

<p>STATE OF NORTH CAROLINA</p> <p>The North Carolina Housing Finance Agency</p>	<p>REQUEST FOR INFORMATION NO: 2022-1104</p>
<p>Refer <u>ALL</u> inquiries and responses regarding this RFI to: OutreachAdvisor@nchfa.com</p> <p>If you have any questions regarding this request for information please submit them via email no later than 5:00 PM EST, November 15th, 2022. NCHFA cannot respond to questions received after November 15th.</p> <p>All responses to all questions will be posted on NCHFA’s website at: https://www.nchfa.com/about-us/home-american-rescue-plan and https://www.nchfa.com/about-us/requests-proposals on November 18th.</p>	<p>Due Date/Time: November 30, 2022 no later than 5:00 PM EST</p> <p>Issue Date: 11/7/2022</p> <p>Description: Provide support to identified geographies related to the new <i>SHARP</i> program.</p>

The purpose of this Request for Information is to survey the market for information requested herein and NOT to award a contract. Submission of a response does not create an offer, and no award will result by submitting a response.

Execution:

RESPONDENT NAME:		
STREET ADDRESS:	P.O. BOX:	ZIP:
CITY, STATE & ZIP:	TELEPHONE NUMBER:	TOLL FREE TEL. NO
PRINT NAME & TITLE OF PERSON SIGNING:	FAX NUMBER:	
AUTHORIZED SIGNATURE:	DATE:	E-MAIL:

It is the responding entities (“Respondent”) responsibility to submit its response, as a PDF attachment, to this RFI via email to outreachadvisor@nchfa.com **by 5:00 PM EST on Friday, November 30th**,

Respondents must include an executed copy of page 1 of this RFI with their response, as a PDF attachment.

Section I. Respondent Questions and Instructions for Responding

A. Respondent Questions Concerning this RFI

1. Submit any questions concerning this RFI by email at OutreachAdvisor@nchfa.com by November 15, 2022.
2. The North Carolina Housing Finance Agency (“Agency”) intends to prepare and post responses to **all** written questions submitted by the specified deadline and will provide a copy of the questions and answers by November 18, 2022.
3. Respondents are requested to prepare responses in a straightforward and detailed manner; complete the Execution on page 1 and return one electronic copy of the signed execution page with their response, a PDF attachment, **by November 30, 2022** to OutreachAdvisor@nchfa.com.

Section II. Confidentiality & Obligations

1. Pursuant to NCGS 132-1, et seq., information or documents provided to the Agency in response to this RFI are public records and subject to inspection, copy and release to the public unless exempt from disclosure by statute including by not limited to NCGS 132-1.2.
2. All responses, inquiries or correspondence related to this RFI, and all documentation submitted shall become the property of the Agency when received.
3. **This RFI is not a guarantee that a solicitation will be issued for any or all services herein.**

Section III. Background and Information Requested

North Carolina Housing Finance Agency is a quasi-state agency that finances affordable housing opportunities in the State of North Carolina. The Agency provides financing through the sale of tax-exempt bonds and management of federal tax credit programs, the federal HOME program, the state and national Housing Trust funds, and other programs.

In March 2021, the American Rescue Plan Act (ARP) was signed into law, which provides over \$1.9 trillion in relief to address the continued impact of the COVID-19 pandemic on the economy, public health, State and local governments, individuals and businesses. The North Carolina Housing Finance Agency received \$65.5 million in ARP funding to be administered through HUD’s HOME program. As a result, the ARP funds are referred to as “HOME-ARP”. The HOME-ARP funds are intended to address the need for homelessness assistance and supportive services. NCHFA intends to use HOME-ARP to create affordable rental development units for the qualifying populations and create non-congregate shelter in needed communities.

NCHFA has established the *Supportive Housing American Rescue Plan Program “SHARP”* in response to receiving the HOME-ARP funding. SHARP was developed and will be administered by NCHFA’s Supportive Housing Development team and follow similar program guidelines and evaluation processes as its legacy *Supportive Housing Development Program (SHDP)*.

Scope of Work Summary:

The primary purpose of the Outreach Advisor role is to provide support to identified geographies related to the new *SHARP* program. The SHARP Outreach Advisor will provide education and technical assistance regarding; SHARP program guidelines, federal HOME-ARP regulations, local community partner outreach, housing development team identification, and potential project site, scope, and financial feasibility.

The SHARP Outreach Advisor will not assist with the NCHFA’s SHARP application, nor assist local partners to apply for SHARP funding.

The SHARP Outreach Advisor role is needed to supplement the NCHFA Supportive Housing Development staff to provide technical assistance to potential partners.

The 66 identified geographies in North Carolina are less likely to apply for SHARP funding due to the limited capacity and minimal access to funding resources, which is not reflective of the housing needs in these areas. Thus, additional technical assistance is needed in these regions of the state.

We intend to divide the state into multiple regions and have an Outreach Advisor in each region, which shall consist of multiple counties. It is anticipated that the Outreach Advisor will travel to communities within their assigned regions, as well as, reaching out through telephonic and electronic meetings. We are seeking to contract for services of a SHARP Outreach Advisor(s) in January 2023 for a short-term engagement (approximately 6 months) which has the possibility of being extended. The hours per week will vary and be dependent on the outreach activities.

If interested, please respond with experience working with the following:

- Regions/Communities in North Carolina
- Local partnership development
- Affordable housing development
- Community capacity building
- Project site/land identification
- HOME and/or similar federal housing development programs

Please provide a letter of interest that includes a summary of your experience, the hourly rates and associated costs with the scope that includes the above activities, a list of counties you are interested in serving, and any other relevant information. If you have performed similar roles in the past, please provide an overview of your experience. Regular reporting will be required as part of the invoice process.

Counties Eligible to work with SHARP Outreach Advisor

Alleghany County	Lenoir County
Anson County	Lincoln County
Ashe County	Martin County
Avery County	Mitchell County
Beaufort County	Montgomery County
Bertie County	Moore County
Bladen County	Nash County
Brunswick County	New Hanover County
Camden County	Northampton County
Carteret County	Onslow County
Caswell County	Pamlico County
Chatham County	Pasquotank County
Cherokee County	Pender County
Chowan County	Perquimans County
Columbus County	Person County
Craven County	Pitt County
Cumberland County	Randolph County
Currituck County	Richmond County
Dare County	Robeson County
Davidson County	Rockingham County
Duplin County	Sampson County
Franklin County	Scotland County
Gates County	Stanly County
Granville County	Tyrrell County
Greene County	Union County
Halifax County	Vance County
Harnett County	Warren County
Hertford County	Watauga County
Hoke County	Washington County
Hyde County	Wayne County
Johnston County	Wilkes County
Jones County	Wilson County
Lee County	Yancey County

Counties Eligible to work with SHARP Outreach Advisor

