



2024-2025 Supportive Housing Institute & Technical Assistance: Request for Proposals (RFP)

CSH is excited to announce an opportunity for county/development teams to apply for the Supportive Housing Institute training to create supportive housing that advances local efforts to end and prevent homelessness; addresses housing needs identified through the Stepping Up initiative; and/or stabilizes vulnerable youth and families involved in child welfare systems, facing separation or homelessness. The CSH Institute has a strong record of accomplishment across the country, with graduates experiencing an over 80% success rate in bringing projects into operation. The Institute will provide training and technical assistance to both new and experienced development teams. Teams receive intensive training over 5-months including individualized technical assistance and support to assist in planning quality projects. CSH Subject matter experts from across Ohio will provide insight on coordinating services and property management, building a race equity culture, financing, funding and trauma-informed design.

Schedule of Activities

Teams will receive 9 training sessions including a finale session. In between the sessions, remote and local consultation and technical assistance will be provided. Group training will be offered to promote peer-to-peer learning opportunities with all the counties/teams selected.

Teams will be offered the opportunity to participate in other CSH trainings including funding application trainings, housing first, and case management best practices for justice-involved populations.

All activities will take place between September 2024 and January 2025 on Wednesdays.; in-person session will be held in downtown Columbus from 9:30 AM - 4 PM and virtual from 9 AM - 12 PM. Virtual sessions will be held on ZOOM or TEAMS. Calendar holds will be sent upon team selection. Calendar subject to change; will provide ample notification.

Dates:

September 11th In-Person: Orientation and Kickoff meeting

September 25th Virtual: Project Concept/Partnership Roles

October 9th In-Person: Design

October 23rd Virtual: Supportive Services

November 20th In-Person: Services & Operating Budgets

December 4th Virtual: Development & Capital Budgets

December 18th Virtual: Property Management

January 8th, 2025, In- Person: First Year & Fair Housing Quality

January 22nd In-Person: Finale and Project Presentations

January 2025 – February 2025: Technical Assistance around tax credit applications

Participation Benefits

Upon completion, teams will have:

- A detailed, individualized supportive housing plan that can be used to apply for funding from multiple sources;
- Improved skills to operate existing supportive housing and develop new projects serving people who experience multiple barriers to housing;
- 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 troubleshoot problems; and,

Deliverables

Over the intensive technical assistance, teams will work to develop individual supportive housing project plans. Among the expected team deliverables are:

- Memorandum of Understanding among members of the supportive housing development team, outlining the roles and responsibilities of each partner;
- Preliminary project proposal and budgets; and
- Preliminary feasibility analysis for potential housing site
- Detailed service delivery plan for specific target populations;
- Outreach, Engagement and Tenant selection plans;
- Tenant Leadership plan;
- Management plan;
- Operating policies and protocols between services provider and property manager;
- Community support plan

Target Populations - Must identify one primary population

- Households who are experiencing chronic homelessness or high vulnerability based on Continuum of Care coordinated entry assessments;
- Individuals and families at risk of long-term homelessness who are prioritized through the local Stepping Up Initiative or mental health board due to repeated use of crisis, hospital, and criminal justice services.
- Children and families utilizing child welfare systems and/or families and children at risk for separation
- Transition Age Youth (TAY) and families facing separation and homelessness due to behavioral health challenges and lack of stable housing.

Eligible Teams

Eligible teams must include, at a minimum, a designated team leader, a housing development/owner partner, a supportive service provider partner, and a property management partner. The designated team leader may be the development/owner, service, or property management partner. Developers must have experience with affordable housing. Additional team members may include local city development staff, local housing authority staff or CoC representative.

To be eligible for participation, teams must be able to commit to attending to all trainings and commit to taking project concept from idea to completion with the goal of having supportive housing units placed in service.

Eligible Supportive Housing Projects

- Minimum project size for housing is 10 units of supportive housing;
- Housing is permanent and affordable where tenants hold leases and acceptance of services is not a condition of occupancy;
- Comprehensive case management services are accessible by tenants where they live and, in a manner, designed to maximize tenant stability and self-sufficiency;
- The housing development may be either 50%+ supportive housing or integrated supportive housing where 25% of the total units (with a minimum total of 40 units of which 10 are SH) are made available to one or more of the target populations; and,
- The supportive housing development and/or integrated supportive housing must participate in the Continuum of Care Coordinated Assessment/Access system if the target population is chronically homeless.

Proposals to develop emergency shelters, transitional or shared housing, such as group homes or shared apartments, will NOT be considered.

Selection

For CSH and its partners to provide appropriate technical assistance, the 4 County Project will be limited to up to 7 teams. Consideration will be given to demonstrated need, financial stability of the primary sponsor, quality of the response to the application and alignment with this RFP.

Application Instructions

Accepted applicants will be required to submit a payment of \$500 per team via ACH or written check. More instructions on this will be provided among receiving an acceptance letter.

Application Deadline: Monday August 23, 2024, by 5:00 pm EST

The Application Review Team will evaluate all proposals and notify applicants of their selection by August 30, 2024. Submission of an application represents a commitment for the team to attend all institute sessions. The application must be completed in its entirety. Incomplete applications will not be considered. The full application can be downloaded using this link:

[Access the full application here](#)

Submission: Submit an electronic copy of the application and the attachments to CSH by email to: holly.evans@csh.org

Questions: If you have questions, please submit them in writing to amandarodriguez@csh.org