

State of Oregon
Oregon Housing and Community Services Department
on the behalf of the Regional Solutions Agencies



Request for Applications (RFA)
Workforce Housing Initiative
RFA #914-4617-17

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Department
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Single Point of Contact (SPC)

The SPC for this RFA is above, along with the SPC's contact information. Applicant shall direct all communications related to any provision of the RFA, to the SPC via email.

Agencies at time of Reservations will determine their own SPC for that respective Agency.

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SECTION 1: GENERAL INFORMATION

1.1. Introduction

The State of Oregon, acting by and through its Housing and Community Services Department (OHCS) on the behalf of the Regional Solutions Agencies through the Governor’s Office, described herein, is seeking Applications from private or public entities actively engaged in producing workforce housing that will support economic growth and permanent family wage jobs in Oregon. The Regional Solutions Agencies include the Department of Environmental Quality (DEQ), the Department of Land Conservation and Development (DLCD), the Department of Transportation (ODOT), the Housing and Community Services Department (OHCS), and the Oregon Business Development Department (Business Oregon). Applications may be submitted by housing developers, municipalities, employers, financial institutions, philanthropic organizations or other groups.

The Regional Solutions Program, as described under ORS 284.752 to ORS 284.754, works across the state agencies to align resources and policies to address economic development priorities. The Regional Solutions Agencies became part of the team to each of the economic development districts that represents all 36 counties statewide. Each Regional Solutions team has a coordinator. Agency directors of the Regional Solutions Agencies are members of the Governor’s Regional Solutions Cabinet (Cabinet), along with the Governor’s Regional Solutions Director and several policy advisors who meet to discuss community based solutions and projects, and (to the extent possible) removes barriers that have been identified by the team to ensure smooth operations. More information about the Regional Solutions Program can be found at: <http://www.oregon.gov/gov/admin/regional-solutions/Pages/default.aspx>.

With Governor Kate Brown’s leadership, state agencies are looking at their current programs and tools to find opportunities to partner with communities, the business sector, and housing developers to address the workforce housing shortage in Oregon. Request for Information (RFI) #DASPS-2839-17 was issued to gather information about tools and resources that would be helpful to others. The information collected in the RFI process has assisted with the development of this RFA that will be used to select pilot projects within communities across the state to create models for reducing barriers to building workforce housing.

The Regional Solutions Agencies (Agencies) have identified tools to support workforce housing public private partnerships, including access to loans, grants, and targeted technical assistance (see Attachment 2 for additional information).

For RFA Definitions refer to Attachment 3.

1.2. Background

Governor Brown directed Agencies to find solutions to the workforce housing problem. In recent months, Cabinet and OHCS convened roundtable conversations with housing developers and business leaders. These meetings helped all participants better understand the challenges and opportunities related to workforce housing. Employers, developers, and state agencies expressed a strong interest in working collaboratively to alleviate this problem.

While OHCS is working to address housing needs below 60% AMI, there are no dedicated tools for middle income housing and the market is under producing new housing supply to meet the needs of the workforce above 60% AMI. This lack of “workforce housing” at incomes between 60% AMI and 120% AMI undermines community vitality, hitting rural areas particularly hard. Oregonians with lower to mid-range salaries struggle to find a suitable home for their family near their work. And employers ranging from manufacturing and engineering to health and education are unable to reach their full potential.

This RFA is the next step in securing the tools, concepts, and resources by establishing Agreements in the community in support of the statewide workforce housing initiative.

1.3. Objectives; RFA Overview

1.3.1. The objectives of this RFA are to:

- Establish pilot projects that will produce workforce housing, thus enabling job retention and creation.
- Leverage limited state investments with investments from other partners including employers, local jurisdictions and/or philanthropy to produce workforce housing.
- Engage employers in creating housing solutions for their workforce.
- Find innovative and replicable solutions to a decades-long issue in Oregon.
- Increase the availability of workforce housing in target communities.
- Identify successful approaches for expansion to other communities.
- Inform longer range housing strategies and discussions with the Oregon Legislature.

1.3.2. This RFA is designed to solicit for Applications with proposed workforce housing pilot projects for the evaluation by Agencies. Agencies will recommend a list of prioritized pilot projects to Cabinet for final prioritization. Feedback from Agencies evaluation may or may not be considered by Cabinet. Cabinet will evaluate the proposed list of prioritized pilot projects and determine if the respective Cabinet member’s Agency can provide funding for all or part of a proposed pilot project or can collaborate to fund pilot projects.

1.3.3. Agencies anticipate selecting multiple proposed pilot projects from the list of prioritized

projects determined from this RFA. The initial term of any Agreement is contingent upon the type of project, associated program and funding, and respective Agency's requirements.

1.3.4. The total amount of assistance to be shared for all pilot projects is approximately \$1,000,000 - \$4,500,000.

There is no guarantee that Agreements or specific Agreement amounts will be awarded from this solicitation.

SECTION 2: EVALUATION PROCESS

2.1. Evaluation Criteria

Applications will be evaluated by Agencies based upon its own judgment as to the degree to which Applicants clearly and completely demonstrate their ability with respect to the following categories:

- Project Identified and Readiness
- Need
- Business Engagement
- Partnerships
- Innovation
- Replicability
- Consideration Factors

A total of 100 maximum points is possible. The Agencies will use the highest ranked Applications to prioritize and recommend a list of proposed pilot projects to Cabinet.

2.2. Evaluation Items

Applicants must choose one of the following on the Cover Sheet, Attachment 1:

- 1) Track A:**
 - a. Financial Feasibility and Construction Readiness**
- 2) Track B:**
 - a. Capacity Building and Partnership Development**
- 3) Track A and B:**
 - a. Financial Feasibility, Construction Readiness, Capacity Building, and Partnership Development**

Applicants must respond to each set of the evaluation items below for the applicable tracks. Irrelevant information will not enhance scoring and may reduce scoring. In your responses, do not instruct your reader to refer to another document. Each evaluation item must be followed by a self-sufficient response.

2.2.1. Project Identified and Readiness

- **Track A:**

- 1) Provide documentation of the Site selected, Site properly zoned, and design work completed. Provide the financial model.
- 2) Project identified – describe how this project will meet the workforce housing need. Please include how the Site will become occupied.
- 3) Is the property acquired or is an option agreement to purchase in place? If not, how long will that process take and how will it be paid for?
- 4) If the property is acquired, is it properly zoned? Provide documentation showing both (acquisition complete and zoning) have been completed.
- 5) Provide the ownership structure of project during construction and post construction.
- 6) Financial Readiness: What funding has already been secured (documentation included – loan commitment letters, award letters for foundation funds, master lease agreements, etc.)?
- 7) Financial Readiness: Identify the total project cost and funding gaps. If loans will be requested, provide evidence of the ability to repay loan funds.

- **Track B:**

- 1) Describe the political will, business community support, and public support.
- 2) Existing Capacity: Please describe how the technical assistance effort will advance workforce housing opportunities. How will the technical assistance be delivered?

2.2.2. Need

- **Track A and Track B:** Provide the quantified need through study, clear statement from business community, no recent/slow building (*formal studies work will receive preference*).

2.2.3. Business Engagement

- **Track A:** Describe the business commitment of resources including dollars, master lease, other formal agreements, etc.)
- **Track B:** Describe the business commitment to engage in process. Provide documentation of the business commitments.

2.2.4. Partnerships

- **Track A and Track B:** Outline the names of developers, public, and business community actively engaged in moving project forward. *Preference will be given for innovative partnerships.*

- **Track A and Track B:** Please include experience of team members in completing similar projects.

2.2.5. Innovation

- **Track A and Track B:** Provide your new or unique model with potential application to other communities.

2.2.6. Replicability

- **Track A and Track B:** Demonstrate how the process/development can be used in other communities.

2.2.7. Consideration Factors

Applications will be evaluated based on the responses described above. In addition, Agencies will consider the following factors in evaluating the Applicant's proposed pilot project to fund, as applicable, which includes but is not limited to the following:

- Project readiness;
- Projects providing the greatest number of suitable housing units constructed, acquired, developed or rehabilitated for the least amount of loan;
- Amount of impact to secure workforce housing;
- Available funding;
- Geographic distribution of funds across the state;
- Projects eligible for available Regional Solutions Agency programs;
- Projects where the Applicant purchased or intends to purchase off of the state property lists referenced in this RFA;
- Projects with employer contribution; or
- The Applications, in the sole judgment of the Agencies, best achieve the purposes of each individual Agency's respective program.

A response to this Section 2.2.7. is not required by the Applicant.

2.3. Review Process

Responsive Applications will be reviewed as follows:

- 1) Applications will be scored and evaluated for eligibility by Agencies Evaluation Review Team that may include Coordinators.
- 2) The Agencies Evaluation Review Team will use the scored evaluation items to rank Applications and their proposed pilot projects and prioritize a list for Cabinet's review and determination.
- 3) Feedback from Agencies Evaluation Review Team may or may not be considered by Cabinet.
- 4) Cabinet reserves the right to consider as part of the evaluation process, feedback and recommendations from the Regional Solution Coordinators Committee, previous

performance and financial stability as these areas relate to the performance of activities under any Agreement resulting from this Application.

- 5) Cabinet will evaluate the proposed list of prioritized pilot projects and determine if the respective Cabinet member's Agency can provide funding for all or part of a proposed pilot project. Cabinet may explore collaboration among Agencies to fund prioritized projects.
- 6) Cabinet's final prioritized list of proposed pilots projects identified in Applications for which a Reservation may be issued, if any, will be based upon on the above process and requirements described in this RFA. Agencies will endeavor to limit this selection process to 90 days.

Meeting the above eligibility requirements does not guarantee an Agreement award.

2.4. Recommendations

Once the Applicant has been notified of a potential award Reservation, in full or partial award, for that respective Agency, the individual Agency will contact the selected Applicant to pursue execution of an Agreement within that specific Agency's program requirements, which may include additional verification of qualifications. Each Agency will issue their own Reservation of funding and potential Agreement, subject to that Agency's terms and requirements, for any selected Applicant participating in a program that meets that Agency's criteria and funding source.

SECTION 3: APPLICATION PROCESS AND REQUIREMENTS

3.1. Pre-Application Conferences (Optional)

- 3.1.1.** OHCS will hold two (2) Pre-Application Conferences that will be held at the date and time listed in the Schedule. Conference call options will be available. The Pre-Application Conferences are optional for prospective Applicants' participation.

The purpose of both Pre-Application Conferences is to:

- Provide additional description of the project;
- Explain the RFA process; and
- Answer any questions Applicants may have related to the project or associated programs.

Statements made at the Pre-Application Conferences are not binding upon Agencies. Applicants may be asked to submit questions in writing.

- 3.1.2. RSVP and Attendance at Optional Pre-Application Conferences.** Applicants interested in attending one or both Pre-Application Conferences must notify the SPC identified on page 1, of intent to attend the Pre-Application Conference(s), and specify which conference or both conferences the Applicant desires to attend, in writing (email acceptable) before each Pre-Application Conference, refer to the Schedule listed in Section 3.2.

Specifics regarding the Pre-Application Conference(s) will be provided when SPC receives notification from the Applicant of intent to attend the Pre-Application Conference(s).

3.2. Schedule

The table below represents a tentative schedule of events. All times are listed in Pacific Time. All dates listed are subject to change.

| Event | Date | Time |
|---|--|----------|
| RSVP to Attend Pre-Application Conference(s) | Prior to each Conference date | |
| Pre-Application Conference #1 (Optional) | 12/15/17 | 2:00 PM |
| Pre-Application Conference #2 (Optional) | 1/9/18 | 10:00 AM |
| Questions / Requests for Clarification Due | 1/19/18 | 3:00 PM |
| Closing (Applications Due) - No Public Opening | 1/25/18 | 3:00 PM |
| Evaluations and Recommended List of Prioritized Pilot Projects to Cabinet | TBD | |
| Cabinet's Final Determination of List of Pilot Projects | TBD | |
| Issuance of Notice of Reservation, if any (approx.) | Within 90 days of Closing | |
| Anticipated Agreement Start Date | TBD based on project type and respective program | |

3.3. Program Requirements

- 3.3.1.** OHCS intends any award from this RFA be funded from the Predevelopment Loan Program, described under OAR 813, Division 38. An Agreement awarded under an OHCS program must comply with the applicable general rules under OAR 813 Divisions 5, 6 and 38.
- 3.3.2.** DLCD offers community readiness assistance and planning tools programs. An Agreement awarded with DLCD must satisfy its program requirements.
- 3.3.3.** Business Oregon requires the Applicant be a city, county, county service district (organized under ORS Chapter 451), tribal councils, ports, and districts as defined in ORS 198.010 and airport districts (ORS 838) in order to be recommended for award. The funds available to the eligible Applicants for the following publicly-owned facilities that support economic and community development in Oregon. These activities include: planning; designing; purchasing; improving and constructing publicly-owned facilities; and, replacing publically owned essential community facilities. An Agreement awarded with Business Oregon must satisfy its program requirements.
- 3.3.4.** ODOT and DSL maintain websites of available properties the agencies own and are currently for sale. Refer to Attachment 2 for instructions on how to access the current list of properties.
- 3.3.5.** Agencies reserve the right to fund other qualifying projects from this RFA if additional programs and funds are relevant and become available. Each Agency will administer those applicable projects under the respective Agency's program rules and regulations.

3.3.6. Any Reservation of funding will require the selected Applicant's compliance with that respective Agency's program requirements. In evaluating Applications, evaluators will be looking at experience, resources, qualifications, other necessary factors, and capacity to administer the proposed pilot project identified in Application. If awarded an Agreement, the Applicant must comply with the terms and conditions of other applicable federal, state, and local laws, ordinances, regulations, and orders.

3.4. Application Format and Delivery

3.4.1. Applicant's responses to each applicable section and subsection should be labeled, in order, to indicate the item being addressed. Application must describe in detail how requirements of this RFA will be met and may provide additional related information. Application should be clear on how the pilot project meets each of the objectives listed in Section 1.3 and how the project aligns with the evaluation criteria in Section 2.

3.4.2. Applicant is solely responsible for ensuring its Application is received by OHCS in accordance with the RFA requirements before Closing Date and Time. Agencies are not responsible for any delays in mail or by common carriers or by transmission errors or delays, or for any mis-delivery for any reason.

3.4.3. Application Delivery Methods. Completed Applications must be received by OHCS by the Closing Date and Time specified on page 1. Signed Applications along with any required attachments may be submitted to OHCS either by:

Email: OHCS.Contracts@oregon.gov – reference RFA#914-4617-17, Workforce Housing Initiative, (insert Applicant's name) in the Subject Line of the email.

OR

Standard mail or in-person delivery at: Oregon Housing and Community Services Department, Attn: Procurement Unit, 725 Summer Street NE, Suite B, Salem, Oregon 97301 – reference RFA #914-4617-17, Workforce Housing Initiative, (insert Applicant's name) on the package.

3.4.4. Clarifications; Supplementations.

During the evaluation process, Agencies may seek written clarification regarding aspects of a submitted Application. Agencies reserves the right to request Applicants to submit supplemental information, within the timeframe requested by Agencies, to be further evaluated for this RFA.

3.4.5. Format for Submission

The Application must not exceed ten (10) double-sided pages or ten sheets of paper with narrative on both sides; at least 11 point font; and 1" margins, excluding Cover Sheet and

relevant work experience. Late or incomplete Applications may not be accepted or reviewed. All Applications (as well as the included documentation) become the property of OHCS and will not be returned.

3.4.6. Errors and Omissions

Agencies are not responsible for any error or omission relating to the downloading of the RFA or other issue by an Applicant in completing an Application. The official RFA solicitation document is the one held at OHCS.

3.5. Application Completeness

Applicants are encouraged to use this section listing minimum requirements for completeness as a checklist to ensure that their Application is complete:

Application Cover Sheet: (Not counted in the page limitation) The Application must include a completed, signed Application Cover Sheet (**refer to Attachment 1**). By signing the Application Cover Sheet, the Applicant accepts all of the terms and conditions contained in this RFA and any addenda.

Application: Not to exceed ten (10) double-sided pages, at least 11 point font, excluding Cover Sheet and relevant work experience, but including the response to evaluation criteria in Section 2. Any pages that exceed the page count may be removed from the Application (see Section 3 Application Process and Requirements).

Criteria: Response to evaluation criteria in Section 2.

Organization: The Application must be organized in accordance with the evaluation items and Application content in this Section 3.

Submission: Submit the Application in a described format under this Section 3.

Agencies make no representation as to the completeness or accuracy of any checklist. Applicants and prospective proposers are solely responsible for reviewing and understanding the RFA and complying with all the requirements of this RFA, whether listed in a checklist or not.

3.6. Responsive Applications

Applications must be deemed “**responsive**” to the RFA to be considered by Agencies for evaluation and for the potential Reservation of funding. To be responsive, an Application must, at a minimum, be submitted properly in accordance with Section 3, be complete in accordance with Sections 2 and 3, and come from an eligible organization in accordance with Section 1. Applicant also must appropriately respond to any inquiries from Agencies, including requested clarifications and supplementations.

3.7. Application Rejection

Agencies may reject an Application for the reasons it determines to be appropriate including but not limited to the following reasons:

- Applicant attempts to inappropriately influence a member of the Evaluation Review Team including Regional Solutions Agencies and Cabinet.
- Applicant fails to provide written clarification or supplemental information by the due date requested by the Agencies.
- Application is not responsive as defined in this RFA.

3.8. RFA Inquiries, Responses, and Protests

3.8.1. Inquiries to RFA

All inquiries relating to the RFA, including but not limited to process, administration, deadlines, or evaluations, must be directed to the individual listed on page 1. All such inquiries must be submitted in writing by e-mail to the email address on page 1. Reference RFA #914-4617-17 on all email communication.

3.8.2. Responses; Addenda

Responses to RFA inquiries or other clarifications of the RFA as Agencies determines to be appropriate will be issued by OHCS by posting responses to the OHCS website at <http://www.oregon.gov/OHCS/pages/index.aspx> and Oregon Procurement Information Network (ORPIN) at <http://orpin.oregon.gov>. If responses include revisions or supplementations of the RFA, such revisions or supplementations will be accomplished by written addenda (“**Addenda**”) to the RFA, posted to the OHCS website and ORPIN.

3.8.3. Protests to RFA

Applicants and other prospective proposers (collectively, “**Applicants**”) may submit a written protest of anything contained in this RFA, including but not limited to, the RFA process within the timeframe and format described under OAR 813-005-0025. This is Applicant’s only opportunity to protest the provisions of the RFA, except for protests of Addenda. Failure to timely file a qualifying written protest constitutes a failure to exhaust administrative remedies.

3.8.4. Protests to Addenda

Applicant may submit a written protest of anything contained in any Addendum. Protests to Addenda must be submitted by the date and time specified in the Addendum. Failure to timely file a qualifying written protest constitutes a failure to exhaust administrative remedies as described under OAR 813-005-0025.

3.8.5. Protests Must:

- Comply with procedure under OAR 813-005-0025;
- Be delivered to OHCS via hard copy and accompanying email, in the same manner as delivery of an Application, except that only one (1) original of the protest must be timely delivered to OHCS’ main office receptionist;

- Reference the RFA number, name, and OHCS contact person (SPC);
- Identify the Applicant's name and contact information;
- Be sent by an authorized representative of Applicant;
- State the reason(s) for the protest, including:
 - the grounds that demonstrate how the RFA is contrary to law, unnecessarily restrictive, legally flawed, or improperly specifies a brand name; and
 - documentation or other evidence that supports the grounds on which the protest is based;
- State the proposed changes to the RFA or Addenda; and
- Protests must be received by the applicable due date and time identified above.

3.8.6. Protest Responses

OHCS will endeavor to respond to all protests submitted in a timely manner while giving due consideration to the nature of the protests. Protests that do not comply with OAR 813-005-0025 may not be considered.

SECTION 4: GENERAL TERMS AND ATTACHMENTS

4.1. Submission – No Agreement

It is very important that the state support its local businesses and various socioeconomic programs, including but not limited to, the Certification Office for Business Inclusion & Diversity (COBID) registered and disabled veteran-owned businesses. A listing of COBID certified firms is available at <https://oregon4biz.diversitysoftware.com/FrontEnd/VendorSearchPublic.asp>.

Submission of an Application does not constitute an Agreement between Agencies and Applicant, nor does it secure or imply that Applicant will be selected for a Reservation.

4.2. Applicant Responsible for All Costs

All costs associated with Applicant's submission of an Application or other compliance with the RFA, including recording of documents as necessary, are the sole responsibility of the Applicant and shall not be borne by the State of Oregon or Agencies.

4.3. Reservation of Rights

Agencies reserve the right to reject any or all Applications; waive minor inconsistencies; to respond to the Applications deemed best for approval; amend this RFA prior to the Closing Date; to reject any or all Applications; to assess the Applicant's capacity to perform; to require additional information as a condition of funding; and to determine whether an Application does or does not substantially comply with the requirements of this RFA. Each Agency reserves the rights to make additional awards to then current Agreement holders based on that Agency's needs or purposes or make no awards.

4.4. Oregon Public Records Law

The Oregon Public Records Law exempts from disclosure only bona fide trade secrets, and the exemption from disclosure applies only “unless the public interest requires disclosure in the particular instance” ORS 192.501 (2). Therefore, non-disclosure of documents or any portion of a document submitted as part of an Application may depend upon official or judicial determination made pursuant to the Public Records Law.

All Applications are public record and are subject to public inspection. If an Applicant believes that any portion of its Application contains any information that is a trade secret under ORS Chapter 192.501(2) or otherwise is exempt from disclosure under the Oregon Public Records Law (ORS 192.410 through 192.505), the Applicant must provide a notarized affidavit, to that effect and a version of its Application in addition to its regular submissions with the alleged trade secrets fully redacted.

4.5. Other Rights; No Liability

Agencies expressly reserves all other rights, including but not limited to the right to reject any or all Applications in-whole or in-part, or to cancel this RFA at any time when it determines, in its sole discretion, that such rejection or cancellation is in the best interest of the State or Agencies. Neither the State nor any Agency is liable to any Applicant or other potential proposer for any loss or expense caused by or resulting from the delay, suspension, or cancellation of the RFA, or rejection of any Application.

4.6. Application Period; Reservation of Funds; Potential Agreement

4.6.1. Application Period. Contingent upon Agencies need and available funding, Agencies may (for up to 24 months following the close of this RFA), in their own discretion, make additional individual Agreement award(s) from this RFA. Agencies may select another prioritized pilot project from a responsive Applicant, and that respective Agency will issue an intent of Reservation. If an agreement with that Applicant is not reached, Agencies may offer award to another responsive Applicant and so on until agreement is reached or until that respective Agency terminates the process. Agencies reserve the right to require confirmation of the qualifications of any Applicant. Without limiting Agencies other reservations of rights herein, Agencies reserve the right to conduct a separate solicitation and to make awards to other entities under other Agreements.

4.6.2. Any subsequent Reservation of funds or resulting Agreement is conditioned on the Applicant entering into an Agreement under the program and funding requirements of the respective Agency.

4.6.3. If an Agreement is awarded, Agencies may require reporting or additional documentation as it determines necessary. In addition to the reporting requirements, Awardee may gain access to the Governor's Institute for Community Design to explore successful models in other states.

4.6.4. In the event the Agencies enter into an Agreement with an Applicant, the Agencies reserve the right, in its sole discretion, to extend an Agreement or enter into a new Agreement on substantially the same terms and conditions for a length of time of its choosing.

ATTACHMENT 1
WORKFORCE HOUSING INITIATIVE
APPLICATION COVER SHEET

Attached separately

ATTACHMENT 2

TOOLS TO SUPPORT PUBLIC-PRIVATE PARTNERSHIP FOR WORKFORCE HOUSING

With the leadership of Governor Kate Brown, Regional Solutions Agencies are looking at their current programs and tools to find opportunities to partner with communities, the business sector, and private housing developers to address the workforce housing shortage in Oregon. This problem has developed over decades and will not be solved overnight, but the Governor is committed to finding new ways forward.

The initial search uncovered the following tools, which agency directors and the Governor's staff are vetting with a variety of stakeholders.

Pilot Project Fund

Agencies have identified separate sources of flexible funds to support a limited number of pilot projects that will be selected through this RFA process:

- 1) Up to \$1 million in funding for predevelopment, site readiness, and/or gap funding. Funding will also support community readiness and innovative partnerships and programs, such as employer assisted housing initiatives, land trusts, and homebuyer education.
- 2) Funding for public/private partnerships that demonstrate a concrete link between a housing project (unit production) and permanent job creation or retention.
- 3) Employer Match Challenge. Projects that show a real financial contribution by partners will receive consideration for a separate \$500,000 investment through OHCS. Examples of eligible investment are: down payment assistance programs, master leases, sponsoring/seeding of regional land trusts, and real financial investments in workforce housing developments. Other contributions will be considered. Funds requested from this source must be matched and spent on an approach that includes investments paired directly with employers.

Loans

Agencies have identified one pool of loan funds. The loan funds can be deployed independently or as part of pilot projects:

- 1) Up to \$3 million in loan funding targeted to workforce housing projects for infrastructure that supports workforce housing projects. Loan rates are below market with initial loan terms starting at 25 years or the useful life of a project. Terms can be extended. A proportion of the loan funding may have the possibility of loan forgiveness based upon the Agencies resources and evaluation.

ATTACHMENT 2 - CONTINUED

Available Property

Agency websites of available properties can be found here:

ODOT - www.odotproperty.com

DSL - www.oregon.gov/dsl/Pages/index.aspx

Community Readiness Assistance/Planning Tools

Agencies have identified three separate opportunities for grant funds/program participation related to workforce housing:

- 1) Grants to local governments to complete studies of housing stocks and needs and develop strategies and codes to meet needs.
- 2) Grants that focus on the nexus between land use and transportation. These grants can help update code to promote efficient land use and transportation systems and help communities identify ways to meet these goals on site-specific projects.
- 3) Access to expertise through the Governor's Institute for Community Design.

ATTACHMENT 3 – RFA DEFINITIONS

“Agreement” refers to any written transaction the Regional Solutions Agencies may use to authorize funding for loans, grants, technical assistance, or other activities under this RFA as deemed appropriate by the respective Regional Solutions Agency.

“Regional Solutions Cabinet” or “Cabinet” refers to Agency directors who have staff participating in Regional Solutions Teams and are members of the Governor’s Regional Solutions Cabinet, along with the Governor’s Regional Solutions Director and several policy advisors.

“Regional Solutions Centers” or “Centers” refers to a partnership between state government and institutions of higher education which has created a network of Centers and satellite offices designed to serve all Oregonians in support of the Regional Solutions Program.

“Regional Solutions Coordinators” or “Coordinators” refers to individual Coordinators based in Centers in Bend, Medford, Eugene, Portland, La Grande, and Tillamook, and in satellite offices in The Dalles and Salem. Coordinators work to address local issues, coordinate with Regional Solutions Teams, and support the Advisory Committee in their region.

“Regional Solutions Program” works with state agencies, local governments, public and private entities, philanthropic organizations and academic institutions, as appropriate, to develop and coordinate regional implementation projects in Oregon, identify regional priorities for community and economic development, and address issues and seize opportunities.

The team of five state agencies is collectively referred to as “Regional Solutions Agencies” or “Agencies” and refers to one of the following agencies: the Department of Environmental Quality (DEQ), the Department of Land Conservation and Development (DLCD), the Department of Transportation (ODOT), the Housing and Community Services Department (OHCS), or the Oregon Business Development Department (Business Oregon). Other agencies may provide additional program resources such as the Department of State Lands (DSL).

“Track A” projects include but are not limited to financial feasibility of housing developments and construction readiness. An example of a Track A project is when funds would be used to help with the predevelopment or construction costs. Applicants may apply for Track A projects or both Track A and Track B projects.

“Track B” projects include but are not limited to technical assistance about housing developments which may include capacity building and partnership development. An example of a Track B project is when funds would be used for planning or local code assistance. Applicants can apply for Track B projects or both Track A and Track B projects.

“Workforce Housing” is defined for purposes of this RFA as homes (rental or owned) for Oregonians with incomes between 60%-120% Area Median Income (AMI).