

DANE COUNTY

AFFORDABLE HOUSING DEVELOPMENT FUND

2015 – 2017

December 4, 2017

**AFFORDABLE HOUSING DEVELOPMENT FUND
2015 - 2017**

YEAR	AWARDEE	AMOUNT	TOTAL UNITS	AFFORDABLE UNITS	LOCATION	
2015	Nehemiah	\$ 500,000	8	8	City	
	Housing Initiatives	\$ 500,000	8	8	City	
	Gorman	\$ 554,000	90	76	City	
	Movin' Out	\$ 384,000	48	48	City	
	TOTAL	\$ 1,938,000	154	140		
2016	Housing Initiatives	\$ 515,000	8	8	City	
	DCHA	\$ 350,000	56	56	County	
	J.T. Klein	\$ 665,000	71*	60	County	
	Porchlight	\$ 220,000	4	4	County	
	TOTAL	\$ 1,750,000	139	128		
2017	Gorman	\$ 525,000	59	56	City	
	DCHA	\$ 450,000	20	20	County	
	DCHA	\$ 282,915	20	20	County	
	MSP Real Estate	\$ 342,200	57	48	City	
	Movin' Out	\$ 149,865	59	59	County	
	TOTAL	\$ 1,749,980	215	203		
	AHDF TOTAL	\$ 5,437,980	508	471		
					37MR	7.30%
					471 AFF	92.70%

Year	Total Awards	City	County	
2015	1,938,000 \$	1,938,000		
2016	1,750,000 \$	515,000	\$ 1,235,000	
2017	1,749,980 \$	867,200	\$ 882,780	
TOTAL	5,437,980 \$	3,320,200	\$ 2,117,780	
		61.1%	38.90%	Resolution Target = 30%
Total Units		278	230	
		54.7%	45.3%	
Total Affordable Units		252	219	
		53.5%	46.5%	

Rental Unit Completion Data & Annual Report

Executive Director:				Email:			
Contact RE: Tenant Files				Email:			
Project Name:							
Project Address:							
Total # of Units in Project:		# of Units:					

[illegible]Codes: Race of Head of Household (HH)

- | | |
|---|--|
| V – White | A3 – American Indian/Alaskan Native & White |
| B1 – Black or African American | A4 – Asian & White |
| A1 – Asian | B2 – Black or African American & White |
| A2 – American Indian or Alaskan Native | A5 – American Indian or Alaskan Native & Black or African American |
| N – Native Hawaiian or Other Pacific Islander | O – Other Multi-Racial |

Type of _____

- Household (HH)
S1 – Single, Non-
Elderly
S2 – Single Parents
T – Two Parents
E – Elderly
O – Other

Rent Assistance

- S = Section 8
H = HOME TBRA
O = Other (e.g.,
S+C, PBV)
N = No assistance

Demographic the Summary	# of CDD- Assisted Units	% of CDD- Assisted Units
W		
B1		
A1		
A2		
All other		
Hispanic		
Female		
HH		
Disabled		

Affordable Housing Development Fund Program Review

Reentry Programs

Program Name: _____

Site Address: _____

1. How are referrals made to housing program? Total number served in 2017?

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2. Are there eligibility criteria for program entry? Who would be screened out and why?

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3. Are program participants charged rent? If so, what is amount?

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4. How many tenants per unit are there at each site? Do you have a "house manager" at each site?

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5. Do tenants sign a lease? If so, please provide copy

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6. What is the maximum length of stay in program? Can tenants be evicted? For what offence?

7. Are there program participation requirements?

8. Is there an intake process or service plan established at program entry? Please provide an example of a typical case file with intake, assessments and discharge plan.

9. Are services provided once participants leave housing? If so, what services are provided? Is any information maintained on where program participants go after exiting program?

10. Are housing program participants served by the Dane County funded Man-Up and Re-Entry contracts? How many?

**Dane County Reentry Program
Service Review**

Program Name: _____
Provider Agency: _____

1. What Evidenced Based Practices are utilized in your program?
2. Are Recovery Coaches certified?
3. What community partnerships have been formed to support program participants (employment services/treatment)?
4. What risk/needs assessment tool is used to assess criminogenic need?
5. Who participates in the Welcome Home panels?

6. Have all staff been trained in the "Thinking for Change" curriculum?

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7. How often is child support compliance reviewed?

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8. What percentage of program participants are in substance abuse treatment?

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9. What percentage of program participants are in mental health treatment?

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4.3 Project Description

Provide a detailed description of the project proposed for county support. The description should indicate the planned location, number of and size of units, development costs, a pro forma showing projected operating costs and revenues, and the minimum amount of county funding necessary to complete the project. If the project will have a mix of affordable and market rate units, the response should indicate how many of each size unit will be affordable and how many will be market rate. Responses should also indicate how the county funds will be applied to the project. Responses should also include details on how the balance of the project will be funded. Responses should indicate if, and the amount of, county funds that will be used to fund any gap in the financing necessary to complete the project or will be used to increase the number of affordable units. Projects that include three bedroom units will receive higher consideration. Projects that include a longer affordability term will also receive higher consideration.

4.4 Housing First

Provide a detailed description of how the project will further the county's goal of Housing First, including outreach to the chronically homeless population, tenant screening policies, and potential services to support the target population

4.5 Targeted Population

Provide a detailed description of how the project will serve the targeted populations listed above. In identifying persons in the targeted population, applicants are encouraged to utilize the 'by name list' of homeless persons prioritized for housing maintained by the Dane County Homeless Services Consortium.

4.6 Supportive Services Plan

Provide a detailed description of how supportive services will be secured for the tenants of any property developed as part of this project. The description should detail the types of services that will be provided, any project partners who will be involved in providing those services and how the services will be funded. Responses should be specific in describing the partnership arrangements for any supportive services.

4.7 Tenant Screening Policies

Provide a detailed description of the tenant screening policies that will be used in evaluating potential tenants and how the proposed policies will enhance access for persons with issues such as credit problems, past homelessness, evictions and other traditional barriers to housing.

4.8 Funding Leverage

Responses should clearly indicate the amount of county funding requested compared to the total project costs, and describe the other sources of funds that will support the project. Responses should discuss how the county's contribution will enhance affordability of housing units. Responses will be evaluated such that the response with the lowest county cost per affordable unit bedroom will receive the highest points.

3.3 Evaluation Criteria

The proposals will be scored using the following criteria:

	<u>Evaluation Criteria Percent</u>
Development Team Capabilities (Section 4.2)	10
Project Description (Section 4.3)	15
Housing First (Section 4.4)	15
Targeted Population (Section 4.5)	15
Supportive Services Plan (Section 4.6)	10
Tenant Screening Policies (Section 4.7)	15
Project Location outside Madison	20
	TOTAL 100

3.4 Award

Responses to this RFP will be evaluated by the AHDF staff team. The staff team may request respondents to make presentations of their projects. The highest scoring projects will be recommended to receive a funding allocation. Once a funding allocation has been awarded, the county can provide evidence of a funding commitment for the respondent's use in securing other financing such as tax credits, grants or other sources.

4.0 GENERAL RESPONSE REQUIREMENTS

4.1 Introduction

Provide a brief overview of the project team and the proposed development.

4.2 Development and Service Team Background

Provide a description of the organization including key staff who will be involved in the project, past projects the team has completed, and projects currently in process. Items that should be addressed include:

Development and Service Team Experience in:

1. Obtaining and utilizing Section 42 tax credits
2. Participating in public/private joint ventures
3. Developing multifamily housing for low-income households
4. Developing permanent supportive housing if applying for such project
5. Property management, and
6. The provision of support services if the project entails permanent supportive housing

**DANE COUNTY BOARD OF SUPERVISORS
2018 CAPITAL BUDGET AMENDMENT**

Amendment # P&F-C-02		Supervisors Dye, Corrigan, Schauer, Chenoweth 630 Administration Affordable Housing Development Fund	
Sponsor/Committee:			
Oversight Committee Action:			
Personnel & Finance Action:			
Narrative Page:			
Department:			
Program:			
Motion: (revenue/expenditure/text effect)		Increase expenditures and borrowing proceeds by \$2.4 million for the Affordable Housing Development Fund and add the following language to the Capital Budget Resolution: "The 2018 Capital Budget includes \$3 million of funding for the Affordable Housing Development Fund. With this amount, the county has exceeded its original commitment of \$8 million for the Fund outlined in the 2015 Capital Budget. It is the intent of the County Board to renew this commitment in the 2019-2022 budgets. The Affordable Housing Development Fund monies will be continue to be awarded through a competitive request for proposals (RFP) process. The Fund will continue to be administered by the Office of Economic and Workforce Development. Up to \$1 million of the 2018 allocation will be available to fund and RFP response by the Dane County Housing Authority. The RFP will be coordinated and reviewed by a staff team including the Director of the Office of Economic and Workforce Development, the Controller, the Director of Planning and Development and a staff person from the Human Services Department. Meetings of the staff team will be open to the public and agendas will be posted in the county's Legistar system. The staff team will present their recommendations of funding awards to the Personnel and Finance Committee prior to introducing an award resolution."	
Program Effect:			
FTE Effect: -			
Line Item Detail (not required for introduction, attach additional listing if necessary)			
Org	Object	DESCRIPTION:	Amount
CPADMIN	58720	Affordable Housing Development Fund	\$2,400,000
CPADMIN	87974	Borrowing Proceeds	\$2,400,000
Intent/Justification The AHDF has been successful in spurring the development of affordable housing in Dane County. This amendment increases the 2018 appropriation, expresses a commitment to continue the program and			
NET GPR EFFECT: _____			