



2024 Georgia Supportive Housing Institute Application for Teams TEAM MEMBER INFORMATION

The Georgia Supportive Housing Institute is the state’s inaugural endeavor that will bring together housing developers/owners, homeless service and healthcare providers, property managers and other sponsors to learn and navigate the process of developing quality supportive housing (SH) and more efficiently seek and obtain funding for projects by improving the planning, development, and initial project implementation. Organizations that operate as housing developers, service providers and other project roles that are aligned with supportive housing are welcomed and encouraged to apply.

Please provide contact information for each member of your project development team. Supportive Housing Institute teams must consist of at minimum a supportive housing service provider partner, a housing developer/owner partner, and a property management partner. **Teams are limited to a maximum of six (6) institute participants, or seven (7) participants if including lived expertise representation, e.g. Peer Support Specialist or Community Collaborator.** Each team must identify a team leader who will take responsibility for leading the team through the development and planning process and serve as the primary contact. For more information, please see the Request for Applications (“RFA”).

Team Lead and Primary Contact: Please list a Team Lead who will be responsible for ensuring the team carries out its responsibilities during the Supportive Housing Institute.

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

Project Team: Please list up to six (6) additional team members. Roles across institute project teams can include, but are not limited to: developer, development consultant, property manager, service provider, owner and/or peer support staff member/local community collaborator with lived experience.

Name	Email	Organization and Location	Role

PROJECT CONCEPT

Supportive housing (SH) is a proven solution to ending homelessness that combines affordable housing, that has no time limit on residency assigned to it, with services which help people who face the most complex challenges and are often those most likely to be historically marginalized, to live with stability, autonomy and dignity.

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

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

Design Concept: Please provide estimates of the following:

Total # of Units					
Total # of Buildings					
Unit Type & Area Median Income (AMI):	0 - 30%AMI (SH)	0- 30% AMI (Not SH)	30- 60% AMI	60- 80% AMI	Over 80% AMI
# of Studio Units					
# of 1 BR Units					
# of 2 BR Units					
# of 3+ BR Units					
If unknown, please explain why:					

Focus Populations: Please refer to the Request for Applications for a detailed description. For the purposes of the Institute, all projects are required to include SH units to serve at least one or more populations to include [Chronically Homeless](#), as defined by HUD; Homeless, as defined by the [McKinney-Vento Homeless Assistance Act](#), Qualifying Populations under the [HOME-ARP Program](#), persons living with a disability or substance use disorder; other individuals who are experiencing or at risk of homelessness and institutionalization; and other populations listed in the RFA. Please include the anticipated focus population; if you plan to serve other groups than this priority population, please describe the additional populations and why they were chosen.

Focus Population (s)	# of Units

APPLICATION NARRATIVE

Please include a short narrative responding to each question listed below. The narrative may not exceed three (3) pages typed, not including prior charts and tables or application attachments. **All questions must be answered as a narrative summary; providing and referencing attachments will not be sufficient responses (except where noted below).**

Organizational Background *Note: Response to the Organizational Background section is required, but not scored.*

1. Briefly describe the vision and mission of your proposed project. How do the principles of Housing First (as defined by HUD) relate to the project concept?
2. Briefly describe how your team was selected. If you do not currently have team members representing all roles, please describe efforts made and challenges encountered.
3. Briefly describe any anticipated project-related capacity and/or resource concerns that you plan to address during the Supportive Housing Institute.

Experience & Capacity (up to 12 possible points)

1. Provide a narrative of experience delivering PSH 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. For those team members 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. **(9 points)**
2. Describe if your development team organizations meet the requirements of a Qualified Business (“QB”) as defined in the Georgia Department of Community Affairs (“DCA”) Qualified Allocation Plan (“QAP”). Please describe based on the definitions provided below. **(3 points)**

QB is a certified minority-owned or woman-owned organization. The following requirements must be met:

- The QB meets one of the following:
 - QB self-certifies as a minority-owned or woman-owned business (for-profit entities)
 - A majority of QB board members self-certify as a minority or woman (nonprofit entities)
- QB conducts business in housing or real estate, evidenced by the respective North American Industry Classification System (NAICS) Codes.
- QB is not a Related Party to an individual or entity that has sufficient experience to receive “Qualified” or “Qualified with Conditions” designations (see Threshold Project Team Qualifications within Section XVIII of the QAP).

Project Concept & Planning (up to 13 possible points)

3. Will the project team commit to serving at least one (1) of the following populations[#] in the proposed development? **Yes/No (3 points)**
 - Homeless, as defined in section 103(a) of the McKinney-Vento Homeless Assistance Act ([42 U.S.C. 11302\(a\)](#));

- At-risk of homelessness, as defined in section 401(1) of the McKinney-Vento Homeless Assistance Act ([42 U.S.C. 11360\(1\)](#));
 - Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, as defined by the Secretary;
 - Other populations where providing supportive services or assistance under section 212(a) of the Act ([42 U.S.C. 12742\(a\)](#)) would prevent the family's homelessness or would serve those with the greatest risk of housing instability;
 - Chronically homeless, as defined by HUD;
 - Persons living with a disability, including but not limited to persons living with severe and persistent mental illness who qualify under the DOJ Settlement Agreement;
 - Persons living with a substance use disorder;
 - HOPWA-eligible population;
 - Transition-Aged Youth, or youth/young adults aging out of foster care;
 - Reentry population.
4. 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. **(3 points)**
 5. Does the project team have partnerships with appropriate health and service providers, local government, local public housing authority and other public systems (e.g., justice, health systems, homeless response systems [Continuum of Care], child welfare and/or others) who would help advance your project and meet tenant needs? If so, please describe. **(4 points)**
 6. Provide information on how tenant voice is (or will be) part of the project design, including if your team includes a member of the priority population for your project. Describe what expertise or measures are in place to ensure the project best supports the focus population. This includes those who identify as BIPOC and/or other historically marginalized communities and/or serve people that identify as members of the priority populations planned for this project. (3 points)
 7. Accessibility to technology for remote (virtual) trainings; Some institute sessions will be held virtually, requiring all team members to have access to a computer and reliable internet connectivity. Team members will need access to video camera/mic or headset. Are there any special accommodations we should know about? **(this question is not applicable for scoring)**

Project Readiness & Accessibility (up to 15 possible points):

1. Briefly describe and demonstrate evidence of site control – acceptable forms may include: deed, purchase agreement, option, or long-term ground lease. **(5 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). **(10 points)**

Total Eligible Points for Team Applicants: 40 points across all scoring categories.

Qualifying Populations under the [HOME-ARP Program](#)

(* *Refer to the Request for Applications Addendum for definition and details.*

APPLICATION ATTACHMENTS

For each organization participating in the Supportive Housing Institute, please submit the following documents in an electronic format (PDF preferred) along with your application:

- **Mission Statement**
- **Current list of board members** for each organization
- **Current Audited Financials for the most previous fiscal or calendar year**
- **Letters of Commitment** from the Executive Director or Chief Executive Officer for each organization.

The letters should address the following items:

- a. Commitment to developing a supportive housing project through the initiative and fulfilling the primary role for which the organization is responsible.
- b. Capacity to dedicate time to the institute; it is understood that some organizations may participate that are new to developing supportive housing and we want to ensure that appropriate staff time and capacity is dedicated to this initiative.
- c. Commitment to communicate with the board (non-profits) or executive leadership (for profits) throughout the process to ensure board and executive leadership support.
- d. Commitment for senior level staff and other staff as needed to participate in Institute sessions as described in the RFA; and,
- e. Commitment to develop supportive housing that meets the requirements listed below:
 - 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.
 - 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).