



Request for Proposals
For
Competitive Allocation
No Place Like Home Funds

All submittals must be received by the
County of Ventura
by 4:00 p.m. on December 5, 2018

Proposals should be submitted via e-mail to:
Ventura County Behavioral Health Department/
Ventura County Community Development Division
Attn: Tracy McAulay and Kiran Sahota
Tracy.McAulay@ventura.org & Kiran.Sahota@ventura.org
800 S. Victoria Avenue, L #1940
Ventura, CA 93009

I. Introduction

The County of Ventura Behavioral Health Department, in collaboration with the County Executive Office’s Community Development Division, (hereinafter referred to as the “**County**”) is requesting proposals from affordable housing developers interested in applying jointly with the County to the California Department of Housing and Community Development (HCD) for No Place Like Home (NPLH) Competitive Allocation funding.

On October 15, 2018 HCD announced the availability of approximately \$400 million in Round 1 Competitive Allocation funds for the No Place Like Home (NPLH) Program. It is anticipated that there will be at least three additional rounds of funding before NPLH funds are exhausted.

The NPLH Program provides deferred payment loans to counties applying independently and to Counties applying with a Development Sponsor for the development of Permanent Supportive Housing (minimum of 5 units) for persons with a serious mental illness who are Homeless, Chronically Homeless or At-Risk of Chronic Homelessness. NPLH funds may be used to acquire, design, construct, rehabilitate, or preserve Permanent Supportive Housing, which may also include a Capitalized Operating Subsidy Reserve.

Under NPLH Program, counties may apply for funding solely or jointly with development sponsor(s). The County intends to collaborate with qualified developer(s) (hereinafter referred to as the “**Applicants**”) with relevant experience in affordable housing development, property management and asset management, to compete for No Place Like Home funds in the Round 1 Competitive Allocation of \$93.5 million set-aside for eleven Large Counties, as defined by HCD, for the development and operations of affordable housing dedicated to the target population.

If successful, the selected Applicant(s) will assume responsibility for all aspects of the development, property operations and maintenance, in accordance with applicable federal, state and local laws and all applicable financing regulations. The selected Applicant(s) will coordinate with the County on all aspects of the application to HCD and, if successfully funded, in the development of the property and property operations.

II. Authorizing Legislation, Program Guidelines and Regulations

Applicants submitting projects for consideration under this RFP should be prepared to comply with the purpose and all requirements of the No Place Like Home Program.

The NPLH Program furthers the purposes of AB 1618, (Chapter 43, Statutes of 2016), as amended by AB 1628, (Chapter 322, Statutes of 2016, effective September 13, 2016), and the 2018 No Place Like Home Act (AB 1827, Assembly Budget Committee). The NPLH Program Guidelines, dated July 17, 2017 as of publication of this RFP (hereinafter referred to as the Guidelines), and any subsequent updates, implement, interpret, and make specific the NPLH

statutes. These Guidelines establish terms, conditions, and procedures for the award of funds under the Competitive Allocation. Except as otherwise provided in the NPLH Program Guidelines, multifamily rental housing projects submitted under this RFP are also subject to HCD's current Uniform Multifamily Regulations (UMRs), and may be subject to California competitive bidding and prevailing wage law.

Additionally, all applications and projects must comply with the requirements of the No Place Like Home 2018 Notice of Funding Availability (NOFA) Round 1 Competitive Allocation of Funds, dated October 15, 2018, as amended on October 25, 2018, and any subsequent amendments.

For access to the documents referenced above and new information as it becomes available, please follow the link to HCD's No Place Like Home website: <http://www.hcd.ca.gov/grants-funding/active-funding/nplh.shtml>

It is important to note that the NPLH program is conditioned upon authorization through the state ballot (Prop. 2) and court validation processes and no NPLH funds will be available until those processes have been completed.

It is strongly recommended that prospective Applicants review and familiarize themselves with the above-mentioned documents prior to responding to this RFP.

III. Request for Proposal Process and Schedule

A. Submittal Schedule

The application process will be two-tiered. Prospective Applicants will compete locally for selection by the County as one of the potentially multiple projects to be submitted to HCD for consideration under the NPLH Competitive Allocation (Tier 1). Final project selections will be made by HCD in accordance with the Guidelines and the NOFA (Tier 2).

Date	Action
October 15, 2018	HCD's NOFA for Competitive Allocation funding released
October 31, 2018	County releases local RFP for funding (Tier 1)
December 5, 2018	Tier 1 proposals due to County no later than 4:00 p.m.
December 19, 2018	County (CEO and BHD) jointly notify Applicants of successful Tier 1 applications, which will advance to HCD for consideration under Tier 2 (HCD's Round 1 Competitive Allocation Funding)

December 20, 2018 – January 14, 2019	County and successful Applicant(s) finalize applications and prepare Supportive Services Plan(s)
January 15, 2019	BOS Hearing to Adopt Resolution, Endorse Projects and Authorize Staff (BHD) to Finalize the Supportive Services Plan
January 30, 2019	Final Applications due to HCD for consideration of funding (Tier 2)
June 2019	HCD award announcements

Once a project is selected by the County under Tier 1, County staff and the developer will work together to develop the supportive services plan and finalize the application for Tier 2 (HCD's competitive process).

It is anticipated that the County will receive proposals for more projects than will be able to be advanced to Tier 2 (joint County/Applicant submittal to HCD). It is therefore critical that applicants submit only viable projects during Tier 1 that they fully intend to submit in Tier 2. Additionally, Applicants should be aware that the estimated project score that is submitted to the County at the time they respond to this proposal (Tier 1 application) should not decrease between the selection of the project at Tier 1 and submission of the project to HCD under Tier 2. Should this occur, it will negatively impact consideration under future NPLH Competitive and Non-Competitive Allocations and the County may, at its sole discretion, opt not to submit the project to HCD during Tier 2.

B. Submittal Requirements

Tier 1 proposals must be received by 4:00 p.m. on December 5, 2018. Late proposals will not be accepted. One complete electronic copy of all requested documentation should be submitted by the due date to Tracy.McAulay@ventura.org and Kiran.Sahota@ventura.org . If submission via e-mail is not feasible, please contact Tracy and Kiran.

Please submit all the following information with your response:

1. Universal Rental Project Application Form, including all required attachments. Please ensure the following documents are included:
 - a) *Evidence of Site Control*
 - b) *Evidence of compatible land use or a brief description of land use approvals necessary for the project to move forward (e.g. zone change, General Plan Amendments, etc.)*
 - c) *Architectural Plans (site plan, floor plans, elevations, etc.), if available*
 - d) *Commitment letters for all other committed construction and permanent funding, if available*
 - e) *Evidence of environmental clearances, including CEQA and NEPA, if applicable. If not applicable, provide a brief description of how this determination was made.*
 - f) *Phase I Environmental Site Assessment, and any additional documentation recommended (e.g. Phase II Environmental Site Assessment)*
 - g) *Evidence of all necessary and discretionary public land use approvals except building permits and other ministerial approvals.*
2. NPLH Program Supplement, including all attachments except for the following, which will be required for Tier 2 application if the project is selected:
 - a) *Development Sponsor Resolution (referenced on Tab 1)*
 - b) *Property Management Plan (referenced on Tab 1)*
 - c) *Payee Data Record (referenced on Tab 1)*
 - d) *COSR Eligibility (referenced on Tab 1), please respond to the question in row 94 and attach any documentation you have available. Note that letters from the providers of all available sources of subsidies and rental assistance will be required if the project is selected for Tier 2. During Tier 1 selection, points will only be considered under “Leverage of Rental or Operating Subsidies” if documentation of the assistance is provided.*

- e) *Tab 3, only respond to the sections: Part 1 Target Population (including reference to other target populations at the project site required by other lenders); Part II Tenant Outreach, Engagement, and Retention Strategies; Part IV Transportation (to the extent possible); Part IX Physical Design; and Part X Other Additional Information. The remainder of this tab will be completed in partnership between selected Applicants and the Behavioral Health Department.*
3. **Funding Narrative.** Please provide a brief narrative of the funding sources proposed, including all of the following:
- a) *Terms of financing;*
 - b) *Commitment status; and*
 - c) *Description of any population restrictions (e.g. low-income, homeless, chronically homeless, disabled, SMI, etc.) imposed by the funding. To the extent that other financing sources are restricting units at the project to specific populations, a discussion of the number of units restricted, what the restrictions are, and whether or not these restricted units would overlap the proposed NPLH units must be included.*

For this submission, include information only on services proposed to be provided by the housing developer and/or its partners. The full supportive services plan will be developed in collaboration with the County for projects selected to move forward into the Tier 2 competition.

The Application documents referenced above (Universal Rental Project Application Form and NPLH Program Supplement) can be accessed through the following link to HCD's website: <http://www.hcd.ca.gov/grants-funding/active-funding/nplh.shtml#funding>. All application documents must be submitted on the most current version of the form(s) released by HCD for this program. Please ensure that the application documents downloaded and completed are Competitive Application documents.

IV. Selection Criteria

Based upon the information submitted, the County will review projects for threshold eligibility (NOFA Section II(B)(1) and Guidelines Sections 202 and 204, 206 - 213) and reviewing each project's proposed self score (NOFA Section II(B)(2) and Guidelines Section 205). Projects meeting threshold eligibility will be ranked according to HCD's scoring criteria with the intent of

moving the most competitive applications forward into Tier 2. In considering projects to move forward, the County will also prioritize projects meeting the following local criteria:

1. Projects which provide units reflecting the highest needs, as provided in Appendix A.
2. New Construction/Conversion. Projects creating new units of housing for the target population.
3. Projects which do not layer NPLH units onto units with other population requirements (excluding affordability).
 - a) *This category is intended to prioritize units in affordable housing projects which will restrict new units for the target population as No Place Like Home units. Units in proposed supportive housing projects or projects with units targeted for other specific populations that will restrict additional (non-duplicated) units as supportive housing under NPLH are included in this category.*
 - b) *This category is intended to de-prioritize projects where an Applicant is proposing to overlay NPLH requirements on units: currently restricted for the target population; restricted for components of the target population, or; restricted for other specific populations which may make it difficult to lease the units.*

For example, if another financing source is requiring that a percentage of units is restricted to homeless households, projects that propose to restrict the NPLH units as separate units from the other homeless units will be prioritized over projects that designate the NPLH units and the homeless units as the same units.

V. Questions

All questions pertaining to this RFP should be submitted in writing to Tracy McAulay and Kiran Sahota at Tracy.McAulay@ventura.org and Kiran.Sahota@ventura.org, or mailed to: County Executive Office - Community Development Division, ATTN: Tracy McAulay, 800 South Victoria Avenue, L#1940 Ventura, CA 93009. In the interest of time, submissions via e-mail are preferred.

A written response will be provided directly to the person who submitted the question and all questions received will be published, along with a response, on the County's website at <https://www.ventura.org/county-executive-office/community-development/>. It is the responsibility of each interested party to periodically check the website to ensure that they have received and reviewed all available information related to this RFP.

VI. Conditions

All responses to this RFP will become the exclusive property of the County.

This RFP does not commit the County to move forward with the proposed development or pay any costs incurred in the preparation of this proposal. The County reserves the right to modify, suspend, or terminate, at its sole discretion, any and all aspects of the RFP process, to obtain additional information from any and all potential Applicants and to waive any defects as to form or content of the RFP or any response.

The County reserves the sole right to evaluate each proposal and to accept or reject any or all proposals received as a result of this RFP process.

California Public Records Act – All proposals accepted by the County shall become a matter of public record and shall be regarded as public, except for those elements of each proposal which are defined by the Applicant as business or trade secrets and are plainly marked as “Confidential” or “Proprietary”. Each element of a proposal which an Applicant desires not to be considered a public record must be clearly marked as set forth above, and any blanket statement (i.e. regarding entire pages, documents or other nonspecific designations) shall not be sufficient and shall not bind the County in any way whatsoever. If disclosure is required or permitted under the California Public Records Act or otherwise by law, the County of Ventura shall not in any way be liable or responsible for the disclosure of any such records or part thereof.

VII. Appendices

A - Target Population Data

From October 1, 2017-September 30, 2018 a total of 353 homeless persons were identified as living with mental illness. The data was captured in the Ventura County Homeless Management Information System. 57% of these individuals are male, 43% female. The breakdown of age and race/ethnicity are listed below.

Total Clients with Mental Illness =		353
Household Size		
1 – 2 persons per household		95%
3 or more persons per household (families)		5%
Age Distribution		
Ages 18 – 24 (TAY)	19	5.4%
Ages 25 - 29 =	25	7.1%
Ages 30 - 49 =	161	45.6%
Ages 50 - 64 =	131	37.1%
Ages 65 & older =	17	4.8%
Race/Ethnicity		
Total Hispanic/Latino =	117	33.1%
Total American Indian or Alaska Native =	9	2.5%
Total Asian =	5	1.4%
Total Black or African American =	28	7.9%
Total Native Hawaiian or Other Pacific Islander =	8	2.3%
Total White =	300	85.0%

The 2018 Point in Time Homeless Count provides additional data pertaining to the need for housing units for the Target Population. During the count, 1,299 homeless persons were identified county-wide. 229 persons met HUD’s definition of Chronically Homeless, of which 59% reported having a mental illness. Of the total 821 unsheltered persons counted, 28% reported having a mental illness.