

RFP: Homeless Housing and Assistance Program (HHAP)

OVERVIEW

On September 1st, 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 under the Housing and Assistance Program (HHAP). This program, for which up to \$128 million in project funding was appropriated in the State Fiscal Year 2020-21 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 full RFP is available [here](#). This is an open-ended RFP and applications will be accepted for review on a continuous basis beginning on October 9th.

FUNDING

Only capital funding is available through this RFP; operating funds must be obtained elsewhere. The State Fiscal Year 2020-21 budget appropriated a total of \$128 million in capital project funding for HHAP, of which:

- \$5 million will be reserved for projects that provide housing and services to homeless individuals with HIV/AIDS;
- \$5 million will be reserved for the development of projects serving homeless veterans; and
- Up to \$1 million may be used for emergency shelter repairs in local social service districts with a population of less than five million.

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 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 in any single year.

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;
- Propose supportive housing projects targeted to homeless veterans;
- Propose supportive housing projects targeted to long-staying families in emergency housing; or
- Have the majority of funding coming from a source, or sources, other than HHAC, and at least 75% of the non-HHAP funding is already committed.

Applicants, particularly applicants relying on ESSHI operating funding, are encouraged to submit a Concept Paper to HHAC for review.

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. However, for applicants who secure funding for the development of housing for a non-homeless population, the development of mixed-income housing is encouraged and will be viewed favorably during the evaluation process.

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/or
- 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);

- Housing for homeless veterans (with \$5 million of the total project funding for this type of housing);
- Housing for homeless individuals over the age of 55;
- 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 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 (17 points);
 - Project and Program Administration (17 points);
 - Operating Budget (13 points);
 - Sponsor Qualifications (6 points); and
 - Site Control (6 points).
- Technical Review
 - Project Cost (16 points);
 - Scope of Work (8 points);
 - Local Social Services District Support (3 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 (only one category may be awarded per applicant)
 - Projects funded through ESSHI (3 points);
 - Projects that provide supportive housing projects targeted to long-staying families in emergency housing (5 points);
 - Projects that provide supportive housing to veterans or give priority to veterans (3 points); or
 - Projects that have 75% of development funding from other sources that is already committed to the project (3 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 Units in Homeless Programs and Operating HHAP Projects are available in the full RFP.

Timeline

Applications will be accepted for consideration on a continuous basis beginning on October 9th until funding is no longer available or until HHAC terminates the open-ended RFP. There will be a pre-proposal webinar on September 16th at 1pm. A link will be available on the OTDA website [here](#).

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 the OTDA's website on an ongoing basis.