

RFP: Homeless Housing and Assistance Program (HHAP)

OVERVIEW

On May 29th, the New York State Homeless Housing and Assistance Corporation (HHAC) and Office of Temporary and Disability Assistance (OTDA) released a Request for Proposals (RFP) for organizations to apply for funding through the Housing and Assistance Program (HHAP). This program, for which up to \$64 million in project funding was appropriated in the State FY 2018-19 budget, funds capital projects to acquire, construct, or rehabilitate housing for low-income individuals or families who are homeless or at risk of homelessness.

The full RFP is available [here](#). This is an open-ended RFP and applications will be accepted for review on a continuous basis beginning on June 28th.

FUNDING

Only capital funding is available through this RFP; operating funds must be obtained elsewhere. The State FY 2018-19 budget appropriated a total of \$64 million for HHAP, of which \$5 million will be reserved for projects that provide housing and services to homeless individuals with AIDS or HIV-related illnesses. 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 OTDA's website [here](#).

Funding parameters 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; and
- 65% of funds available shall be awarded to permanent supportive housing.

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; or
- Target or give priority to 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.

Applicants, particularly applicants relying on ESSHI operating funding, are encouraged to submit a Concept Paper to HHAC for review. An unsuccessful applicant may revise and re-apply with the same project, but only two submissions of the same project per year may be submitted.

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.

TARGET 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 through this RFP 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 illness;
- Persons with physical disabilities;
- Persons with HIV/AIDS;
- Youth, including young adults aging out of foster care;
- Domestic violence survivors;
- Veterans;
- Ex-offenders; and
- Persons with substance use disorders.

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 (with \$5 million of the total project funding reserved for this type of housing);
- 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. HHAP funding may not be used for capital and ongoing operating costs related to non-homeless housing units.

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 (maximum of 3 points total per applicant)
 - 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

Applications will be accepted for consideration on a continuous basis beginning on June 28th until funding is no longer available or until HHAC terminates the open-ended RFP.

Questions will also be accepted continuously and may be submitted to Dana Greenberg at Dana.Greenberg@OTDA.ny.gov. Answers to all questions will be posted on OTDA's website on an ongoing basis.