for Supportive Housing (CSH) to identify these partners.** Teams will be limited to a maximum of five Institute participants, or six participants *if* including lived expertise representation, e.g. Peer Support Specialist. Each team must identify a Team Lead who will take responsibility for managing the team through the development and planning process and serve as the primary contact.

**Team Lead and Primary Contact:** Please list one (1) Team Lead who will be responsible for carrying out the teams’ responsibilities during the Supportive Housing Institute, and who will oversee the process from Institute to project completion.

NAME:	
TITLE:	
ORGANIZATION:	
ADDRESS:	
CITY, STATE, ZIP CODE:	
EMAIL:	
PHONE:	
ROLE:	

**Project Team:** Please list up to five (5) additional team members\*. Roles across Institute project teams can include, but are not limited to: Developer, Property Manager, Service Provider, Owner and/or Staff Member with Lived Experience.

\*Teams with lived expertise representation can be made up of 5 team members and *one* Team Lead. Teams without lived expertise representation are limited to 4 team members and *one* Team Lead.

Name and Email	Organization and Location	Role

# PROJECT CONCEPT

**Site:** Please list up to three (3) potential sites your team is considering for your project

Address(s) or General Location	Site Control (Y/N)	New Construction or Rehab

**Design Concept:** Please provide *estimates* of the following:

<b><u>Total # of Units</u></b>				
<b><u>Total # of Buildings</u></b>				
<b><u>Single Site (100% PSH) or Integrated (specify % PSH)</u></b>				
<b><u>Unit Type:</u></b>	<b><u>PSH</u></b>	<b><u>0- 30% AMI (Not PSH)</u></b>	<b><u>30- 60% AMI</u></b>	<b><u>60- 80% AMI</u></b>
<b><u># of SRO Units</u></b>				
<b><u># of Studio Units</u></b>				
<b><u># of 1 BR Units</u></b>				
<b><u># of 2 BR Units</u></b>				
<b><u># of 3+ BR Units</u></b>				
<b><u>If unknown, please explain why:</u></b>				

\*Integrated refers to partial PSH. Please specify percent PSH within the project. Integrated PSH projects must contain at least 5 PSH units.

**Focus Population:** If you plan to serve multiple populations experiencing chronic homelessness, please describe which population is primary and why multiple populations were chosen.

Focus Population	# of Units

# APPLICATION NARRATIVE

Please include a short narrative responding to each question listed below. Narrative may not exceed six (6) pages typed, not including prior charts and tables. **All questions must be answered as a narrative summary, providing and referencing attachments is not sufficient.**

## **Organizational Background (10 points):**

1. Briefly describe the vision and mission of your proposed project. How do the principles of Housing First relate to the project concept? (5 points)
2. Address how you will partner with appropriate health and service providers, local government, local Public Housing Authority and other public systems (e.g., justice, health systems, homeless system, child welfare and/or others, including connection to Continuum of Care (CoC) Program). If additional capacity is needed before this project is placed in service, describe the steps that will be taken to ensure success. (5 points)

## **Project Readiness & Accessibility (8 points):**

1. Briefly describe and demonstrate evidence of site control or future site control – acceptable forms may include: a recorded deed or conveyance showing the Applicant is the owner of the site, a valid purchase and sale agreement, a valid option to purchase, a valid option for a long-term lease, or other evidence satisfactory to OHCS. (Site control is not required but to receive points, a team must have site control or are in the process of obtaining site control. For scoring criteria, see pg. 6 of the 2023 Oregon Supportive Housing Institute RFA for scoring criteria.) **(3 points)**
2. Briefly describe the location of your proposed project in terms of accessibility; Describe how your project can assure residents will be able to access services, employment, grocery stores, medical needs, etc. (If no location is known at this time, describe how will the team prioritize location accessibility when selecting site; minimum needs). **(5 points)**

## **Need for Project and Equity (10 points):**

1. Using demographic information and other quantitative and qualitative data, demonstrate the need for PSH units in your community. In addition, describe how your project addresses this need in relationship to the disproportionate impact of homelessness and other systems (e.g., health, child welfare, justice, etc.) on Black, Indigenous and People of Color (BIPOC). Specifically describe how your project will be inclusive of communities of color and/or other historically underserved communities that are over-represented in the homeless population in comparison to the general population. Needs documentation may include HMIS data, the local Point-in-time (PIT) count or other sources such as supportive housing stock and/or CoC data to demonstrate the need for the project. **(10 points)**  
*NOTE: OHCS PSH-specific development funds, rent assistance, and services funding is intended toward those experiencing chronic homelessness; OHCS development resources from other funding opportunities allow a broader spectrum of PSH delivery*

**Project Concept (16 points):**

1. Briefly tell us about your project and what you hope to do, including program design and initial plan for services and other partnerships. **(5 points)**
2. Briefly describe how culturally specific/culturally responsive organizations/programs and other equity measures will be available to tenants who are members of communities of color and other historically marginalized populations. Please attach any agreements with service organizations. **(5 points)**
3. Provide information on how tenant voice is part of the project design, including how tenant voice is integrated within your Institute team. This includes those who identify as BIPOC and/or other historically marginalized communities and/or serve people that identify as members of the communities in planning for this project. **(5 points)**

*\*SCORING NOTE:* One (1) additional point will be given to projects that intentionally serve marginalized communities including BIPOC, LGBTQ2S+, Native, Rural, and other intersecting identities

**Experience & Capacity (6 points):**

1. Provide a narrative describing experience delivering PSH or other housing with services for the developer, property management and service provider on the project team (respond for each group). Each group must have experience in the role they are playing in the project, although supportive housing experience specifically is not required. **(5 points)**
  - a) For those team members/organizations with experience with PSH, describe the experience and how similar or dissimilar it is with this project; For those team members without experience with PSH, describe the commitment to Housing First and PSH in the delivery of this housing project.

*\*SCORING NOTE:* One (1) additional point will be given to project teams that include at least one BIPOC-led, Native-led and/or Culturally Specific/Responsive organization.

**Participation Needs (NOT scored):**

This section is **NOT** scored. Barriers to technological access have no impact on the cohort selection process.

1. Accessibility to technology for remote (virtual) trainings; For virtual Institute sessions, all team members will be required to have access to a computer and reliable internet. Team members will need access to video camera/mic or headset.
  - a) Are there any special accommodations we should know about?

## APPLICATION ATTACHMENTS

- Please submit the following documents in an electronic format (PDF preferred) along with your application: Copy of 501(c)3 tax exemption for applicable partners.
- Letters of commitment from project partners attending Supportive Housing Institute.