



TECHNICAL ASSISTANCE – RECOVERY HOUSING PROGRAM

Purpose

The purpose of this Request for Proposals (RFP) is to solicit proposals from consultants experienced working with community-based recovery homes, federally funded programs supporting recovery from substance use disorders and federal housing programs to help guide the Community Development Finance Authority through the process of administering a new program to support housing needs for people in recovery.

Background

Created in 1983, the NH Community Development Finance Authority (CDFA) supports community development, affordable housing and economic development activities that benefit low- and moderate- income people and communities in New Hampshire.

CDFA manages nearly \$20 million in funding resources, which includes a combination of state tax credits, federal Community Development Block Grant and energy funds. We support the development of vibrant and resilient communities by providing financial resources to nonprofits, community development organizations, counties, municipalities, and for-profit businesses. These organizations, in partnership with CDFA, see our work in revitalized downtowns, the building of high quality childcare facilities, supporting the expansion of business to provide job opportunities, the creation of new housing units, investments in clean energy projects and the support and development of a healthy nonprofit sector.

Each year the state is eligible to receive housing and community development block grant funding from the U.S. Department of Housing and Urban Development (HUD). CDFA administers one of the HUD block grants—the Community Development Block Grant (CDBG).

The Community Development Block Grant (CDBG) Program is designed to provide assistance to units of general local government in improving economic opportunities and meeting community revitalization needs, particularly for persons of low and moderate income. The CDBG program has been funded through the State since 1982 by the U.S. Department of Housing and Urban Development (HUD) under the Housing and Community Development Act of 1974, as amended (Title I).

The primary objective of the CDBG program is the development of viable communities by expanding economic opportunities, providing decent housing and a suitable living environment principally for persons of low and moderate income. The CDBG funds include: annual program year funds, unobligated program year funds, any program income received and grant funds recaptured from projects funded in prior grant years.

The Recovery Housing Program is a HUD funded pilot authorized by the SUPPORT for Patients and Communities Act (SUPPORT Act), which was passed in 2018. The statute provides that the grant funds shall be treated as CDBG funds under Title I Of the Housing and Community Development Act of 1974 (42 U.S.C. 5301 et seq.). The intent of the Recovery Housing Program (RHP) is to support individuals in recovery from substance use disorders (SUD) on a path to self-sufficiency by providing stable, temporary housing. RHP funds may be used to develop or maintain housing for individuals in recovery from SUD. Assistance for individuals is limited to the earlier of two years (cumulative) or until they secure permanent housing. The following HUD notice is a quick guide of the RHP program,

<https://files.hudexchange.info/resources/documents/RHP-Implementation-Notice-Quick-Guide.pdf>

Scope of Services

In reference to the background above and to ensure that CDFA meets its goal to successfully administer the Recovery Housing Program, the organization is seeking a consultant to provide the services outlined below.

SERVICES REQUESTED:

1. Outreach to partners (other funders, Recovery houses, housing developers, recovery service providers, municipalities) to identify needs and how to invest in programs and projects that support individuals in recovery from substance use disorders (SUD) on a path to self-sufficiency by providing stable, temporary housing.
 - a. Timeline: June/ July 2021
 - b. Time: 20 hours
 - c. Deliverable: written summary of feedback to CDFA

2. Provide assistance to CDFA as we create program guidance for the Recovery Housing Program.
 - a. Timeline: August 2021
 - b. Time: 6 hours
 - c. Deliverable: engage in conversation and provide feedback to program guidance

3. Funding will be administered in accordance to a CDFA Recovery Housing Program (RHP) Application and Program Guidance. The consultant will provide limited technical assistance to grantees throughout application and the grant period, to include but not be limited to: Instruction and sharing of information and expertise to assist in the success of applicants and awardees; and troubleshooting potential issues during the grantee period of performance.
 - a. Timeline: September – December 2021
 - b. Time: 60 hours
 - c. Deliverable: engage with potential RHP applicants and awardees

Funding for this consultant is provided through the U.S. Department of Housing and Urban Development. Therefore, all federal requirements of the Housing and Community Development Act of 1974, as amended, and all state requirements must be adhered to and will be part of the contract terms.

Experience

Responsive proposals will demonstrate the individual or entity meets the following qualifications:

- Excellent working knowledge of federal, state and local initiatives, funding and organizations involved in this work.
- Experience providing the requested services.
- Ability to react to program materials and provide technical assistance.
- Excellent writing and organization skills.
- Presentation skills and ability to convey material in everyday terminology.

The proposal will include an estimate of hours to be expended on technical assistance and an hourly rate for services. Collaborative or joint proposals are encouraged. Preference will be given to the individual or entity with prior experience.

Questions and Submission

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Deadline

Proposals should include qualifications, describe any recent project work in this or relevant field, and estimated costs. Proposals should be submitted by email or in hand no later than May 31, 2021.