

Department of Housing

Intellectual Disabilities and Autism Spectrum Disorder Housing (IDASH)

NOFA and Application
Workshop

December 5, 2016

IDASH Workshop Agenda

- IDASH Overview
- NOFA Key Points
- Sharepoint & ConApp Overview
- Q & A

DOH Funding Website

<http://www.ct.gov/doh>



The screenshot shows the Connecticut Department of Housing website. At the top left is the department's logo. The main header reads "CONNECTICUT DEPARTMENT OF HOUSING". Below this is a navigation bar with links for "Home", "About Us", "Press Room", and "Contact Us". A "Select Language" dropdown menu and a "Translation Disclaimer" link are also present. A secondary navigation bar contains "PROGRAMS", "FUNDING OPPORTUNITIES/RFPs", "APPLICATIONS", "HOUSING LINKS", and "POLICY & RESEARCH". The main content area features a "Printable Version" link, followed by "Current Funding Opportunities" with sub-links for "Schedule of Competitive Multi-Family Funding Rounds", "Superstorm Sandy Recovery", and "Funding Opportunities - Past". A horizontal line separates this from the "Competitive Housing Assistance for Multifamily Properties 9 (CHAMP 9)" section. This section includes application details, a contact person (Edward LaChance), and a conference date of Thursday, March 24, 2016, from 9:30 AM to 12:00 noon at The Lyceum, 227 Lawrence St., Hartford, CT. It concludes with a registration instruction and links for "NOFA Rating and Ranking".

 CONNECTICUT DEPARTMENT OF HOUSING

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PROGRAMS FUNDING OPPORTUNITIES/RFPs APPLICATIONS HOUSING LINKS POLICY & RESEARCH

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Current Funding Opportunities

[Schedule of Competitive Multi-Family Funding Rounds](#)

[Superstorm Sandy Recovery](#)

[Funding Opportunities - Past](#)

Competitive Housing Assistance for Multifamily Properties 9 (CHAMP 9)

Applications for funding under this NOFA, including, if applicable, all materials required by CHFA, must be submitted no later than Thursday June 2, 2016 at 4:00 p.m.

Application materials and questions should be submitted to the attention of Edward LaChance. On or before May 20, 2016, applicants may contact Mr. LaChance via email at edward.lachance@ct.gov with questions related to this NOFA. Questions received by DOH, if material to this NOFA, and DOH's answers thereto will be periodically posted on the DOH Website. Any questions received after May 20, 2016 will receive a response at DOH's discretion. In addition, an overview conference for questions and answers regarding this NOFA will be held on:

Thursday, March 24, 2016
9:30 AM – 12:00 noon
The Lyceum
227 Lawrence St.
Hartford, CT

Please e-mail edward.lachance@ct.gov to register for this overview conference on or before Monday, March 21, 2016.

[NOFA Rating and Ranking](#)

IDASH NOFA Overview

- IDASH provides capital funding for the creation of supportive housing projects .
- Projects are eligible for support services funding from the Department of Developmental Services (DDS) as well as DSS
- Primary goals:
 - Fill gap in housing continuum for an individual with a developmental disability on a Medicaid Waiver or an individual on the State's Autism Waiver.
- Intent is to review and approve applications quickly with a goal of projects breaking ground as soon as possible.

IDASH NOFA Key Points

- \$20 million in State bond funds
- Flexible funds
- Loans, Grants, or combinations
- Supportive Housing (30% AMI)
- 30 years affordability period

IDASH NOFA Key Points, ctd.

- 40% Drawings
- Impact of Energy Conservation Measures
- Floodplain Documentation
- SHPO Determination
- MOU between developer and Qualified Service Provider
- TOD
- Site Control

IDASH NOFA Key Points, ctd.

- Zoning
- HMIS and Housing First
- ESA for all Proposals (6 months)
- Procurement Plan
- Joint DOH/CHFA Design Standards
- Support Service Funding Provided by DDS

IDASH NOFA Key Points, ctd.

- Target population:
 - a) Individuals with an intellectual disability on a Medicaid Waiver or an individual on the State's Autism Waiver
- Stand-alone building
- No more than 25% of the development's units can be set aside for the target population to conform with Medicaid Final Settings Rule Regulations.
- Unit mix for the target population may be one or two bedroom units
- Otherwise consistent with CHFA/DOH design standards

IDASH NOFA Key Points, ctd.

- Charge residents no more than 30% of monthly adjusted income
- 24-hr supervision
- Qualified Service Provider
- Ongoing Services are Voluntary

IDASH NOFA Key Points, ctd.

Program Plan:

- a) Organization Information
- b) Project Summary
- c) Housing Plan
- d) Service Plan

IDASH Application Submission

- Sharepoint Submission Mandatory
- Applications Accepted Beginning January 25th
- Separate set of drawings and specs to DOH and CHFA (if applicable)
- Rolling Submissions, decisions 90 days

IDASH Selection Criteria

- Completeness of application, compliance with requirements, and reasonableness of budget
- Readiness to Proceed
- Quality of Program Plan and Program Plan Characteristics
- Capacity and Previous Performance with State Funding
- Additional Considerations, such as locational factors, equitable distribution of geographic funding, and the need for the program in the targeted geographic area.

ConApp Version 2016.4 Required



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PROGRAMS FUNDING OPPORTUNITIES/RFPs APPLICATIONS HOUSING LINKS POLICY & RESEARCH

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DOH/CHFA Consolidated Application for Financial Assistance

- [Consolidated Application](#)
- 4.3.a - [Project Narrative](#)
- 4.3.b - [Homeownership Development Projects Narrative](#)
- 4.3.c - [Market Assessment](#)
- 4.3.d - [Program Narrative](#)
- 4.11 - [Program Reform - Relocation Assistance Plan](#)
- 8.1.a - [NEPA Statutory Checklist](#)
- 8.1.b - [NEPA Environmental Assessment Checklist](#)
- 9.1.a - [Fair Housing Impacts](#)
- 10.1 - [Certifications](#)
- 10.3 - [Affirmative Action Policy Statement](#)
- 10.4 - [Fair Housing Policy Statement](#)
- 10.5 - [Certification to Affirmatively Further Fair Housing](#)
- 10.6 - [HTCC Certification](#)
- 12.6 - [Building Schedule](#)

Attachments and Resource Documents

- [August 2014 Consolidated Application PowerPoint Training Presentation](#)
- [Sharepoint Set-up Instructions](#)
- [General Sharepoint Web App Instructions](#)

DOH Policy Guidance

- [Conservation and Development Policies Plan 2013-2018](#)
- [DOH Policies](#)
- [DOH DRAFT Consolidated Plan for Housing and Community Development](#)
- [HOME Program Compliance Manual](#)
- [DOH Insurance Requirements](#)
- [HOME Maximum Per Unit Subsidy Limit](#)
- [HOME Maximum Purchase Price or After-Rehab Value Limits](#)

Electronic Submissions



/ EDIT LINKS

Housing Innovations Funding Application

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Task List

ConApp Workbook

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DOH, through its Housing Innovations NOFA, seeks to expand supportive housing opportunities for Connecticut residents, combining safe, decent and affordable housing with the appropriate support services. In furtherance of DOH's goal to effectively end youth homelessness by 2020, a priority under this NOFA is the creation of non-time-limited supportive housing for young adults, ages 18-24 at time of entry, who are experiencing homelessness ("Homeless Youth").

Approximately \$12 million in capital funding is anticipated to be made available pursuant to this NOFA. No project should contemplate capital funding from DOH in an amount greater than \$3,500,000 or less than \$100,000. Projects that serve Homeless Youth may also be eligible for approximately \$3 million to pay for up to 10 years of operating expenses. No project should contemplate more than \$1 million for this operating subsidy. DOH and the Department of Mental Health and Addiction Services will also make available \$175,000 in service funding, annually for 10 years, to projects that serve Homeless Youth in connection with this NOFA. No project should contemplate more than \$7,500 per program participant for this services subsidy.

Applications for funding under this NOFA will be accepted on a rolling basis beginning Wednesday, January 25, 2017.

1. Technological Prerequisites:

Due to the technologies and file sizes involved in completing this application, it is important that you meet or exceed the following technological requirements/recommendations prior to attempting this funding application:

- You must use Internet Explorer (version 10 or above) as your web browser. Any other web browser will limit the functionality of the Consolidated Application workbook.
- You must have Microsoft Excel (version 10 or above) installed on your computer. Older versions of Microsoft Excel will limit the functionality of the Consolidated Application workbook.
- It is recommended that your Internet connection be at least 10MB/down 1MB/up to avoid long wait times.

- Funding Round (i.e. Housing Innovations)
- Project Name
- Applicant Name
- Primary Contact Name
- Primary Contact Email
- Primary Contact Phone

****Send requests to:
applicationrequest@chfa.org**

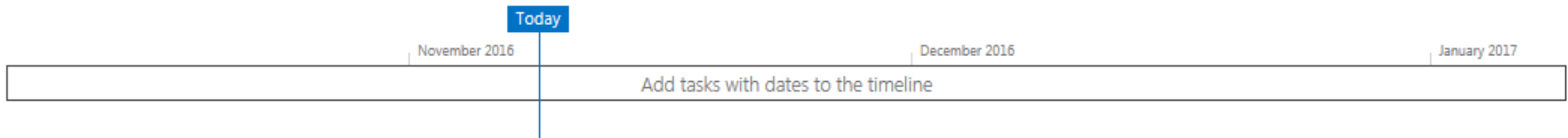
SharePoint

2. Application Checklist

Use this checklist to keep your team focused on the upcoming tasks related to completing this funding application. New tasks can be created and assigned to individual team members that this application site has been shared with. The timeline below shows important upcoming dates. Below are tasks to be completed. (For help on how to use this checklist, [click here](#).)

IMPORTANT: To submit this application for review, check-off all items on the task list below. (Once submitted, you will not be able to make further changes to this application.)

Task List



[+](#) **new task** or **edit** this list



✓	<input checked="" type="checkbox"/>	Title	Due Date	Assigned To
	<input type="checkbox"/>	Ensure that you meet the technological prerequisites (Section 1. above)	...	
	<input type="checkbox"/>	Housing Innovations Overview Session	... 2016-11-09 00:00:00	
	<input type="checkbox"/>	(Optional) Set up Pre-Application Meeting with CHFA and DOH (if needed)	...	
	<input type="checkbox"/>	Share this site with your Development Team	...	
	<input type="checkbox"/>	Upload all appropriate documents/exhibits as noted in the Consolidated Application Workbook	...	
	<input type="checkbox"/>	Complete the Consolidated Application Workbook (see below)	... 2017-01-25 00:00:00	
	<input type="checkbox"/>	Ready for Review (Check when ready to submit application)	... 2017-01-25 00:00:00	

SharePoint

3. Consolidated Application Workbook

The Microsoft Excel Consolidated Application Workbook is listed below. Click the workbook to open it in Excel on your computer. Once it is opened on your computer, choose the type of application you will be applying for by pressing the appropriate buttons on the Exhibit Checklist form. Be sure to click the "Core Items" button first, then the appropriate funding source button to show the applicable information. When you click the save button it will automatically upload your latest changes here. (For help on how to complete this workbook, [click here.](#))

ConApp Workbook

 New  Upload  Share

✓	 Name	Modified	Modified By	Version
	 consolidated_application_workbook_2016.4	... October 13	<input type="checkbox"/> Edward Lachance	1.0
	 Contract Compliance_Notification to Bidders	... October 13	<input type="checkbox"/> Edward Lachance	2.0
	 Employer Information Report	... October 13	<input type="checkbox"/> Edward Lachance	2.0
	 Housing Innovations Support Services Budget	... October 6	<input type="checkbox"/> Edward Lachance	1.0
	 notification to bidders	... October 13	<input type="checkbox"/> Edward Lachance	2.0
	 OPM_Form 1 Campaign Contribution and Solicitation Ban	... October 13	<input type="checkbox"/> Edward Lachance	2.0
	 OPM_Form_5_Consulting_Agreement_Affidavit	... October 13	<input type="checkbox"/> Edward Lachance	2.0

Drag files here to upload

SharePoint

BROWSE

SHARE FOLLOW



File Uploads ?

Search this site

- Home
- Task List
- ConApp Workbook
- File Uploads**
- Reference Library
- Help
- Recent
- Recycle Bin

Upload exhibits to this application by dragging files onto the upload area, below or by clicking the "Upload" link. Organize the exhibits by selecting the file(s) and dragging them to folders.

+ New
 ↑ Upload
 ↻ Sync
 🔗 Share
 More ▾

Folders
All Documents
Flat
...

🔍

✓	Name	Item	Child Count	Modified	Modified By	File Size
	SECTION I - APPLICANT & CO-SPONSOR	...	0	October 1	☐ Scott Blankenburg	
	SECTION II - REGULATORY COMPLIANCE	...	0	October 1	☐ Scott Blankenburg	
	SECTION III - DEVELOPMENT TEAM	...	0	October 1	☐ Scott Blankenburg	
	SECTION IV - DEVELOPMENT	...	0	October 1	☐ Scott Blankenburg	
	SECTION V - RENTAL DEVELOPMENTS (NA for Homeownership Projects)	...	0	October 1	☐ Scott Blankenburg	
	SECTION VI - FINANCING	...	0	October 1	☐ Scott Blankenburg	
	SECTION VII - HOMEOWNERSHIP DEVELOPMENTS (NA for Rental Properties)	...	0	October 1	☐ Scott Blankenburg	
	SECTION VIII - DOH FEDERAL PROGRAMS	...	0	October 1	☐ Scott Blankenburg	
	SECTION IX - AFFIRMATIVE ACTION FAIR HOUSING & EQUAL OPPORTUNITY	...	0	October 1	☐ Scott Blankenburg	
	SECTION X - CERTIFICATIONS (Signed documents should be included in Tab B)	...	0	October 1	☐ Scott Blankenburg	
	SECTION XI - OTHER	...	0	October 1	☐ Scott Blankenburg	
	SECTION XIII - HTCC APPLICATION EXHIBITS	...	0	October 1	☐ Scott Blankenburg	
	SECTION XIII - POINTS CALCULATION WORKSHEETS	...	0	October 1	☐ Scott Blankenburg	
	SECTION XIV - POINTS DOCUMENTATION	...	0	October 1	☐ Scott Blankenburg	
	SECTION XV - MISCELLANEOUS EXHIBITS	...	0	October 1	☐ Scott Blankenburg	

ConApp Changes

- Historic Preservation Requirements
- Homeownership tabs
- Development Budget

Now Fillable PDF Documents

Consolidated Application

4.3.a - Project Narrative

4.3.b - Homeownership Development Projects Narrative

4.3.c - Market Assessment

4.3.d - Program Narrative

4.11 - Program Reform - Relocation Assistance Plan

8.1.a - NEPA Statutory Checklist

8.1.b - NEPA Environmental Assessment Checklist

9.1.a - Fair Housing Impacts

10.1 - Certifications

10.3 - Affirmative Action Policy Statement

10.4 - Fair Housing Policy Statement

10.5 - Certification to Affirmatively Further Fair Housing

10.6 - HTCC Certification

12.6 - Building Schedule

Macro Buttons

DEVELOPMENT NAME: [0] Applicant Name: [0]

[] = Not applicable
 T = Non-Threshold Item - if applicable, required prior to approval. If available, include with application.
 T = Threshold Item - if applicable, required at application submission

THIS FORM MUST BE SUBMITTED WITH INITIAL APPLICATION & ALL RESUBMISSIONS

Exhibit Number	Core Items	CHFA/DOH only	CHFA Funding						DOH Funding					
			Special Programs	Supportive	LIHTC	LIHTC	Workforce	Revolving Loan	Housing Developme	DOH Large Project	HOME/CDBG	DOH Dev	DOH Small Projects	DOH Programs
A	Completed Exhibit Checklist (Form Provided)		T	T	T	T	T	T	T	T	T	T	T	T
B	Notifications		T	T	T	T	T	T	T	T	T		T	T
C	Cover Sheet (Form Provided)		T	T	T	T	T	T	T	T	T	T	T	T
D	Summary Sheet (Form Provided)		T	T	T	T	T	T	T	T	T	T	T	T
E	Application (Form Provided)		T	T	T	T	T	T	T	T	T	T	T	T
SECTION I. APPLICANT and CO-SPONSOR														
1.1	Applicant Info		T	T	T	T	T	T	T	T	T	T	T	T
1.2	Applicant Type		T	T	T	T	T	T	T	T	T	T	T	T
1.3	Co-Sponsor Info		T	T	T	T	T	T		T			T	
1.4	Co-Sponsor Type		T	T	T	T	T	T		T			T	
1.5	Organizational Documents		T	T	T	T	T	T		T				
1.6	Financial Statements		N	N						T	T			
SECTION II. REGULATORY COMPLIANCE														
2.1	Previous Financial Involvement		T	T	T						T	T		
2.2	Organizational History and Experience													T
SECTION III. DEVELOPMENT TEAM														
3.1a	Qualified Development Team Contact Information (Form Provided)		T	T	T	T	T	T	T	T	T	T	T	T
3.1b	Justification for the Selection of Certain Development Team Members		T	T	T	T	T	T		T	T	T	T	
3.2	Construction Procurement Plan									T	T		T	
SECTION IV. DEVELOPMENT														
4.1	Development Info		T	T	T	T	N	T	T	T	T	T	T	N
4.1a	Years Affordable		T	T	T	T	T	T		T	T		T	
4.1b	Applying to 4% Acquisition Credit		T	T	T	N	N	N	N	T	T	N	N	N
4.1c	Part of SSHP		T	T	T	N	N	N	T	T	T	T	T	T
4.1d	Conservation and Development Policy		T	T	T	T	T	T		T	T	T	T	

Funding Buttons Tailor Application to Your Needs

Click on the Program Type you are applying for (DOH Small Projects)

Show All											
CHFA Funding							DOH Funding				
Financing	Supportive Housing	LIHTC	HTCC			Special Programs	DOH Large Project	DOH Fed HOME/CDBG	DOH Fire Dev	DOH Small Projects	DOH Programs
			Workforce Housing	Revolving Loan Fund	Housing Development						
T	T	T	T	T	T	T	T	T	T	T	T
T	T	T	T	T	T	T	T	T	T	T	T
T	T	T	T	T	T	T	T	T	T	T	T
T	T	T	T	T	T	T	T	T	T	T	T

Program Type will appear in yellow box (In this case no program type has been selected)

ConApp Review

Narrative Sections



Consolidated Application Attachment



Project Narrative Exhibit – 4.3.a

DEVELOPMENT NAME:	
APPLICANT:	

Proposed Physical Development, Responsible Growth and Neighborhood Impact

Applicants must provide a detailed description of the proposed development activities. The purpose of the narrative is to provide a clear picture of the proposed development and must include a description of all construction and/or rehabilitation activities and other material aspects of the development. All of the following sections must be completed for each proposal.

Describe the existing conditions on the subject site including all improvements, existing site use, the neighborhood land use patterns and community demographics of the proposed development's surrounding area, and contiguous land uses.

Describe in detail the proposed development activities, including both the proposed housing development as well as any directly related additional development.

ConApp Review

Development Budget Form

DEVELOPMENT NAME		APPLICANT		Sources		
0		0		DOH Housing Trust Fund (Equity)	Federal Historic Tax Credit Net Proceeds	Energy Rebates
		%	Budget	TAX CREDIT ELIGIBLE BASIS		
				70% NPV - 9% or 30% NPV - 4% (New / Rehab.)	30% NPV - 4% Exist Building Acquisition Credit	
						\$1
SITE & IMPROVEMENTS (Div. 2-16) Hard Costs			0	0		
GENERAL REQUIREMENTS (Max. 9% Site + Improvements)		0.0%	0	0		
OVERHEAD and PROFIT (Max. 7% Site + Improvements)		0.0%	0	0		
BOND PREMIUM / L.O.C. COST			0	0		
BUILDING PERMITS and OTHER DEVELOPMENT FEES			0	0		
CONSTRUCTION (Project Cost Summary) Sub-Total			0	0	0	0
COMMERCIAL CONSTRUCTION			0	N/A		
COMMERCIAL CONSTRUCTION CONTINGENCY				N/A		
Other				0		
Other				0		
Other				0		
CONSTRUCTION CONTINGENCY (10% Max) (% Const. >)		0.0%		0		
CONSTRUCTION			0	0	0	0
ARCHITECT - Design				0		
ARCHITECT - Contract Admin (Min. 35%) (% Contract >)		0.0%		0		
ENGINEERING (Civil-Site / Structural / Mechanical / Geo-Technical / Etc.)				0		
SURVEYS (A-2: Exist. Conditions and As-Built)				0		
Other				0		
Other				0		
Other				0		
Other				0		
ARCHITECTURAL and ENGINEERING		0.0%	0	0	0	0
INTEREST (CHFA)				0		
CHFA LOAN ORIG. / COMMIT. FEE		0.0%		N/A	N/A	
INTEREST - Bridge Loan				0		
FEES - Bridge Loan				0		
R. E. TAXES / PILOTS - Const. Period + ___ Months Lease Up				0		
INSURANCE (Builder's Risk / Liability / Hazard)				0		
UTILITIES - Const. Period				0		
Negative Arbitrage on Bonds (if Applicable)				N/A	N/A	

Version 2016.2

Submission Date:
March 16, 2016

Exhibit 6.3 - DEVELOPMENT BUDGET

[Return to Application](#)
[Return to Exhibit Checklist](#)



People & Families First

The Department of Developmental Services

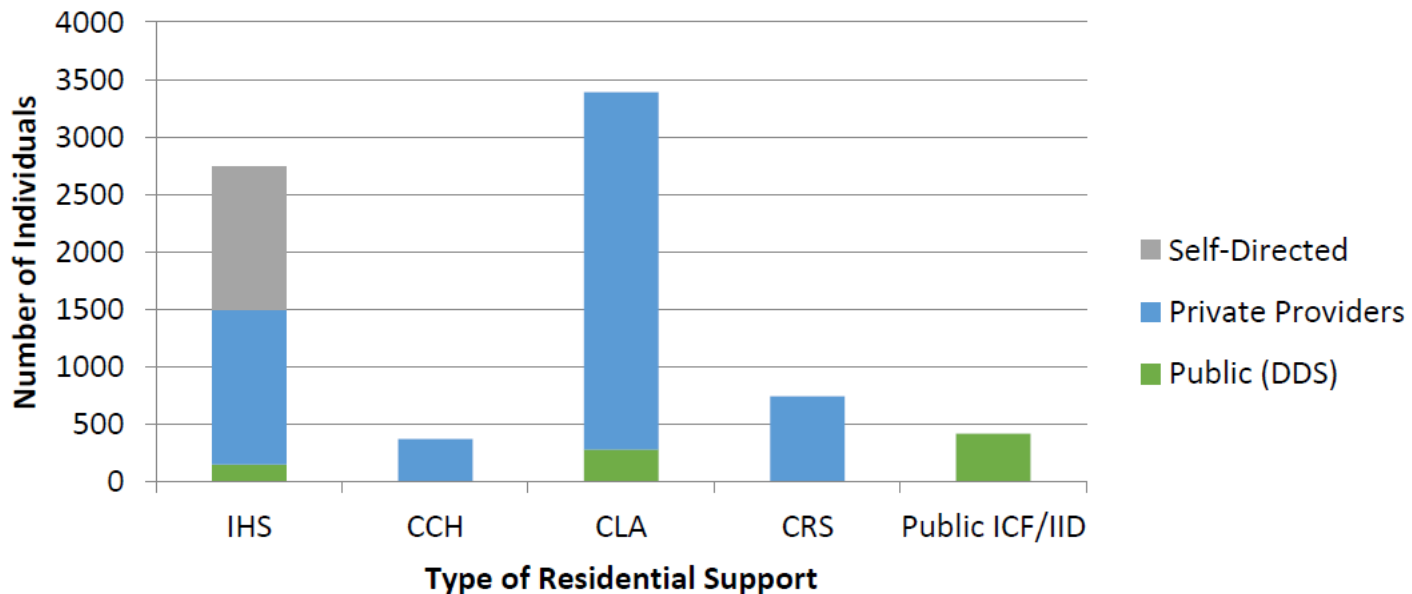
Living the Mission!

The Mission of the Department of Developmental Services is to partner with the individuals we support and their families, to support lifelong planning and to join with others to create and promote meaningful opportunities for individuals to fully participate as valued members of their communities.



Moving towards community-based supports

Residential Supports
September 30, 2016



Goals of IDASH Project Participation

- Expand access to integrated, affordable, supportive housing
- Strengthen linkages between housing and service providers
- Demonstrate effectiveness of SMART home technologies
- Support move from institutional care models to community

What Do People Need and Want

- Safe & affordable supportive housing
- Easy access to transportation
- Community and Work opportunities
- Shared/Mixed-use community space
- Inclusion and participation

Provider Requirements

- Qualified to provide In Home Support Services and Continuous Residential Supports (if applicable)
- Enrolled as Medicaid Performing Provider
- In Good Standing with Active Certification
- Innovative approaches to community-based supports
- Willingness to utilize SMART Home technology

Key Elements of Successful Developments

- Up to 10 units in a larger development (<25% of total units)
- Accessibility, common space, and staff office/apartment
- Develop activities for the whole complex that maximizes the integration of individuals with intellectual disabilities/autism with all the residents in the complex
- SMART Home technology
- Economy of Scale in service delivery
- Person-Centered living environment
- Continuum of support options as needs change

DDS Supportive Housing Requirements

- Preference will be given to 1 or two bedroom apartments utilizing individualized home supports
- Individuals (residents) may receive a cluster support payment to pay for overnight staff if needed
- One three bedroom apartment may be allowed as a Continuous Residential Supports (CRS) setting
- On site staff presence

Expanding on our Goals

- To develop at least one supportive housing model in each region
- To reduce the number of congregate settings and increase the number of supportive housing settings
- To work with the successful proposers to review and revise the cluster supports rate to better match the supportive housing model


Expanding on our Goals (cont.)

- To implement assistive technology strategies to increase independence, maintain the person's health and safety and decrease the reliance on support staff
- To develop a mutually acceptable transition plan into the apartment complex that maximizes integration and minimizes isolation

Questions and Answers

Questions and answers
to be posted on
Funding Opportunities
Webpage:
<http://www.ct.gov/doh>



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PROGRAMS FUNDING OPPORTUNITIES/RFPs APPLICATIONS HOUSING LINKS POLICY & RESEARCH

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Current Funding Opportunities

[Schedule of Competitive Multi-Family Funding Rounds](#)

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Competitive Housing Assistance for Multifamily Properties 9 (CHAMP 9)

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Thursday, March 24, 2016
9:30 AM – 12:00 noon
The Lyceum
227 Lawrence St,
Hartford, CT

Please e-mail edward.lachance@ct.gov to register for this overview conference on or before Monday, March 21, 2016.

[NOFA](#)
[Rating and Ranking](#)