



**LOS ANGELES COUNTY
DEPARTMENT OF MENTAL HEALTH**

**MENTAL HEALTH SERVICES ACT
HOUSING PROGRAM**

**REVISED EXPRESSION OF INTEREST
September 21, 2012**

**\$10 MILLION AVAILABLE FOR
CAPITAL DEVELOPMENT AND OPERATING SUBSIDIES**

**PRIORITY WILL BE GIVEN TO PROJECTS LOCATED IN GEOGRAPHIC AREAS
WITH FEW MHSA HOUSING PROGRAM FUNDED PROJECTS AND THOSE AREAS
IDENTIFIED AS HAVING HIGH NEEDS BASED ON THE 2011 HOMELESS COUNT**

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**PRIORITY WILL BE GIVEN TO PROJECTS REQUESTING LESS THAN THE
MAXIMUM COST PER UNIT FOR CAPITAL DEVELOPMENT AND OPERATING
SUBSIDIES**

MENTAL HEALTH SERVICES ACT HOUSING PROGRAM

BACKGROUND

The Mental Health Services Act (MHSA) Housing Program, jointly launched by California Department of Mental Health¹ (State DMH) and the California Housing Finance Agency (CalHFA) in August 2007, provides funding to support capital development and capitalized operating subsidies for supportive housing for individuals with psychiatric disabilities and their families who are homeless or at risk of homelessness. In November 2007, Los Angeles County Department of Mental Health (LACDMH) released the Expression of Interest, a non-competitive solicitation inviting interested parties to submit a Letter of Interest in response to the announcement of the availability funding for capital development and operating subsidies. On June 10, 2008, the Board of Supervisors approved a Board Letter authorizing the Department to enter into an agreement with State DMH permitting the transfer of the Los Angeles County MHSA Housing Program allocation of \$115 million to CalHFA for the administration of the funds. Additional information regarding the MHSA Housing Program is available on the following State DMH and CalHFA websites respectively: dissolution

Department of Health Care Services²

<http://www.dhcs.ca.gov/services/MH/Pages/MHSAHousing.aspx>

California Housing Finance Agency

<http://www.calhfa.ca.gov/multifamily/mhsa/index.htm>

Since the launch of the MHSA Housing Program, LACDMH has committed approximately 97 percentage of the original \$115,571,200 allocation in addition to \$2,343,723 of accrued interest providing capital development and/or operating subsidies for 33 housing projects in various stages of development. These 33 housing projects are geographically dispersed across the five Supervisorial Districts and the eight Service Planning Areas and will result in approximately 746 units of permanent supportive housing for MHSA eligible clients.

NOTICE

LACDMH is currently seeking eligible developers/borrowers, as defined in the MHSA Housing Program guidelines, to develop permanent, affordable rental-housing units, including shared housing, with supportive services for individuals with a mental illness and/or their families. This non-competitive solicitation will make available \$10 million for the acquisition, new construction and rehabilitation of permanent supportive housing. Through this solicitation, LACDMH will seek to fund approximately 86 to 100 additional units of permanent supportive housing.

Priority will be given to projects located in geographic areas with few MHSA Housing Program funded projects and those areas identified as having high needs based on the 2011 homeless count. See the charts below that indicate the distribution of current projects.

¹ After the dissolution of the State of California Department of Mental Health, the administration of the MHSA Housing Program was transferred to State of California Department of Health Service Care.

² Same as above

Investment of MHSA Housing Program Funds by Supervisorial District

Supervisorial Districts	Number of Projects	Local Funding Commitments	Percentage of Committed Funding	2011 Homeless Data
1	5	\$ 8,686,228	8%	25%
2	10	\$ 52,680,192	47%	43%
3	11	\$ 38,744,003	35%	18%
4	3	\$ 7,324,813	7%	7%
5	4	\$ 4,725,521	4%	7%

Figure 1 Committed Funds as of September 6, 2012

Investment of MHSA Housing Program Funds by Service Area

Service Area	Number of Projects	Local Funding Commitments	Percentage of Committed Funding	2011 Homeless Data
1	1	\$ 2,068,371	2%	3%
2	8	\$ 26,825,561	24%	10%
3	1	\$ 1,000,000	1%	9%
4	12	\$ 52,047,500	46%	25%
5	2	\$ 2,723,442	2%	8%
6	5	\$ 18,708,752	17%	19%
7	1	\$ 1,462,318	1%	10%
8	3	\$ 7,324,813	7%	15%

Figure 2 Committed Funds as of September 6, 2012

LACDMH will also prioritize projects with higher levels of leveraged funding and therefore request less than \$116,986 per unit cost for capital and operating subsidy. Developers/borrowers must meet eligibility criteria, as defined in the MHSA Housing Program guidelines to receive funding. The target population must be individuals with mental illness and their families who are homeless. For more details regarding the MHSA Housing Program guidelines, including the target population, refer to the State Department of Health Care Services (State DHCS) website noted above. As specified in the program guidelines, development partners will be required to comply with State DHCS data collecting and reporting requirements. Dissolution

Notice is hereby given that LACDMH will accept Letters of Interest beginning on September 21, 2012 and continuing until the County determines that it has a sufficient number of Letters of Interest for proposed projects to exhaust the \$10 million available. All proposals submitted by October 24, 2012 will be reviewed on November 1, 2012 by the MHSA Housing Advisory Board in order to make funding recommendations. It is anticipated that the Department will receive a sufficient number of proposals during this period to obligate the entire \$10 million available. However, if there are funds remaining, the Expression of Interest will remain open.

For purposes of this Notice, Letter(s) of Interest shall consist of the completion of the attached document (See Attachment I) in its entirety. Incomplete Letter(s) of Interest will be rejected. The Letter of Interest affords each project sponsor an opportunity to provide a brief description of the proposed housing project, including but not limited to the following areas:

- Target Population
- Proposed Location of Project(s)
- Type of Housing & Number of Units
- Relevant Experience of Project Sponsor and/or Developer
- Roles & Responsibilities of Collaborative Partners
- Leveraging Sources
- Supportive Services Plan

LACDMH is seeking projects that are consistent with the following funding principles:

SECTION I: FUNDING PRINCIPLES FOR RENTAL UNITS:

1. Prioritize proposals that have the highest degree of readiness, which at a minimum would include site control and a financial plan for all pre-development and construction costs and permanent financing.

Although the planning, zoning and other entitlements necessary to obtain a building permit, State and Federal environmental clearances as applicable, and Article XXXIV compliance will be considered, these due diligence issues will not be a determining factor in recommending further planning and development with DMH. However, DMH reserves the right to make them determining factors when there are insufficient funds to accommodate the received requests for funding.

2. Prioritize projects that serve DMH MHSA eligible consumers that are at 30% of Area Median Income or lower.
3. Prioritize proposals with an existing funding commitment for operating subsidies. Secondary consideration will be given to proposals that have formally submitted requests for operating subsidies and are pending approval.
4. Prioritize proposals with local funding commitments—e.g., from the Homeless Prevention Initiative, from any of the 88 cities in Los Angeles County, and/or from local foundations, business organizations, and other local sources willing to offer funding for supportive housing particularly those projects that demonstrate operating subsidies as a funding commitment.
5. Prioritize projects that propose to serve DMH MHSA eligible consumers who are homeless over projects who propose to serve the same target population who are at-risk of homelessness.
6. Prioritize projects that are geographically dispersed by funding projects located in diverse areas throughout the County.
7. Prioritize the option of increasing the current funding cap of per unit for capital development and operating subsidies for projects in areas of the County with limited supportive housing and/or projects that target families, Transition Age Youth, and/or older adults.

8. Prioritize projects that do not contribute to a net loss of affordable housing units through the displacement of moderate or low-income residents.
9. Prioritize projects that have a draft service plan consistent with program guidelines and formatted accordingly.

SECTION II: Funding Principle for Requests for any Reallocation of Funds After June 2009

Prioritize requests for projects that already have MHSA Housing Program funds committed by CalHFA that are experiencing a gap in funding with a previously committed funding source and agree to add additional MHSA units, if possible, that meet at least one of the conditions described below:

- Projects that are at the highest degree of readiness defined as having the highest degree of construction readiness. This means that the project sponsor is ready to close the construction loan and begin construction.
- Projects targeting under-served populations as referenced in Funding Principle #6 and/or under-served geographic areas defined as those Service Areas with the least number of MHSA Housing Program Projects.

SECTION III: FUNDING PRINCIPLES FOR SHARED HOUSING:

1. Prioritize projects that serve DMH consumers who are MHSA eligible and who at 30% of Area Median Income or lower.
2. Prioritize proposals with an existing funding commitment for operating subsidies. Secondary consideration will be given to proposals that have formally submitted requests for operating subsidies and are pending approval.
3. Prioritize proposals with local funding commitments—e.g. through the NSP from any of the 88 cities in Los Angeles County, Community Redevelopment Agencies and/or from local foundations, business organizations, and other local sources willing to offer funding for supportive housing particularly those projects that demonstrate operating subsidies as a funding commitment.
4. Prioritize projects that propose to serve DMH MHSA eligible consumers who are homeless over projects who propose to serve the same target population who are at-risk of homelessness.
5. Prioritize projects that are geographically dispersed by funding projects located in diverse areas throughout the County.
6. Prioritize projects that do not contribute to a net loss of affordable housing units through the displacement of moderate or low-income residents.
7. Prioritize projects with developers that have experience in developing supportive housing and a service provider with a track record of operating shared housing.
8. Prioritize projects that have a draft service plan consistent with program guidelines and formatted accordingly including tenant selection and intake plans, preliminary list of house

rules, and home-sharing lease agreements at the time of the submission of the Letter of Interest.

9. Prioritize projects that are within ½ mile of supportive services, public transportation, full service grocery stores, recreation and other public amenities.
10. Prioritize projects that include architectural amenities such as air conditioning and/or ventilation and individualized locked storage especially in the kitchen areas.

SUBMISSION PROCESS

For each proposed project, interested parties are to provide an original Letter of Interest. Please note there are separate Letter of Interest forms for the shared housing and rental unit components of the MHSA Housing Program. In addition to a cover letter, Letters of Interest shall not exceed 14 pages including the attached four (4) page Letter of Interest document and 10 additional pages if necessary, with one (1) inch margins and using font of Arial 12. Letters of Interest should be submitted to:

Reina Turner, Division Chief
Los Angeles County Department of Mental Health
Housing Policy and Development
695 South Vermont Avenue, 10th Fl
Los Angeles, California 90005

DMH will post this notice, with instructions and details of the submission process, on its website, www.dmh.lacounty.gov on September 21, 2012. Any amendments to this notice will be posted on the website as indicated above. Questions regarding this notice or any future amendments should be directed to Reina Turner at (213) 251-6558 or at turner@dmh.lacounty.gov.

This notice is not a competitive solicitation offered by the County of Los Angeles or LACDMH. Acceptance of a Letter of Interest by LACDMH is not a guarantee that LACDMH will support a particular application for State DHCS funding. LACDMH is not liable for costs incurred in the preparation of responses to this request. It reserves the right to issue supplementary information or guidelines related to this request. In accordance with the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, it is the policy of LACDMH to assure equal opportunity to all persons in the award and performance of any contract, without regard to race, color, sex, religion, national origin, ancestry, age, marital status, or disability.

APPLICATION PROCESS

The MHSA Housing Advisory Board (Advisory Board) will review Letters of Interest in the order in which they are received. Letters of Interest received by the last Wednesday of each month will be reviewed by the Advisory Board during its next regularly scheduled meeting, typically the first Thursday of each month. If the Advisory Board is unable to review all of the Letters of Interest due to the number received, those letters that could not be reviewed will be reviewed at the next scheduled meeting. The Advisory Board will determine whether the Letters of Interest are consistent with the criteria set forth in this or future public notifications.

For this solicitation, all proposals submitted by October 24, 2012 will be reviewed on November 1, 2012. It is anticipated that the Department will receive a sufficient number of proposals

during this period to obligate the entire \$10 million available. However, if there are funds remaining, the Expression of Interest will remain open.

LACDMH will notify the project sponsor of the results of the Advisory Board's determination. If the proposed project fails to meet minimum criteria and/or funding priorities, the project sponsor may resubmit the Letter of Interest correcting any such deficiencies. If the proposed project meets minimum criteria and funding priorities, LACDMH will invite the project sponsor to further develop the housing project concept in collaboration with LACDMH.

Once the project concept has been fully developed, LACDMH will post a summary of the proposal along with the supportive services plan on its website, www.dmh.lacounty.gov, for a thirty-day public comment period. LACDMH will review and summarize public comments, including the actions taken to address any issues raised. This will be submitted to State DMH along with the full application and/or the components of the application that are included as described in stage 1 below. The project sponsor will be asked to submit selected sections of the application to LACDMH for review and will be notified of the results. If the project does not meet threshold requirements, LACDMH will not be liable for any costs incurred in the preparation of initial or any subsequent submittals.

Shared Housing Developments have the option of submitting a full application which includes the Shared Housing Universal Application and all attachments, or alternately they may submit their application in two stages, at two different times. The first stage shall consist of Section C (development partners), Section D (Service Plan and related materials) and documentation that the public comment period was completed along with a request for the loan and when applicable, a request for an operating subsidy. Included in the application is a form signed by the Director of Mental Health acknowledging support of the project and a commitment to ensure that individuals housed in units funded through the MHSA Housing Program will: 1) be clients of DMH; 2) meet the eligibility requirements of the targeted population; and 3) receive mental health services. This will be submitted to CalHFA and State DHCS for review and approval. If approved, CalHFA will issue a conditional commitment letter for funding in advance of the site selection. This approval can include multiple sites.

The second stage of the process shall consist of Section A (the Shared Housing Application), Section B (supplemental property information) and a letter from LACDMH approving the site or sites. This information will be submitted to CalHFA and State DHCS once the property is selected, and subject to a purchase and sales agreement. Upon receipt and approval of the last two sections, CalHFA will underwrite the loan and subsidy request when applicable.