



GEORGIA DEPARTMENT  
of COMMUNITY AFFAIRS

## 2025-2026 Georgia Supportive Housing Institute Application

### TEAM MEMBER INFORMATION

The Georgia Supportive Housing Institute 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").

If interested in applying as an individual developer, service provider or other participant that has not yet formed a team, please attend the team matchmaking event on July 17, 2025 (virtual format). Post-event, parties will be expected to meet independently to design a project concept and apply as a team. DCA intends to primarily accept established teams as part of the 2025-26 Institute. However, subject to DCA discretion, DCA may allow individual participants to apply to join a conceptual team. The application process below will be the same for individual applicants. Please complete all the questions that are applicable to you as an individual applicant.

The following application is for a team: ☐

The following application is for an individual and I understand that  
I may be placed on a conceptual team if accepted: ☐

**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.

<b>NAME:</b>	
<b>TITLE:</b>	
<b>ORGANIZATION:</b>	
<b>ADDRESS:</b>	
<b>CITY, STATE, ZIP CODE:</b>	
<b>EMAIL:</b>	
<b>PHONE:</b>	
<b>ROLE:</b>	

**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:					

## APPLICATION NARRATIVE

Please include a short narrative responding to each question listed below. **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 formed. 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 14 possible points)**

4. Provide a narrative of experience delivering Supportive Housing (SH) by the developer, property management and service provider on the project team **(please respond and describe this for each entity)**. 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 SH, describe the experience and how similar or dissimilar it is with this project; For those team members without experience with SH, describe the commitment to Housing First and SH in the delivery of this housing project. **(12 points)**

5. Describe if the development team entails a partnership between a Certifying Entity<sup>1</sup> (developer) and an Emerging Developer<sup>2</sup>, where the Emerging Developer entity does not meet the eligibility as a Qualified Certifying Entity. Strong preference given for the Emerging Developer to have an ownership interest within the project. **(2 points)**

**Project Concept & Planning (up to 10 possible points)**

6. Will the project team commit to serving at least one (1) of the following populations in the proposed development? **Yes/No (3 points)**

Population	Y/N
Homeless, as defined in section 103(a) of the McKinney-Vento Homeless Assistance Act ( <a href="#">42 U.S.C. 11302(a)</a> )	
Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, as defined by the Secretary	
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	

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<sup>1</sup> Certifying Entity as defined in the Georgia Qualified Allocation Plan (QAP) is a developer that that currently owns and operates five or more Successful Tax Credit Projects that were Placed in Service the time periods specified within the QAP and the relative annual LIHTC Competitive Round; or is considered Qualified with Conditions or Qualified as Probationary, as defined within the most currently published QAP.

<sup>2</sup> Emerging developers are those that have never completed a Low-Income Housing Tax Credit (LIHTC) housing development project independently.

7. 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)**
8. 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 minority populations and/or people who face trauma and complex barriers to access housing and supportive services. **(3 points)**

9. 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 accommodation we should know about? ***(this question is not applicable for scoring)***

**Project Readiness & Accessibility (up to 14 possible points):**

10. Briefly describe and demonstrate evidence of site control – acceptable forms may include: deed, purchase agreement, option, or long-term ground lease. **(4 points)**



11. Briefly describe the location of your proposed project in terms of amenities and 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 the team will prioritize location accessibility when selecting site; minimum needs). **(10 points)**

**Total Eligible Points for Team Applicants: 38 points across all scoring categories.**

## APPLICATION ATTACHMENTS

For **each** organization participating in the Supportive Housing Institute within the project team, 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).