



Notice of Funding Availability (NOFA)

Alta California Regional Center Community Placement Plan & Community Resource Development Plan For Fiscal Year 2019-2020

Alta California Regional Center (ACRC), serving individuals with developmental disabilities, has identified a need for affordable housing options within the Sacramento area for individuals with developmental disabilities who will be receiving Support Living Services (SLS) and Independent Living Services. ACRC has funds available for the selected applicant to assist in the development of the identified needs.

We are seeking an applicant to develop and make available, affordable set-asides for ACRC clients with low income. The number of units shall be cost-effective depending upon the housing market. The applicant must have relevant experience with multi-family housing development, as well as knowledge and understanding of the issues relating to the needs of the project for which you are applying.

SUBMISSION OF PROPOSALS

Email your proposal to: rfp@altaregional.org

Proposals must include all required sections in the proposal guidelines below and **must be received via email no later than 3:00 pm on Thursday, September 26th, 2019**. Proposals received after this deadline may not be considered. ACRC will send an email confirming proposal has been received.

Please direct any questions to John Decker, ACRC Director of Community Services and Supports, at (916) 978-6489, or email jdecker@altaregional.org.

**Alta California Regional Center
Notice of Funding Availability (NOFA)
CPP/CRDP Fiscal Year 19-20**

Project # and identification: ACRC-1920-3
Project Type: Multi-Family Housing
Service area: ACRC catchment area
Number of units: 15
Funding: \$1,500,000

Description of project

A multifamily project is defined as a structure or set of structures with common financing, ownership, and management and, which collectively contains 15 vouchers for ACRC clients for 12, one-bedroom apartments and 3, two-bedroom apartments. To achieve affordability, clients will pay no more than 33% of their monthly income which includes both rent and utilities. Ten units will be designated "special needs" and will be ADA compliant. The remaining five units will be fully accessible including flat thresholds and either ground floor or elevator units.

Target Population

Clients identified to live in these units are those receiving Supportive Living Services (SLS) and Independent Living Services from an ACRC vendor. SLS vendors will provide the direct support and service to clients. Clients will be individuals currently receiving ACRC services.

Scope of service

The aim is to develop an affordable community which ACRC clients will be able to live fully included in.

Eligibility of applicant

Successful candidates will have sufficient experience in the field of housing development, knowledge of local, state, and/or federal funding opportunities, financial strength (reserves, additional funding sources, credit, etc.) and abilities to complete this development. Professional experience with special needs populations, particularly those with developmental disabilities, is desirable but not required.

Applicant Criterion and NOFA Process

A. PURPOSE

ACRC solicits the community through a Request for Proposal (RFP) or Notice of Funding Availability (NOFA) to seek out qualified providers who are able and willing to meet the specialized needs of individuals with developmental disabilities.

B. EXPECTATIONS OF THE SELECTED APPLICANT

It is expected that the selected applicant; (1) work collaboratively and closely with the regional center, (2) provide careful and thorough planning in all aspects of the project, (3) work diligently to complete the project in a timely manner, (4) commit to providing quality services, (5) report any major delays with the project immediately to ACRC. ACRC will communicate regularly with the selected applicant, Department of Developmental Services (DDS), and other parties who have an interest in the development of the project. Through this NOFA process, an applicant must demonstrate strength in the areas of administrative and financial responsibility.

C. HOUSING VOUCHERS

All clients to receive housing vouchers will be identified by ACRC.

D. WRITTEN PROPOSAL

Proposals submitted in response to this NOFA are intended to be an overview of the applicant's expected delivery of service identified in the project descriptions relative to the project you are applying for. Proposal must be written in a professional manner and clearly reflect the applicant's intended delivery of service.

E. SELECTION PROCESS

The selection committee will review and score all proposals using a 100 point scale. Top points are given to the various sections of your proposal that reflect the appropriate supports and services offered to the individuals you are planning to serve. The top three applicants with an average proposal score at or above 70% will be interviewed. ACRC reserves the right to interview other applicants who may not be in the top three or have a score below 70%.

F. RFP TIME LINE

- Proposals due September 26th, 2019 by 3:00pm
- Applicant interviews September 30th – October 1st, 2019
- ACRC final selection October 4th, 2019
- Contract Signed by November 7th, 2019

***ACRC reserves the right to modify the above timeline**

G. FUNDING

Funding is available to aid in the development of multi-family housing projects allowing ACRC clients to have affordable housing options. With receiving this funding, the selected applicant will agree to fifteen (15) set aside units.

H. VENDORIZATION

All individuals or entities receiving regional center funding must become a “vendor” of the regional center. The selected applicant will complete a vendorization packet and attend ACRC’s Vendor Orientation. .

I. NON-DISCRIMINATION

ACRC shall not discriminate in the selection of an applicant on the basis of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

Proposal Guidelines

Format. Double space, 12pt font, Times New Roman, and one inch margins.

An applicant's proposal must include all of the following items:

1. Applicant/Agency information (maximum 1 page)
2. Project Description (maximum of 2 pages) Your project description should include the following:
 - a. Summary of the MFH project: Address, description of development (i.e. garden style or high rise, # of stories, mixed use); total number of units; # of Regional Center Client units set aside; other special needs restriction (e.g. senior, veterans, psychiatric disability; unit mix (e.g.1,2,3) bedroom units; new construction or acquisition/rehabilitation.
 - b. List of Project Contacts: Include name, position, email address, phone numbers (i.e. project manager, senior lender, senior lender counsel, junior lenders, escrow/title company, equity investor, property manager, consultant, developer/sponsor, and borrower).
 - c. Anticipated development timelines including month/year to “break ground”, complete the development, and resident move-in. If completed in phases, provide the anticipate dates to complete each phase.
3. Budget & Financial Information (Attachment B)
 - a. A budget describing the total cost of the development and funds that have been secured, and how the funds for this NOFA will be used.
4. Professional References (Attachment C)

Attachments

Attachment A

Proposal Title Page

CPP fiscal year 2019/2020
September 6th, 2019 NOFA

To: CPP Unit

Attention: CPP Resource Developers

Alta California Regional Center
CPP Resource Development Unit

**Proposal must be
emailed to:
rfp@altaregional.org**

Project Number and Description (*please print*)

Name of Applicant or Organization Submitting Proposal (*please print*)

Signature of Person Authorized to Bind Organization

Date

Contact Person for Project (*please print*)

(_____) _____

Telephone Number/

(_____) _____

Fax Number/

E-mail Address

Name of Parent Corporation (*if applicable*)

Mailing Address (*please print*)

Author of Proposal,

If different from person submitting proposal

Date Submitted

Attachment B

BUDGET INFORMATION & FINANCIAL STATEMENTS

Please include the following Budget Information and Financial Statements:

- a. A budget describing how the funds will be used.

Attachment C

References

References for: (Applicant's Name) _____

List three references who we may contact and who will be able to attest to your experience, as well as if they can attest to your experience working with underserved communities in a professional capacity.

Reference No. 1			
Name of Reference:	Title:	Agency:	
Address:	City:	State:	Zip Code:
Phone:	Email:		

Reference No. 2			
Name of Reference:	Title:	Agency:	
Address:	City:	State:	Zip Code:
Phone:	Email:		

Reference No. 3			
Name of Reference:	Title:	Agency:	
Address:	City:	State:	Zip Code:
Phone:	Email:		