

RFP: Homeless Housing and Assistance Program (HHAP)

OVERVIEW

On June 15th, the Homeless Housing and Assistance Program (HHAP) hosted a webcast providing an overview of a Request for Proposals (RFP) for supportive housing projects released on June 5th by the New York State Office of Temporary Disability and Assistance (OTDA). This program, for which up to \$64 million was appropriated in the State FY 2017-18 budget, provides funding under HHAP for projects to acquire, construct or rehabilitate housing for low-income individuals or families who are homeless or at risk of homelessness.

The webcast presentation is available [here](#). The full RFP is available [here](#). Applications will be accepted on a rolling basis starting on June 23rd.

FUNDING

Only capital funding is available through this RFP; operating funds must be obtained elsewhere. The State FY 2017-18 budget appropriated a total of \$64 million in capital project funding for the HHAP program. Additional funding may be available through special purpose appropriations. If such appropriations are made, they will be announced as an addendum to this RFP and posted on the OTDA's website [here](#).

Funding parameters for the State Fiscal Year are as follows:

- No single award shall exceed \$10 million;
- No single sponsoring organization shall receive a combined total of more than 25% of funds available;
- No single geographic area shall receive more than 60% of funds available;
- 65% of funds available shall be awarded to permanent supportive housing; and
- Only two submissions of the same application are permitted.

Priority for funding under this RFP will be given to applications for projects that:

- Have been awarded Empire State Supportive Housing Initiative (ESSHI) operational funding;
- Are developed in accordance with the NY/NY III Agreement for chronically homeless single adults with a serious mental illness (SMI) or who are mentally ill chemically addicted (MICA); or
- Target homeless veterans, by demonstrating need in the community, establishing linkages with supports for veterans, and setting aside at least 50% of the homeless units in the project for veterans.

ELIGIBLE APPLICANTS

Applications may be submitted by the following entities:

- Not-for-profit 501(c)(3) agencies;
- Charitable organizations;
- Jointly-owned entities in which one of the above organizations maintains a majority ownership interest in and control of the joint entity and has an approval role in project development and management;

- Municipalities; or
- Public corporations.

Organizations may apply as a single applicant, as co-applicants, or as a single applicant working with a supporting organization. Applicants with limited experience in housing development and management are encouraged to partner with other organizations.

ELIGIBLE POPULATIONS

Projects must support housing for individuals or families who are homeless. Projects that plan to house both homeless and non-homeless populations will only receive funding for the portion of the project that will serve the homeless. Housing developments may serve a mixed population of the homeless or an identified special needs homeless population, including but not limited to:

- Persons with a mental disability, including persons who are chronically homeless;
- Families;
- Single adults;
- The elderly;
- Physically disabled persons;
- Persons with HIV/AIDS;
- Youth, including young adults aging out of foster care;
- Domestic violence survivors;
- Veterans;
- Ex-offenders; and
- Individuals with a history of chemical dependency.

ELIGIBLE PROJECTS

To be eligible for funding under this RFP, housing development projects must include at least one of the following types of facilities:

- Permanent supportive housing;
- Transitional housing;
- Emergency shelters;
- Existing emergency shelter repairs (with funding limited to up to \$100,000 per project, and a total of \$1 million across all such projects);
- Housing for people with AIDS or HIV-related illness;
- The New York/New York III Supportive Housing Program;
- The Empire State Supportive Housing Initiative (ESSHI);
- NYS Office of Mental Health (OMH) Supportive Housing (SP-SRO);
- Facilities licensed or certified by State agencies; or
- Preservation of units in existing homeless programs and Operating HHAP Projects.

Although this RFP only provides capital funding, housing projects must provide affordable rent and supportive services to tenants and respond to an identified community housing need using operational funds secured elsewhere.

APPLICATION

Proposals will be scored based on the following criteria:

- Program Review
 - Documentation of Need (16 points);
 - Project and Program Administration (17 points);
 - Operating Budget (13 points);
 - Sponsor Qualifications (6 points); and
 - Site Control (6 points).
- Technical Review
 - Project Cost (14 points);
 - Scope of Work (8 points);
 - Local Social Services District Support (6 points);
 - Leveraging (4 points);
 - Status of Local Planning and Zoning Board Approvals (2 points);
 - Timeframe for Development (4 points); and
 - Energy Efficiency (4 points).
- Bonus Priority Points
 - Projects funded through ESSHI (3 points); and
 - Projects that provide supportive housing to veterans or give priority to veterans (2 points).

HHAC will then conduct a feasibility review to determine whether it believes the project can be carried out as proposed. Applications that do not meet the threshold for funding will be notified and placed on a waitlist. If additional funds become available, projects on the waitlist may be funded. HHAC reserves the right to fund or not fund applications in its sole discretion.

Additional requirements for Preservation of Existing Homeless Projects, Expansion of Operating HHAP Projects or Existing Emergency Shelter Repairs are available in the full RFP.

Timeline

Proposals will be accepted and reviewed on an ongoing basis beginning on June 23rd and will be accepted until all funding resources have been distributed.

Additional questions regarding this RFP may be submitted to Dana Greenberg at Dana.Greenberg@OTDA.ny.gov. Answers to all questions will be posted periodically on the OTDA's website [here](#).