

REQUEST FOR PROPOSAL

Kitsap County Block Grant Program *Neighborhood Stabilization Program Funds*

Summary

HUD's Neighborhood Stabilization Program was created through the Housing and Economic Recovery Act (HERA) of 2008. Through the U.S. Dept. of Housing and Urban Development's Community Development Block Grant (CDBG) Program, it provides emergency assistance to state and local governments to acquire and redevelop foreclosed properties that might otherwise become sources of abandonment and blight within their communities. The Neighborhood Stabilization Program (NSP) provides grants to every state and certain local communities to purchase foreclosed or abandoned homes and to rehabilitate, resell, or redevelop in order to stabilize neighborhoods and stem the decline of house values of neighboring homes. Kitsap County received an allocation of funds in the amount of \$671,745.

Under this Request for Proposal, the City and County Block Grant Programs are inviting organizations to apply for funding for projects that acquire and redevelop foreclosed properties in the areas of greatest need which include Port Orchard (98366 zip code) and Bremerton (98312 zip code).

Applications may request up to \$638,158 (the total amount available for projects) however, a minimum of \$176,775 must be used for projects serving beneficiaries at or below 50% of area median income. All projects must benefit individuals or households at or below 120% of area median income.

Applications will be accepted until 4:30pm February 27, 2009.

Program Impact

The purpose of these emergency assistance funds is to target those areas identified as having the greatest percentage of home foreclosures, highest percentage of homes financed by a sub prime mortgage related loan, and most likely to face a significant rise in the rate of home foreclosures. The Neighborhood Stabilization Program can help stabilize those areas by establishing financing mechanisms for purchase and redevelopment of foreclosed upon homes and residential properties; purchase and rehabilitate homes and residential properties that have been abandoned or foreclosed upon; demolish blighted structures; and redevelop demolished or vacant properties.

The funding made available by this RFP will assist organizations, which assist low and moderate income residents, in using funds to provide decent, safe, affordable housing and services for all community residents, without discrimination. Priority ranking will be given to projects that are ready to proceed and serve clients at or below 50% of area median income to meet the criteria outlined in the NSP Guidelines. Projects must also meet the needs identified in the Homeless Housing Plan and the 2006 – 2010 Consolidated Plan.

This RFP is for projects that can be completed and have all funds expended by July 30, 2013.

Eligibility

Funding eligibility is limited to: Cities or County, public and private nonprofit organizations with documented [501(c)(3)] status, and local development corporations. The applicant organization must have a governing Board of Directors and an Executive Director who is responsible for the day-to-day management of the organization. Applicants must be in good financial standing and must have the appropriate organizational capabilities to receive and administer federal grant funds.

Projects must meet all NSP eligibility requirements for activities and national objectives.

Evaluation

Proposals will be reviewed and evaluated by Kitsap County and City of Bremerton Block Grant Program Staff. Proposals must meet the priority needs and objectives identified in the Homeless Housing Plan, 2006 – 2010 Consolidated Plan, and be ready to proceed including the ability to complete and expend funds by July 30, 2013. Priority will be given to projects addressing housing needs of homeless, those at risk of homelessness and special needs populations as required by the NSP guidelines. Additionally projects must be located in areas of greatest need.

Administrative Requirements

For those organizations selected, funds will be granted via the Kitsap County Block Grant Program. To ensure each project follows the purpose stated in the original proposal, funded organizations will be required to submit quarterly reports and final completion reports stating the progress of the project and reporting on the beneficiaries as outlined in the application packet. Those organizations that do not use the funding for the approved purpose stated in their applications

will be required to reimburse the County the full award amount and may be subject to additional penalties.

Projects must follow all regulatory requirements of the Community Development Block Grant and Neighborhood Stabilization Programs including non-discrimination, fair housing, environmental, relocation and labor standards.

Instructions

Applications will be accepted until February 27, 2009. Funding awards will be made by the end of March with contracts being written upon release of funds from the State. Applications may be mailed or hand delivered. No faxed applications will be accepted. The organization's Board Chairman, CEO or Executive Director must sign the application. An application packet (including an electronic version) is available by contacting the Block Grant Office at (360) 337-7285 or srodney@co.kitsap.wa.us.

Submit one original, signed application and one copy to:
Kitsap County Block Grant Program
345 6th Street, Suite 400
Bremerton, WA 98337

The application packet consists of the following:

- 1) Checklist (includes a list of required attachments)
- 2) Instructions for completing the application
- 3) Narrative questions
- 4) Forms

If your organization has submitted a CDBG or HOME Application within the last two years then submit the documents required for Attachment C. If your organization has not submitted a CDBG or HOME Application in the last two years please contact the Kitsap County Block Grant Office for assistance in completing the required attachments A and B.