



DEPARTMENT OF VETERANS AFFAIRS
Veterans Health Administration
Sierra Pacific Network
201 Walnut Avenue
Mare Island, CA 94592

In Reply Refer To: 10N21

September 6, 2017

Michael Weyrick, President
MW Development Inc.
1601 Cloverfield Blvd
Santa Monica, CA 90404

Santa Rosa Housing Authority
90 Santa Rosa Ave.
Santa Rosa, California 95401

This letter is to state the support of VA Integrated Service Network 21 (VISN 21) and the San Francisco VA Health Care System/ Santa Rosa HUD-VASH program for MW Development's Veteran Housing application to the Santa Rosa Housing Authority. This application is for 10 Project-Based HUD-VASH Vouchers (PBV's) that will be located in Windsor, CA at Heritage Park. The Santa Rosa Housing Authority will be requesting HUD approval to convert 10 vouchers to PBV's from its existing allocation of HUD-VASH Vouchers, which VISN 21/SFVA also supports.

If awarded, this project will provide 10 homeless Veterans with permanent housing, along with case management support services provided by the VA HUD-VASH team.

This housing will supply Sonoma County with a much-needed addition to affordable housing in a county with a 1 percent vacancy rate, and will also provide services in a central location to Veterans.

Sincerely,

Danica Bogicevic, LCSW-C
VISN 21 Network Homeless Coordinator

Phone: (707) 235-4517
e-mail: Danica.Bogicevic@va.gov



CITY OF SANTA ROSA HOUSING AUTHORITY APPLICATION FOR PROJECT BASED VOUCHERS

APPLICATION COVER SHEET

MW Development, Inc.

95-4610450

Legal Name of Organization

Tax ID Number of Organization

3911 North Ventura Avenue, Suite B, Ventura, CA 93001

Mailing Address

Michael Weyrick

President

Name of contact person for this application

Title

(805) 628-9585

MichaelWeyrick@mwdevelopment.org

Telephone

Email

Organization website address

Project Summary

Heritage Park

Project Name

8685 Old Redwood Highway, Windsor, CA 95492

Project Address

Project Type:

☐ Existing Housing
☐ Substantial Rehabilitation
☒ New Construction

Estimated Date of Occupancy:

7/1/2019

Number of Project-Based Vouchers
Requested:

Total units in
this Project: 33

Percent of units to be
Project-Based: 30

By signing this application the following certifications are made by the applicant:

1. The owner and its agents will adhere to the Project-Based Voucher Program requirements in 24 CFR 983.
2. The owner and its agents will comply with all applicable fair housing and civil rights requirements found in 24 CFR 5.105)(a) including but not limited to, the Fair Housing Act, the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.

Authorized Signature:

Date:

12/27/17

Printed Name and Title:

Michael W. Weyrick, President

REQUEST FOR PROPOSALS

**HUD-VETERANS AFFAIRS SUPPORTIVE HOUSING PROGRAM (HUD-VASH)
PROJECT-BASED VOUCHER FUNDING
JUNE 2015**

I. Introduction:

The City of Santa Rosa Housing Authority (SRHA) is issuing a Request for Proposals (RFP) seeking proposals from owners and/or developers for Project-Based Vouchers available under the Department of Housing and Urban Development – Veterans Affairs Supportive Housing (HUD-VASH) program. Existing units, substantial rehabilitation projects and new construction projects are all eligible for consideration. Up to 100 vouchers are available under this RFP.

This request for proposals (RFP) is established pursuant to Title 24, Chapter IX, Part 983 of the Code of Federal Regulations Project Based Voucher program Final Rule published in the Federal Register on October 13, 2003 and Changes to the Section 8 Project-Based Voucher Programs Final Rule published on June 25, 2014.

Basic Application Information

This is a “rolling” Request for Proposals (RFP) process. Proposals will be accepted for consideration on a continual basis beginning June 15th, 2015. Proposals will be accepted for consideration until it is determined by the City of Santa Rosa Housing Authority (SRHA) that funding or vouchers are no longer available for award, or that this methodology no longer serves a purpose for SRHA. SRHA reserves the right to reject any or all proposals and to terminate the RFP process at any time if deemed by SRHA to be in its best interests.

Two copies of each proposal submission must be submitted in a three-ring binder. Proposals must include a brief narrative and applicable supporting documentation for each of the selection criteria, as well as a completed *Application for Project-Based Voucher Funding* and the *Application Cover Sheet*. Completed proposals should be submitted to:

City of Santa Rosa Housing Authority
Attn: Rebecca Lane, Program Specialist
Department of Economic Development and Housing, City Hall Annex
90 Santa Rosa Avenue
Santa Rosa, CA 95404

If an applicant fails to give complete information or documentation as required, the application will not be considered for review.

If you have any questions, or need assistance in completing the application, please contact Rebecca Lane by email at rlane@srcity.org or by calling (707) 543-3305.

II. Definitions:

Existing Housing: Units that are built on or before the date of project selection, have a valid certificate of occupancy and can either pass HQS as the time of project selection, or the unit can be made to pass inspection after improvements costing less than \$1,000 per unit. The units must fully comply with HQS before execution of the HAP contract.

Housing Quality Standards (HQS): The HUD minimum quality standards for housing assisted under the Housing Choice Voucher program listed at 24 CFR 982.401.

Rehabilitated Housing: Housing units that exist on the proposal selection date, but do not substantially comply with HQS on that date, and are developed pursuant to an Agreement between the PHA and owner for use under the PBV program.

Newly Constructed Housing: Housing units that do not exist on the proposal selection date and are developed after the date of selection pursuant to an Agreement between the PHA and owner for use under the PBV program.

Housing First: An approach where homeless persons, usually chronically homeless or especially vulnerable homeless individuals and families, are provided immediate access to housing and then offered the supportive services that may be needed to foster long-term stability and prevent a return to homelessness. More information on Housing First is available from the United States Interagency Council on Homelessness' (USICH) *Housing First Checklist: A Practical Tool for Assessing Housing First in Practice* on the USICH website.

III. PBV Program Purpose and Requirements:

Under the PBV program, HUD allows Housing Authorities to attach up to 20% of its Section 8 Housing Choice Voucher program funding to specific housing units. In contrast to the tenant-based voucher program, a housing subsidy will remain connected to the unit after a tenant moves out of the unit. The owner must agree to rent the unit to eligible tenants for the duration of the Housing Assistance Payments (HAP) contract.

This opportunity is specific to the HUD-VASH program, which is a collaborative effort between the US Department of Housing and Urban Development (HUD) and the Veteran's Administration (VA) that combines rental assistance with case management and clinical services for homeless veterans. Under the HUD-VASH program, the VA determines eligibility under VA guidelines and refers applicants to the Housing Authority. The Housing Authority determines final eligibility for the voucher pursuant to the HUD-VASH Operating Requirements published in the Federal Register on March 23, 2012. Applicants should familiarize themselves with these Operating Requirements and the VA guidelines for the VASH program.

This Request for Proposals (RFP) solicits the participation of owners who request HUD-VASH PBV assistance for either existing, rehabilitated or newly constructed units. SRHA may select

multiple projects under this RFP so long as the total number of vouchers committed does not exceed 100.

IV. Eligible Projects

The number of HUD-VASH vouchers currently available for project-basing is 100. Existing units, rehabilitated units and newly constructed units are all eligible under this RFP.

Proposed projects must be able to meet all the HUD requirements of the Project-Based Voucher program available for review at 24 CFR 983, including but not limited to applicable environmental review, prevailing wage requirements and subsidy layering review. Applicants will be expected to communicate with SRHA regarding these requirements and supply any additional information requested by SRHA to complete the application process.

Identity of Interest: If one of the respondents presents an Identity of Interest with SRHA, the proposal in question will be forwarded to the HUD field office or HUD-approved independent entity for review.

HUD Waivers: If a project that requires a waiver from HUD does not receive a waiver, that project will not receive funding unless the applicant can change their proposal to meet HUD requirements. If this change would alter the ranking points assigned to the application, SRHA will re-score and rank the proposal.

V. Proposal selection

Complete proposals submitted to SRHA in the required format and including all required documentation will be reviewed, evaluated and ranked by a Project-Based Voucher Selection Committee, which will include a representative from the VA. Proposal reviews will occur on a regular basis or as applications are received. Awards will be contingent upon the availability of vouchers and budget authority at the time the proposal is submitted. The Housing Authority Board of Commissioners will make the final selection decision for each proposal. Projects that are selected by the Housing Authority Board of Commissioners will then move forward for HUD approval under PIH Notice 2011-50. **Final commitment of the Project-Based Vouchers is contingent upon HUD approval of the project.**

The Project-Based Voucher Selection Committee will use the attached Evaluation Criteria to rank proposals. A minimum number of 55 points is required for the proposal to be considered. The evaluation criteria are considered minimum threshold factors, and SRHA reserves the right to determine if a proposal is consistent with its affordable housing goals.

If there are not enough vouchers to fully fund a proposal, the applicant will be given the opportunity to accept a lesser number of vouchers than requested or decline all the vouchers.

SRHA will make every effort to provide a written selection decision to the applicant within 60 days of the submission of a proposal. If selected, the applicant will be expected to cooperate with SRHA in providing any additional information requested by HUD in the final approval process.

CITY OF SANTA ROSA PROJECT BASED VOUCHER PROGRAM

	City of Santa Rosa Housing Authority HUD-VASH Project-Based Voucher Proposal Evaluation Criteria June 2015		
1.	Commitment to Providing Long-Term Affordable Housing	15 points maximum	
a	Project has received or will pursue long-term affordable housing financing through a competitive process by a federal, State or local government.	5	
b	The project requires 25% or fewer units to be Project-Based.	5	
c	Owner provides evidence of long-term viability of project, such as a 25-year cash flow Pro Forma.	5	
	<i>Total points in category 1</i>		
2.	Experience with Similar Projects	15 points maximum	
a	Owner/Manager demonstrates experience in successful implementation of the Housing First model and/or in supportive housing for veterans.	15	
b	Owner/Manager demonstrates significant experience in any special needs housing and is willing to implement a Housing First model.	10	
c	Owner/Manager does not have experience with projects similar to the one proposed, but has experience in managing any affordable housing.	5	
	<i>Total points in category 2</i>		
3.	Project Readiness	15 points maximum	
a	Existing Housing that is ready for occupancy within 60 days of project selection.	15	
b	Newly constructed or substantially rehabilitated units that will be ready for occupancy within 12 months of signing the Agreement to Enter into a Housing Assistance Payments (AHAP) contract.	10	
c	Newly constructed or substantially rehabilitated units that will be ready for occupancy after 12 months of signing the Agreement to Enter into a Housing Assistance Payments (AHAP) contract.	5	
	<i>Total points in category 3</i>		
4.	Supportive Services	10 points maximum	
a	Supportive services will be available to residents on or near the project site (excluding the case management and clinical services already	10	

CITY OF SANTA ROSA PROJECT BASED VOUCHER PROGRAM

	provided under the HUD-VASH program) and an agreement has been established with a provider or a funding source has been identified for those services.		
b	Supportive services will be available to residents on or near the project site (excluding the case management and clinical services already provided under the HUD-VASH program) and a likely funding source and/or provider has been identified.	5	
c	The project does not include a plan for supportive services beyond the case management and clinical services already provided under the HUD-VASH program.	0	
	<i>Total points in category 4</i>		
5.	Project Location—Neighborhood	10 points maximum	
a	Project is in a census tract with a poverty rate at or below 10%.	10	
b	Project is in a census tract with a poverty rate greater than or equal to 10%. Please note that if a project is in a census tract with a higher poverty rate than 10% according to the most recent census date, the applicant must explain how the project site is consistent with the goal of deconcentrating poverty and expanding economic opportunity pursuant to 24 CFR 983.57(b).	5	
c	Project is in a census tract with a poverty rate greater than or equal to 20%. Please note that if a project is in a census tract with a higher poverty rate than 20% according to the most recent census date, the applicant must explain how the project site is consistent with the goal of deconcentrating poverty and expanding economic opportunity pursuant to 24 CFR 983.57(b).	2	
	<i>Total points in category 5</i>		
6.	Accessibility Standards	10 points maximum	
a	Units and project common areas meet and exceed accessibility requirements.	10	
b	Units and project common areas meet minimum accessibility requirements.	5	
	<i>Total points in category 6</i>		
7.	Unit Size Available	10 Points Maximum	
a.	Units to be project-based include one and two bedrooms, with a majority of one-bedroom units.	10	

CITY OF SANTA ROSA PROJECT BASED VOUCHER PROGRAM

b.	Units to be project-based include one, two, and three bedrooms.	5	
	<i>Total points in category 7</i>		
8.	Collaboration with VA Programs	10 points maximum	
a	The owner/manager has collaborated with the VA under the VASH program or similar programs for veterans, or demonstrates commitment to collaboration with the VA under the VASH program or similar programs, as evidenced by a letter of support or similar documentation included in the application.	10	
b	The owner/manager demonstrates willingness to collaborate with the VA under the VASH program.	5	
	<i>Total points in category 8</i>		
9.	Contract Rent Proposed	5 points maximum	
a	Proposed contract rent is below payment standard.	5	
b	Proposed contract rent is at the maximum payment standard.	2	
	<i>Total points in category 9</i>		
Total points in all categories			

I. Description of Property

1. PBV Project Name

2. Property Address and Assessor Parcel Number(s)

3. Application Category

- ☐ Existing
- ☐ Rehabilitation
- ☐ New Construction

4. Projected date of occupancy:

5. Structure Type (e.g., Low-Rise or Hi-Rise Apt, Townhome, Duplex/Triplex/Fourplex, Single Family)

6. Is this a Tax Credit property?

- ☐ Yes
- ☐ No
- ☐ Intent to Apply

7. If Yes or Intent to Apply, is property located in a Qualified Census Tract¹?

- ☐ Yes
- ☐ No

8. Census Tract of property

9. Poverty rate in Census Tract:

10. The project is for seniors, people with disabilities or “qualifying”² households receiving supportive services (check any or all that apply):

- ☐ Seniors
- ☐ People with disabilities
- ☐ People receiving supportive services

¹ See <http://www.huduser.org/DATASETS/qct.html>

² Please see 24 CFR §983.56(b)(B).

11. If the units are not for seniors, people with disabilities or qualifying households, the number of PBV units in the project will be limited to 25% or less. The proposed project meets the 25% limit:

- ☐ Yes
☐ No

12. Property Configuration

	1 Br	2 Br	3 Br	4 Br	5 Br	Total
Total units including non-PBV						
Total PBV units						
PBV rents (Gross Rent)						
Contract Rent						
PHA Utility Allowance						
Fair Market Rents (FMR)						
110% FMR						
Tax Credit Rent, if applicable						

13. Complete the utility table below for the proposed PBV units.

Utility/Service	Owner or Tenant Paid	Natural Gas	Electric
Heating (Specify Type)			
Cooking (Specify Type)			
Water Heating (Specify Type)			
Other Electric			
Water			
Sewer			
Trash Collection			
Other (Specify)			

14. Is the property accessible for persons with disabilities?

- ☐ Yes, all units and common areas
☐ No, no accessibility features
☐ Some units (indicate number of units and identify accessible common areas)

15. Are there any non-residential units (e.g., commercial, office) on this property?

☐ Yes

☐ No

If yes, please describe:

16. List the distance (in miles) from the property to the nearest:

Distance in miles	Service	Name or description of facility
	Supermarket	
	Shopping district	
	Public transportation	
	Health services	
	Educational institution	
	Significant employers	
	Other neighborhood service	

17. Site information:

Does applicant have site control?			
Current Land Use Designation			
Proposed Land Use Designation			
Proposed Density (units/acre)		No. of acres	
Water/Sewer availability and location			
Is property subject to specific area plan?			
Is relocation of occupants necessary?			
Purchase price			
Appraised value			

18: Environmental considerations

Reports/Studies completed

Proximity to flood plain

Indicate presence of wetlands, vernal pools, endangered plant or animal species

Other known environmental constraints

19. Affordability

Total number of units to be built: _____

Number of affordable rental units: _____

Number of affordable ownership units: _____

Number of units dedicated for:				
30% AMI	31-50% AMI	51-80% AMI	80%+ AMI	Non-Restricted

Itemization of Proposed Units:					
Bedroom Size	Sq. Ft.	No. of Units	Targeted Income Level	Proposed Rent	Comment

II. Management Plan

Please describe the management plan for the property. Use additional sheets as necessary and/or attach relevant documentation, identifying attachments in the spaces below:

1. Property Management Agent Name:

2. Address of Property Management Agent:

3. Property Management Agent website:

4. Qualifications, including management of properties for persons with special needs (if applicable):

5. Address and description of other properties managed:

6. Personnel plan for the proposed project:

	No. of Staff	Working Days/Hours
Office Staff:	<hr/>	<hr/>
Maintenance Staff:	<hr/>	<hr/>

Is there a Resident Manager in addition to the above staff for after-hours emergencies?

☐ Yes

☐ No

III. Financial Information

1. Legal name of applicant with whom Project-Based Voucher HAP Contract will be established:

2. Type of organization (corporation, partnership, etc.)

3. Tax Exempt organization

- ☐ Yes
☐ No

4. Will rents in the property remain affordable after the expiration of the HAP contract?

- ☐ Yes
☐ No

5. Has the project received funding through any competitive process by any government entity?

- ☐ Yes
☐ No

6. Requested HAP Contract Term:

7. Project Cost and Financing

Project Costs					
Land Cost	Land Cost Per Acre	Predevelopment	Soft Costs	Hard Costs	Total Project Cost
					\$
				Cost Per Unit	\$

Project Financing	
Anticipated funding from PBVs	
Additional Housing Authority funding, if any	
Amount of other permanent financing	
Amount of cash or loans currently in project	
Amount of owner's equity in project	
Amount of Deferred Developer Fee	
Total	

What are the administrative costs of this project, and how will they be funded?

Please attach the following tables to complete question 6:

- ☐ *Table 1: Existing or Committed Financing Sources*
- ☐ *Table 2: Interim/Construction Financing*
- ☐ *Table 3: Permanent Financing*

IV. Existing Units Only

1. If existing units, are any of the units currently occupied by households ineligible for assistance?

☐ Yes

☐ No

2. Identify the currently occupied units on the property.

Unit address	Bedrooms	No. of occupants	Unit address	Bedrooms	No. of occupants

V. CERTIFICATIONS

The Applicant certifies that:

The information submitted in this application and any supporting materials is true, accurate and complete to the best of the applicants' knowledge;

The applicant acknowledges that any material changes to the project not disclosed to and approved by the Housing Authority may result in a denial or termination of the AHAP or HAP contract. Material changes include but are not limited to: changes in the project design, amenities, number and size of units; changes to the development budget; changes to the proposed sales prices, rents or operating expenses; changes to the sources, amounts or terms of financing; changes to the ownership entity or key staff identified in this application or changes to other application items;

The applicant acknowledges that the information submitted as part of this application, except material considered confidential, may be made available to the public;

The applicant acknowledges that submitting an application does not promise or guarantee that the project will receive Project-Based Voucher funding;

The applicant acknowledges that any in-place existing tenants must not be displaced in order to qualify their units for Project-Based Voucher funding;

The applicant agrees to abide by all federal, state and local Fair Housing laws; and,

The applicant agrees to abide by the Project-Based Voucher program regulations found at 24 CFR 983 and the City of Santa Rosa Housing Authority Administrative Plan

Applicant Representative(s)

Michael W. Weyrick

Name

President

Title

Signature

Date

Name

Title

Signature

Date

Section III, Question 6

*Table 1: Existing or Committed Financing Sources***EXISTING AND/OR COMMITTED FINANCING**

	1	2	3	4	5	6
Lender's Name & Address						
Contact Person & Phone #						
Name of Program						
Loan Amount						
Annual Payment						
Terms of Loan						
Date Applied						
Current Status of Application						
Conditions						

Section III, Question 6

Table 2: Interim/Construction Financing

INTERIM/CONSTRUCTION FINANCING

	1	2	3	4	5	6
Lender's Name & Address						
Contact Person & Phone #						
Name of Program						
Loan Amount						
Annual Payment						
Terms of Loan						
Date Applied						
Current Status of Application						
Conditions						

Section III, Question 6

Table 3: Permanent Financing

PERMANENT FINANCING

	1	2	3	4	5	6
Lender's Name & Address						
Contact Person & Phone #						
Purpose						
Name of Program						
Loan Amount						
Annual Payment						
Terms of Loan						
Date Applied						
Current Status of Application						
Conditions						