



Homekey+ RFP

Technical Assistance Session

Maryann Sargent

January 23, 2025

1 p.m.

COUNTY OF SAN MATEO



INTRODUCTIONS

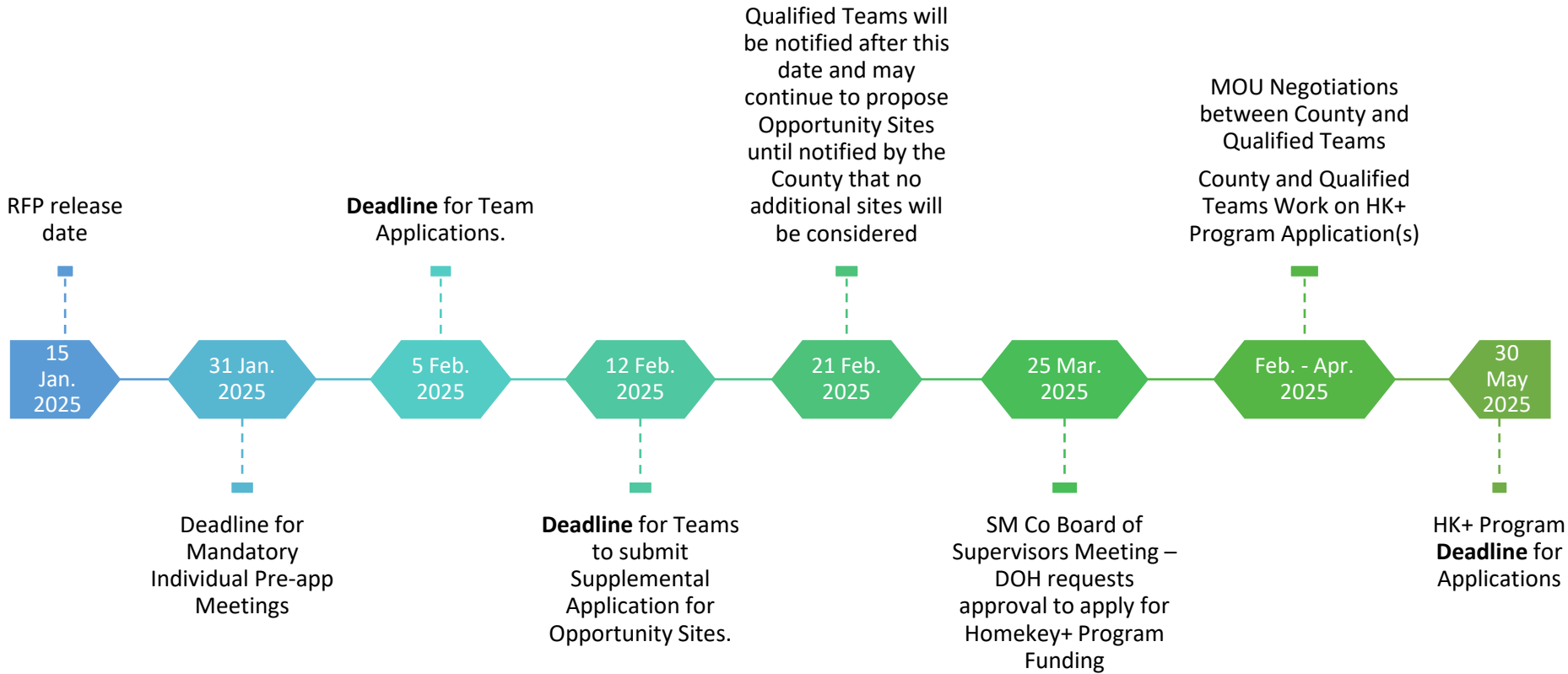
- DOH Staff:
 - Maryann Sargent, Lead
 - Tina DiRienzo, Program
 - Christina Kim, Program
 - Jessica Chambers, Support
- Attendees: Please add to the chat your Name, Title and Organization.
- Housekeeping

RFP GOALS

Support County efforts to develop permanent supportive housing for those people with a behavioral health challenge and who are experiencing homelessness or who are at-risk of homelessness by:

- **Qualifying one or more Teams** to support San Mateo County’s response to the state Homekey+ NOFA (Deadline May 30, 2025)
- **Identifying new Homekey Opportunity Sites** for review and consideration by County
 - Not required but encouraged
 - Qualified Teams who have been notified after 2/21/25 may continue to propose additional sites

EXPECTED TIMELINE



HK+: ELIGIBLE USES

- **Acquisition with or without rehabilitation** of motels, hotels, hostels, apartments or homes, assisted living residences, manufactured housing, commercial properties, and other buildings with existing uses that could be converted to permanent supportive housing.
- **Master leasing** of properties for permanent supportive housing.
- **Conversion** of units from nonresidential to residential permanent supportive housing (i.e. adaptive reuse) and conversion of interim housing to permanent supportive housing.
- **New construction** of dwelling units.
- The purchase of **affordability covenants** and restrictions for units.
- **Relocation costs** for individuals who are being displaced as a result of the Homekey+ project.
- **Capitalized operating subsidies** for Homekey+ units purchased, converted, constructed, or altered.

HK+: RIGOROUS REQUIREMENTS



- Evidence of site control (State Homekey+ NOFA, Sections 300 & 305)
- New Construction
 - Project must be fully funded and ready to proceed following a Homekey+ award within 60 days;
 - Commence construction within 6 months;
 - Have a TCO no later than 24 months after award.
- All other project types
 - Project must be fully funded and ready to proceed following a Homekey+ award within 60 days.
 - Commence construction within 6 months;
 - Have a TCO no later than 12 months after award.
- Full occupancy: within 90 days of construction completion



HK+: SUMMARY OF AWARDS



- Tiered Homekey+ Capital Award contingent on Applicant’s match
 - Baseline Homekey+ contribution of \$200,000/door up to a maximum of \$300,000/door for a capital funding match of \$100,000/door by the County.
 - Note that the source and amount of any County matching funds are still to be determined.
- Homekey+ Operating Subsidy Award
 - From two years up to five years maximum
 - Depending on the total match funds by the applicant up to \$1,400/door/month
- Homekey+ Operating Subsidy Bonuses for early application submittals and expedited occupancy – County does not expect to qualify for these bonuses.
- Total Development Costs per unit caps will be the lesser of:
 - \$450,000 per unit, OR
 - 2024 TCAC Basis Limits for San Mateo County.
 - The TDC per unit cap is inclusive of the Homekey+ Award and all other capital sources and expenditures, with the exceptions of land costs, COSRs, and other required reserves.



EXPECTED ROLES

- **Site Investigation**
 - County: Will investigate feasibility of County-identified sites until Team's responsibilities & compensation are negotiated for work on a specific site
 - Teams: Encouraged to identify and investigate other possible sites for County review
- **Matching Funds**
 - County: Will identify and pledge match funds for Capital and Operating subject to:
 - BOS approval and County match funds loan terms
 - Teams: May propose uses of HK+ funds and County matching funds most efficiently, subject to County approval
- **Submission of Homekey+ Application**
 - County: Co-Applicant 1 and designated HCD contact
 - Teams: Co-Applicant 2 (Organization) & 3 (LLC for Opportunity Site, or similar)
 - Serve as Co-Applicant with the County with application materials for Homekey Opportunity Sites (including construction management, property management, supportive services)

EXPECTED ROLES (Con't)



- **Post-Award Roles**

- County: will negotiate Standard Agreement with HCD, manage the Team, receive funds from and report to HCD, and structure terms of matching funds awarded to a project.
- Teams: will carry out negotiated responsibilities for construction management, property management and supportive services for agreed compensation



TEAM THRESHOLD QUALIFICATIONS



APPLICATION PART A (REQUIRED)

- Prior Experience in Permanent Supportive Housing
 - Property Development and/or Rehabilitation
 - Property management, and specialized supportive services (3 years/3 projects):
 - Track record of successfully implementing Housing First principles
- Applicant Team
 - Led by immediately available, qualified personnel,
 - If multiple agencies in team, then this requirement must be reflected in an MOU submitted with the application.
- Organizational Good Standing (See detailed list of required attachments.)
- Fully completed Part A application.

REFER TO RFP AND APPLICATION PART A FOR DETAILS



RFP COMPETITIVE SCORING



APPLICATION PART A (REQUIRED)

- Prior Experience in Permanent Supportive Housing
 - 15 Points: Property Development and/or Rehabilitation
 - 15 Points: PSH Property management, and specialized supportive services
 - 20 Points: Track record of successfully implementing prior HK property & Housing First principles including experience with CES
- Applicant Team
 - 15 Points: Led by immediately available & qualified personnel
 - If multiple agencies in team, then this requirement must be reflected in an MOU submitted with the application.
 - Organizational Good Standing (See detailed list of required attachments.)
- Experience with Federal finance program requirements (10 Points)
- Fully completed Part A application (25 Points)

REFER TO RFP AND APPLICATION PART A FOR DETAILS



OPP SITE QUALIFICATION & SCORING



APPLICATION PART B (NOT REQUIRED)

- **Location (15 Points)**
 - PSH is needed in all parts of County
 - Convenient to shopping, services, transit
- **Physical Condition (30 Points)**
 - When renovated: Unit size, kitchen/kitchenette & ADA accessibility
 - Initial Development/Rehab Cost Estimate
 - Physical condition to be evaluated by the County's experience from other HK properties
- **Financial Feasibility & Readiness (35 Points)**
 - TDC/unit not to exceed \$450K (exclude COSR)
 - Able to meet aggressive schedule (site control not required for threshold)

REFER TO RFP AND APPLICATION PART B FOR DETAILS



OPP SITE QUALIFICATIONS (CON'T)

APPLICATION PART B (NOT REQUIRED)

- **Population Served THRESHOLDS (20 Points)**
 - Assisted units must target individuals, or households with an individual, who are experiencing homelessness or who are At Risk of Homelessness as defined under part 578.3 of Title 24 of the Code of Federal Regulations and who have or are suspected of having a Behavioral Health Challenge.
 - Homekey+-assisted units must comply with income and rent limits based on 30% of the County's Area Median Income under the Multi-Family Tax Subsidy Program.
 - Restrictive Covenant is required (55-years for permanent housing).
- **Fully completed Part B application**
 - Includes Property Profile, development plan, sources and uses, etc.

REFER TO RFP AND APPLICATION PART B FOR DETAILS

NEXT STEPS

- ❖ Individual Pre-Application Meeting
 - ✓ Scheduled for January 31, 2025
 - ✓ To schedule meeting, email: JChambers@smchousing.org
 - ✓ Be prepared to give 5-minute summary of organization's interest in partnering with San Mateo County
 - ✓ Submit questions in advance of pre-app meeting.

- ❖ Apply to be considered as a Team by **Feb 5, 2025**; Application Part A.

- ❖ Optional Application Part B (if proposing Opportunity Site) by **Feb 12, 2025**.

- ❖ Continue to investigate feasible sites

- ❖ Qualified Teams notified after Feb 21, 2025

ERRATA

➤ Page 6

- Table 1: Deadline for Organization's Supplemental Application, Correct Date is February 12, 2025
- Section II, 1st ¶: Corrected TA Session Date is January 21, 2025 @ 1 p.m.
- Section II, 2nd ¶: Applicants should be prepared to give a 5-minute summary of their interest in becoming a Qualified Team and must submit questions in advance of their 1:1 meeting.

➤ Page 7

- Section II, 1st full ¶: Deadline for Organization's Supplemental Application, Correct Date is February 12, 2025