

HENNEPIN COUNTY
MINNESOTA

Request for Proposals

2024 Supportive Housing Strategy

RFP Release:	January 4, 2024
Live Online Information Session:	January 11, 2023, 2-3:30 pm
Closing date for all questions:	February 1, 2024 at 3:00 pm
Proposal due date:	February 8, 2024 at 3:00 pm



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1 Introduction

1.1 Overview

Hennepin County’s Housing and Redevelopment Authority (“Authority”), in partnership with the Human Services and Public Health Department (“County”), is soliciting proposals for the purpose of awarding capital funds to develop supportive housing; new construction and preservation proposals are eligible.

This Request for Proposals (RFP) seeks proposals from supportive housing development teams (i.e. service providers, or partnerships between developers, service providers, and/or property managers) to develop housing meeting the needs and preferences of individuals and families who:

- Have incomes at or below 30% of the area median income (AMI)
- Need significant assistance to live independently
- Have a disability that increases health and safety risks if unhoused, and
- Have limited access to other existing supports.

Hennepin County will consider proposals that will serve at least eight households (i.e. eight units) from any of the following populations served by Hennepin County’s Human Services programs. These individuals and families will be referred to the supportive housing by Hennepin County via the pathway identified below:

<i>Supportive housing strategy priority populations</i>	<i>Required referral pathway</i>
People experiencing the longest periods of homelessness with additional barriers (i.e. “high priority homelessness”)	Hennepin County Coordinated Entry System
People with complex medical conditions and currently homeless	Hennepin County Coordinated Entry System, utilizing the medical fragility pathway OR referrals from Hennepin County staff
People with severe substance use disorders	Referrals from Hennepin County staff
People, including transition-age youth, with developmental disabilities, traumatic brain injury, and/or neurodiverse conditions	Referrals from Hennepin County staff
People with disabilities involved with Hennepin County’s department of community corrections and rehabilitation services (“DOCCR”)	Referrals from Hennepin County staff
People with mental illnesses who are leaving treatment, at risk of institutionalization, or living in segregated settings	Referrals from Hennepin County staff OR via the Section 811 program administered by Minnesota Housing and Minnesota Department of Human Services
Youth involved in county systems	Hennepin County Coordinated Entry System, No Wrong Door, OR referrals from Hennepin County staff
Families with disabilities involved with child protection services	Referrals from Hennepin County staff

Top priority for the 2024 supportive housing strategy RFP will go to proposals serving specific groups for whom the strategy has not yet awarded capital funds, which include:

- People with complex medical conditions and currently homeless
- People with developmental disabilities, traumatic brain injury, and/or neurodiverse conditions
- People with disabilities and Hennepin County DOCCR connections

Up to \$9.9 million is available for capital assistance to develop new supportive housing units.

Additional funding for services building operations may also be available separately from the County for proposals submitted to this RFP. Housing Support Supplemental Service Rate units (sometimes called "Banked Beds") are available to supportive housing strategy projects to be paired with base-rate only Housing Support units. Supplemental Services are housing support services provided to individuals in addition to room and board including, but not limited to: oversight and up to 24-hour supervision, medication reminders, assistance with transportation, arranging for meetings and appointments, and arranging for medical and social services, and services identified in section [256I.03, subdivision 12](#). The service provider must document the provision of these services in individual case notes.

The Authority is soliciting proposals for other affordable housing funding programs simultaneous with this RFP; these include the Affordable Housing Incentive Fund (AHIF), HOME Investment Partnerships and Homeownership Assistance Fund. Applicants must understand the priorities and requirements documented in the RFPs and Program Manuals for all of the sources for which their proposal is eligible, but need not identify the funding source they are seeking. Proposals will be considered for all funding sources for which they are eligible, and Hennepin County will determine the best-fit funding source.

1.2 Scope of services and proposal format

The scope of services and technical requirements are included in Section 4.

When submitting a proposal, Proposers must follow the specific format and contents detailed in the application materials found in the Rental Housing Development Assistance application on the Housing and Economic Development Portal ("Portal"), here: <https://portal.neighborlysoftware.com/HENNEPINCOUNTYMN/participant>

1.3 Pre-proposal conference

A pre-proposal information session will be held via Microsoft Teams on Thursday, January 11 from 2-3:30 pm. To join, click the link below during the meeting time:

<https://tinyurl.com/yaet4xbm>The information session will be recorded and a link to the recording will be provided to all proposers via an addendum.

2 General rules

2.1 RFP overview

This Request for Proposals ("RFP") is an invitation for proposers to submit a proposal to the Authority. It is not to be construed as an official and customary request for bids, but as a means by which the Authority can facilitate the acquisition of information related to the purchase of services. Any proposal submitted is a suggestion to negotiate and not a bid.

2.2 Estimated timeline

- Pre-proposal conference: Thursday, January 11, 2-3:30 pm
- Optional technical assistance sessions: January 12 to February 1
- Deadline from proposers for any RFP questions: Thursday February 1, by 3pm
- **Applications due:** **Thursday February 8, by 3pm**
- Authority Board approval: anticipated May or June 2024

2.3 Proposal submission

Proposals will be received in the Housing and Economic Development Portal (“Portal”), accessed here:

<https://portal.neighborlysoftware.com/HENNEPINCOUNTYMN/participant>

In order to submit a proposal, you must first register with the Portal. For more information on how to register, please find the Getting Started Guide on our Coordinated Affordable Housing Development RFP page: <https://www.hennepin.us/business/work-with-henn-co/rfp>. This guide also covers how to accomplish a password reset and how to start an application. For other Portal technical assistance needed, click on the blue question mark in the lower right corner of the Portal log-in page.

Proposers are strongly encouraged to make their submissions well in advance of the proposal due date as the process may take some time to complete.

Failure to submit a proposal on time may be grounds for rejection of the proposal; however, the Authority reserves the right, in its sole and absolute discretion, to accept proposals after the proposal due date.

2.4 Questions, technical assistance sessions, and communication restrictions

Questions concerning the content of this RFP should be submitted in writing via e-mail by 3 pm on Thursday February 1, 2024 to: Abbie.Loosen@hennepin.us, copy to lan.Clobes@hennepin.us. Answers will be posted periodically to the Portal via formal addenda as described in section 2.5 below.

Optional technical assistance (TA) sessions will be available from January 12 to February 1, 2023. To set up a TA session for your project, please:

- Visit the calendar of available TA session slots at the link below:
<https://calendar.google.com/calendar/u/0?cid=aGVubmVwaW5jb3VudHlyZnBAZ21haWwuY29t>
- Fill out the TA Session Request Form at the link below, including the selected 30-minute time slot. Please fill out one TA Session Request Form per project.
[Supporting Housing Strategy TA Session Request Form \(google.com\)](#)
- Once confirmed, you will receive a calendar invite for a virtual meeting for your selected time. If your preferred time is not available, you will be contacted using the contact information provided on the TA Session Request Form.

Project technical assistance sessions will be recorded digitally or by written notes. The technical assistance notes are classified as public data under the Minnesota Government Data Practices Act and available to anyone filing a formal public data request to the Authority.

Applicants shall not communicate, verbally or otherwise, with any Hennepin County personnel or consultants engaged by the Authority concerning this RFP, except via with the persons listed in this section and/or during a technical assistance session.

2.5 Addenda

The Authority reserves the right to modify the RFP at any time prior to the proposal due date. The Authority will modify the RFP only by formal written addenda. Addenda, if any, will be posted on the "Program Overview" section in the Affordable Rental Housing Development Assistance application on the Portal. It is the responsibility of each prospective Proposer to assure receipt of all addenda.

Proposer's proposal should be based on this RFP document and any formal written addenda. Proposers should not rely on oral statements, including those occurring at pre-proposal meetings or site visits.

2.6 Authority's right to withdraw, cancel, suspend and/or modify RFP

The Authority reserves the right to withdraw, cancel, suspend, and/or modify this RFP for any reason and at any time with no liability to any prospective Proposer for any costs or expenses incurred in connection with the RFP or otherwise.

2.7 Proposer's right to edit or cancel proposal

A proposal may be edited in the Portal prior to submitting the proposal and prior to 3 pm on February 8. If, at least 24 hours prior to the due date, a proposer has submitted a proposal and needs to further edit, please send an email to abbie.loosen@hennepin.us and Portal staff can re-open the application. A proposal may be cancelled or withdrawn from consideration by emailing abbie.loosen@hennepin.us and ian.clobes@hennepin.us.

2.8 Public disclosure of proposal documents

Under Minnesota law, proposals are private or nonpublic until the proposals are opened on the proposal due date. Once the proposals are opened, the name of the Proposer becomes public. All other data in the proposal is private/nonpublic data until completion of the evaluation process. The evaluation process is completed when the Authority enters into a contract with a Proposer. At that time, all remaining data submitted by all Proposers is public with the exception of data classified as private/non-public trade secret data under Minn. Stat. § 13.37 of the Minnesota Government Data Practices Act.

If the Proposer believes private/non-public data is included in its Proposal, Proposer shall clearly identify the data and provide the specific rationale in support of the asserted classification. Proposer must type in bold red letters the term "CONFIDENTIAL" on that specific part or page of the Proposal which Proposer believes to be confidential. Classification of data as trade secret data will be determined pursuant to applicable law, and, accordingly, merely labeling data as "trade secret" does not necessarily make the data protected as such under any applicable law.

The Proposer agrees, as a condition of submitting its Proposal, that the Authority will not, as between the parties, be liable or accountable for any loss or damage which may result from a breach of confidentiality related to the Proposal. Typically, pricing, fees, and costs are public data. The Proposer agrees to indemnify and hold the Authority, its officials, agents, and employees harmless from all claims arising out of, resulting from, or in any manner attributable to any violation of any provision of the Minnesota Government Data Practices Act, including legal fees and disbursements paid or incurred to enforce this provision.

2.9 Proposer's costs

The Authority shall not be responsible for any costs incurred by Proposer in connection with this RFP. Proposer shall bear all costs associated with proposal preparation, submission, and attendance at interviews, or any other activity associated with this RFP or otherwise.

2.10 Proposer's ideas

The Authority reserves the right to use any or all ideas, concepts, or other information provided in any proposals. Selection or rejection of the Proposal does not affect this right.

2.11 Collusion

If the Authority determines that collusion has occurred among Proposers, none of the proposals of the participants involved in the collusion shall be considered. The Authority's determination shall be final.

2.12 Conflict of interest

The Proposer affirms that to the best of its knowledge the submission of its Proposal, or any resulting contract, does not present an actual or perceived conflict of interest. The Proposer agrees that should any actual or perceived conflict of interest become known, it will immediately notify the Authority and will advise whether it will or will not avoid, mitigate, or neutralize the conflict of interest.

The Authority may make reasonable efforts to avoid, mitigate, or neutralize a conflict of interest by a Proposer. To avoid a conflict of interest by a Proposer, the Authority may utilize methods including disqualifying a Proposer from eligibility for a contract award or cancelling the contract if the conflict is discovered after a contract has been issued. The Authority may, at its sole and absolute discretion, waive any conflict of interest.

3 Evaluation and selection

3.1 Proposal evaluation and recommendation for selection

Proposals will be evaluated through several steps. First, staff will review projects, and advance those meeting minimum requirements and funding eligibility. Second, a review committee including County staff and additional contributors, as needed, will review the advanced applications and rank projects based on ranking criteria below. The selection committee may request additional information prior to finalizing its ranking. Third, staff will complete additional underwriting to assess financial need, funding commitments, and readiness to proceed of top ranked projects, then make funding recommendations to the appropriate County boards and/or County administration based on funding availability. Funding recommendations will then be considered by the appropriate County boards and/or County administration, which will have final authority on funding or rejecting allocations. Such staff evaluations are for the sole benefit of the County Board or its designee, and as such, they are not binding upon the County, nor may they be relied upon in any way by an applicant.

This RFP does not commit the Authority to award a contract. Submission of a proposal shall neither obligate nor entitle a Proposer to enter into a contract with the Authority. The Authority reserves the following rights, to be

exercised in the Authority's sole and absolute discretion: 1) to determine whether any aspect of a proposal satisfactorily meets the criteria established in this RFP; 2) to seek clarification or additional information from any Proposer; 3) to negotiate, sequentially or simultaneously, pricing and/or terms with any Proposer or vendor; 4) to reject any or all proposals with or without cause; 5) to waive any irregularities or informalities in a proposal; 6) to cancel or amend by addenda this RFP, in part or entirely; 7) to award multiple contracts to Proposers; and/or 8) award a contract to a vendor that did not submit a proposal.

Evaluation of proposals by a selection committee, evaluation panel, Authority staff, a technical advisory committee, or by another group, individual or entity is advisory only. The Authority Board or its designee may consider or reject such evaluation(s) for any or all proposals. Such evaluations are for the sole benefit of the Authority Board or its designee, and as such, they are not binding upon the Authority, nor may they be relied upon in any way by a Proposer.

The County will complete a final underwriting of awarded projects before financial closing to confirm remaining financial need and continued adherence to County priorities. The County reserves the right to cancel a funding commitment if the project is not proceeding according to the timeline submitted in the application. An executed loan agreement is the final commitment and will be required prior to disbursement. Projects approved for funding require disbursement within two years from the date that the County authorizes the funding award. If funding has not been disbursed in a timely manner, for any reason whatsoever, the County has the discretion to rescind the funding.

3.2 Evaluation of responsiveness

The Authority will consider all the material submitted by the Proposer to determine whether the Proposer's offer is in compliance with the terms and conditions set forth in this RFP. Proposals that do not comply with the provisions in this RFP may be considered nonresponsive and may be rejected.

For avoidance of doubt, to be considered minimally responsive, Proposals must demonstrate an Eligible Activity pursuant to section 4.3 of this RFP and comply with the proposal content and format requirements as outlined in the Affordable Rental Housing Development Assistance application on the Portal.

3.3 Evaluation of responsibility

To determine whether a Proposer is responsible, the Authority will consider the Proposer's general qualifications to perform the requested services in a satisfactory manner; financial responsibility; integrity; skill; and ability.

Factors considered by the Authority may include, but are not limited to, Proposer's past performance on previous projects; the Proposer's technical capabilities; individual qualifications of Proposer's key personnel; and the Proposer's financial ability to perform on the contract. Proposals from Proposers considered non-responsible will be rejected.

3.4 Evaluation panel and evaluation criteria

After review of each responsive proposal, the Authority may immediately award a contract to a successful Proposer based on the evaluation criteria, or it may establish a short list of Proposers for further consideration. The short list of Proposers may be asked to provide additional information, including but not limited to two years of audited financial statements. The short list of Proposers may also be asked to attend an in-person or virtual interview/presentation, as determined by the Authority in its sole discretion.

Evaluation criteria shall include the following:

1. Alignment with County-identified population need:
 - a. Project creates supportive housing units that address an identified housing gap which would not be addressed without this program for:
 - i. Top priority:
 1. People with complex medical conditions and currently homeless
 2. People with developmental disabilities, traumatic brain injury, and/or neurodiverse conditions
 3. People with disabilities and Hennepin County DOCCR connections
 - ii. Second priority:
 1. Any other supportive housing strategy priority population identified in Attachment 1
2. Vendor qualifications and experience, as described below in section 4.5.
3. Project feasibility and cost reasonableness:
 - a. Proposal demonstrates a realistic schedule for implementation and ability to deliver the project in a timely manner
 - b. Extent to which project will leverage non-Authority funding, as demonstrated by financing commitments or anticipated financing sources
 - c. Extent to which project demonstrates leverage of all possible operation and services funding and has long-term commitments for such funding necessary to sustain the project or the likelihood of obtaining such commitments
 - d. Extent to which project's capital and operating costs for the project are reasonable and demonstrate value to the Authority
4. Anticipated impact on service outcomes:
 - a. Extent to which the project will increase opportunities for the Authority's priority population of residents to access and benefit from services
 - b. Extent to which the new housing units will support greater stability and well-being for tenants
5. Alignment with county-identified housing priorities:
 - a. Integration with the broader community, geographic distribution, and least restrictive settings
 - b. Tenant selection criteria without disparate impact on people of color or people with extremely low incomes
 - c. Low-barrier tenancy requirements (using Housing First and Harm Reduction approaches)
 - d. Culturally responsive practices for underserved cultural groups
 - e. Includes local businesses certified as a Small Business Enterprise, Minority-Owned Business Enterprise and Women-Owned Business Enterprise during the design and construction phase of the project.
 - f. Incorporates workforce training programs, including Hennepin County's Workforce Entry Program.
 - g. Provide green jobs that support renewable energy production, energy efficiency, natural resource conservation, waste reduction and recycling. Examples include preserving and caring for natural habitats, reducing toxic waste, maintaining EV parts, and charging stations, installing solar panels, etc.
 - h. Creates more accessible units than the minimum required by Section 504: 10% of units in a project are accessible for physical disability, and an additional 2% are accessible for people with hearing or visual impairments.
 - i. Minimizes the involuntary displacement of Black, Indigenous and people of color, and vulnerable populations such as low-income households, immigrants, the elderly, and people with disabilities.
6. Quality of Proposal, including without limitation:
 - a. Demonstrated understanding of the scope of services

- b. Compliance with proposal format & content
- c. Clarity and thoroughness of Proposal
- d. Preparedness for interview/presentation (if applicable)

The Authority will consider the trade-off between funding amount requested and the other evaluation criteria in determining which proposals are most advantageous to the Authority.

3.5 Execution of contract

Before a contract becomes effective between the Authority and any Proposer, the contract award must be ratified and signed by the Authority Board or its designee. If for any reason the Authority Board or its designee does not ratify and sign the contract, then there are no binding obligations whatsoever between the Authority and the Proposer relative to the proposed contract.

The Authority reserves the right to cancel a funding commitment if the project is not proceeding according to the timeline submitted in the application. An executed Loan Agreement is the final commitment and will be required prior to disbursement of funds.

4 Scope of services

4.1 Background

This RFP seeks proposals from service providers and/or supportive housing development teams (i.e. partnerships between developers, service providers, and/or property managers) for capital assistance to develop supportive that will meet the needs and preferences of individuals and families who:

- Have incomes at or below 30% of the area median income (AMI)
- Need significant assistance to live independently
- Have a disability that increases health and safety risks if unhoused, and
- Have limited access to other existing supports.

Eight specific priority population groups have been identified and are described in Attachment 1. Additional funding for services and building operations, including Housing Support Supplemental Services Rate units, may also be available from Hennepin County at a later time for projects awarded this capital assistance.

Hennepin County's supportive housing strategy: In late 2018, the Hennepin County Housing and Redevelopment Authority (HRA) established the Supportive Housing Strategy to finance the development of supportive housing projects for the Authority's priority population of residents. Creating this strategy was the first step in intentionally expanding our supportive housing system for residents with the greatest needs. The Supportive Housing Strategy will increase housing choices for those residents, reduce strains on other systems, allow the Authority to recruit and partner with supportive housing developers and providers, and expedite projects that meet Authority goals through early-in funding.

Supportive housing: Supportive housing is affordable housing linked with social services tailored to the needs of the population being housed. The goal of supportive housing is to provide affordable housing with access to an array of services designed to foster housing stability and improve health and quality of life for the population to be served. The Authority's Supportive Housing Strategy can support projects varying from conversion of

existing buildings to new construction, from specialized single-site settings to units intentionally integrated within a larger mixed-population project. Projects will vary to meet the variety of unique and often specialized needs of the priority populations.

Priority populations: The Authority's priority population of residents are those for whom housing instability leads to the worst health and safety concerns. These residents have incomes at or below 30% of the area median income, and also have a combination of a need for significant assistance to live independently, a disabling condition increasing health and safety risks if unhoused, and/or no other access to existing supportive services. In February 2018, County staff identified approximately 3,100 residents meeting these criteria. Those 3,100 residents included groups such as youth in and leaving extended foster care, people with complex medical conditions and currently homeless, families involved or at risk of involvement with Child Protection, and people experiencing chronic homelessness. Please see Attachment 1 for details on the priority populations.

Housing preferences: The Authority seeks to create housing that meets the needs and preferences of the specific target population. The housing preferences identified in Attachment 1 were developed by County staff working closely with the target populations and service providers.

4.2 Target populations

The Authority's priority population of residents are those for whom housing instability leads to the worst health and safety concerns. These residents have incomes at or below 30% of the area median income, and also have a combination of a need for significant assistance to live independently, a disabling condition increasing health and safety risks if unhoused, and/or no other access to existing supportive services.

Find full descriptions of the supportive housing strategy priority population groups in Attachment 1.

4.3 Eligible activities

- Acquisition of property
- Construction
- Moderate or substantial rehabilitation
- Site improvements
- Reasonable and necessary expenses related to the development of affordable, supportive housing serving target populations identified in 4.2.

4.4 Expected outcomes

For all tenants from the priority population group(s)

- at least 75% maintain tenancy at the project 12 months after entry
- at least 80% exit to other permanent housing

For the high priority homeless population:

- HMIS data will be entered in accordance with local HMIS data quality policies, per the community's Data Quality Plan

4.5 Vendor qualifications and experience

The supportive housing development team (i.e. partnerships between developers, service providers, and/or property managers) should be able to demonstrate a collective track record of:

- Providing supportive services in site-based settings to sustain residents in housing
- Adherence to [Harm Reduction](#) principles:
 - Service provider and property manager have high tolerance for needs of people in recovery; do not automatically discharge tenants for lease violations or behaviors and are willing to work with residents through those issues.
 - Low-barrier screening criteria that accommodates target population's high rates of criminal backgrounds, limited income, and negative housing histories
 - Low threshold, high tolerance
- Adherence to SAMHSA Permanent Supportive Housing evidence-based practices:
 - Choice in housing and living Arrangements
 - Functional separation of housing and services
 - Decent, safe and affordable Housing
 - Housing integration
 - Rights of tenancy
 - Access to housing
 - Flexible, voluntary services
- Experience with housing the target population
- Good relationships with community partners that also serve this population
- Experience applying for and managing Federal and/or State and/or local funding for housing operations and support services.
- Qualified and skilled in person-centered thinking and recovery-oriented practice
- Demonstrated practice of giving "voice and choice" to people with lived experience in developing and implementing service programs/models

4.6 Program requirements

Supportive housing units

The loan agreement and a Declaration of Covenants and Restrictions filed against the property will reflect the below requirements for a period of 30 years or more:

- Vacancies in all units funded with Supportive Housing Capital will be filled via referrals from Hennepin County, as described in Attachment 1.
- Supportive housing strategy units must be affordable to households with incomes below 30% of the area median income (AMI) as established by the U.S. Department of Housing and Urban Development (HUD). The most current were issued by HUD in April 2023. Examples: the maximum income to qualify as 30% AMI in Hennepin County is \$26,100 for a one-person household, \$37,250 for a four-person household.
- Gross rents for supportive housing units are based on a household paying no more than 30 percent of gross income for gross housing costs, including tenant paid utility costs. This can be accomplished by low rents, or through a rental assistance program.
- Supportive housing tenants will sign a written lease that provides a minimum 30-day period of notification for termination of tenancy.

Fair housing

The Fair Housing Act prohibits discrimination in all housing related transactions based on race, color, religion, national origin, sex, familial status and disability. Projects shall comply with all federal laws, executive orders, and implementing rules and regulations. Projects shall also comply with Minnesota law and local city ordinances regarding fair housing and human rights.

Section 504

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination based on disability and requires equal opportunity housing. Section 504 requires that five percent (rounded up) of all new and rehabilitated units must be fully accessible for people with mobility impairments (physical handicaps) and that an additional two percent (rounded up) of all new units must be fully accessible for sensory (hearing or vision) impairments. The accessibility must meet the Uniform Federal Accessibility Standards (UFAS).

Additional requirements apply to the common areas. These requirements state that all ground floor units must be accessible in buildings with no elevator, when feasible, if built prior to March 13, 1991. For buildings with elevators, all units must be accessible.

Section 504 requires that reasonable accommodations be made in rules, policies, practices, services and reasonable structural modifications.

Anti-discrimination

In accordance with the Authority's policies against discrimination, no person shall be excluded from full employment rights or participation in or the benefits of any program, service, or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public assistance status, or national origin; and no person who is protected by applicable federal or state laws, rules, or regulations against discrimination shall be otherwise subjected to discrimination.

Affirmative action

Projects shall comply with all applicable local rules and regulations for affirmative action. Where federal, state, and/or local policies and requirements for affirmative action and equal employment opportunity differ, the most restrictive policies and requirements shall apply. However, applicant shall provide any reports or other documentation required by each jurisdiction in order to demonstrate compliance with applicable laws, ordinances, and regulations.

Construction and demolition reuse and recycling policy

All non-hazardous building material generated during the project should be sorted by material type for recycling or, if collected as mixed waste, sent to a facility that achieves a minimum 60% recycling rate. If sorting by material type, at a minimum, the following materials should be separated for recycling: concrete, metals, untreated wood, and roofing material. Removal of building materials for reuse is encouraged where feasible. New construction, renovation, rehabilitation, and remodeling projects are encouraged to incorporate reused and recycled content building materials in their designs. Special construction waste recycling rates for Authority-funded projects may be available to projects selected for funding via this RFP.

Relocation

Any activities that could result in temporary or permanent displacement and the relocation of tenants will require the creation of a relocation plan.

Displacement

As a large urban county, Hennepin County recognizes that many of our residents are impacted by systemic racism and don't have the same opportunities to grow and thrive as others in our population. For these residents, their quality of life is impacted, and the likelihood of a shorter lifespan is greater. Projects must

minimize the involuntary displacement of Black, Indigenous and people of color (BIPOC), and vulnerable populations such as low-income households, immigrants, the elderly, and people with disabilities.

Municipal support

Projects must demonstrate community support. An authorizing council resolution from the municipality will be required following the funding award and prior to disbursement. It is recommended that the developer work with city staff prior to the submission of the application.

Rental compliance reporting/program monitoring

Annual reporting during the affordability period is required. This may include, but is not limited to, rent rolls, verifications of household income, household data, rent schedule, operating budget, and financial audits. The Authority has the right to review any and all procedures, including property management agreements, and all materials, notices, documents, etc., prepared for the implementation of the project. Fees may apply for compliance management.

4.7 Financing terms and contractual requirements

If awarded, successful proposers will work with Hennepin County Housing and Economic Development staff in the development of a contract. Successful rental projects are typically awarded financial assistance in the form of a deferred 30+ year loan. Financing terms will be determined by Hennepin Authority staff based on the project's development and operating budget and ability for repayment.

Loans will require full repayment of principal, (and interest, if applicable). Loans must be repaid at the point of loan maturity, sale of the property, or if the project does not meet the terms and conditions of the contractual agreement.

In addition to program requirements, documentation requirements prior to signing of contract include but are not limited to: Lender's Title Policy; American Land Title Association (ALTA) survey; a Legal Opinion Letter; agreement to defend, indemnify and hold the Authority harmless from any and all claims or lawsuits that may arise from the funded activities; agreement to provide evidence of insurance for general liability, builder's risk, and worker's compensation in form and content satisfactory to the Authority; and documentation of rental assistance and service funding, as applicable.

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Attachment 1: supportive housing strategy priority populations

People experiencing the longest periods of homelessness with additional barriers (i.e. “high priority homeless”)

Definition: Households (individuals, families with children, and youth) prioritized for permanent supportive housing through the Hennepin County Coordinated Entry system.

Population overview:

Beginning in June, 2017 Hennepin County began targeting this population, engaging with community partners and employing best practices including a by-name list and data tools and tracking. Since that time, over 1,000 people who were experiencing chronic homelessness have been moved into housing (with a 94% retention rate). Even with these positive housing outcomes, the County knows of more than 300 people experiencing chronic homelessness in Hennepin County, and there is a steady inflow of people who newly meet the HUD definition on a monthly basis. Housing people experiencing chronic homelessness makes a significant impact on both the individual and the larger homeless response system as moving out long-term shelter stayers makes space for people new to shelter.

People of color disproportionately experience chronic homelessness. Of those currently experiencing chronic homelessness in Hennepin, 46% identify as African American, 38% White, 13% American Indian, 10% Hispanic, and 2% Asian. As such, African Americans are over-represented – compared to the general population of Hennepin – at a rate of almost 4:1. Native Americans are over-represented at a rate close to 13:1. Further, people of color are significantly more likely to exit programs back to homelessness. A recently completed study of Hennepin’s Homeless Management Information System data found that African Americans were 59% more likely to return to homelessness after leaving a homeless program than their white equivalents, and Native Americans were more than twice as likely to do so.

In Hennepin County, the typical composition of a chronically homeless household is one male, however some people prefer a roommate. Most have general assistance (\$203/month), some have disability benefits (\$791/month), and few have earned income. They tend to be hard to engage, have high behavioral and health needs and have significant housing barriers (i.e. criminal history and negative housing history). Due to these higher barriers and needs, serving people who are experiencing chronic homelessness is a skill that is honed by agencies and professionals over time.

Characteristics of housing needed:

The Authority seeks dedicated service-intensive projects with progressive pathways into mainstream housing, as well as set-aside units intentionally integrated within mixed-income buildings.

Due to the high barriers and needs of people experiencing homelessness, evidence-based practices – such as Housing First, progressive engagement, person centered thinking and long-term engagement strategies – are critical in order to best serve this population.

Building types	Dedicated medium-sized building(s) (i.e. 20 or more units) for people needing more intensive support Larger mixed-income building(s) (i.e. 50-100 units) with 8-25 units set-aside for the target population
Unit size / type	One-bedrooms and/or studios (ideally, minimum 400 sq. ft.) with kitchens
Amenities	Community space for tenants including basic kitchen Office space for on-site services (dedicated building type only)
Marketing, tenant selection	All vacancies for dedicated or set-aside units funded via the Supportive Housing Strategy will be filled through the Hennepin County Coordinated Entry System. Tenant selection processes should follow Minneapolis' tenant screening criteria: https://www2.minneapolismn.gov/business-services/licenses-permits-inspections/rental-licenses/renter-protections/renter-screening/
Leasing	Standard individual leases (i.e. no curfews, standard visitor policies) Pets allowed, non-smoking rooms Person-centered and harm-reduction oriented property management approach
Security	Secured entry buildings and camera security Ideally, overnight staffing for dedicated building type
Geographic location	Near high frequency transit lines
Services	On-site case management Resource referral: employment services, health care and insurance, benefits, meaningful daily activities and volunteer work, treatment and food shelves, housing related services (maintaining a home), Homemaking semi-independent living skills services

Results of a survey of people experiencing chronic homelessness:

<https://www.hennepin.us/-/media/hennepinus/business/work-with-hennepin-county/supportive-housing/supportive-housing-survey-results.pdf>

People with complex medical conditions and currently homeless

Definition: Experiencing homelessness and have one of the following: 1) 3 inpatient visits or 12 or more Emergency Department visits at HCMC in the last 12 months 2) has a diagnosis shown to have complications when partnered with homelessness, OR 3) referred via the medical fragility pathway that is part of Hennepin County's Coordinated Entry System.

Population overview:

As of 2020, over 1,000 individuals experiencing homelessness also have complex medical conditions. These medical complexities make housing more crucial; residents often need housing that includes medical and other supports on site. Examples of diagnoses that qualify as "complex medical conditions" are:

- IV drug users, especially with (at risk of) HIV/AIDS and with opioid addiction
- Syphilis
- Hepatitis C
- Organ failure (examples: end stage renal disease, especially if on dialysis, or liver failure or disease)
- Cardiovascular disease (examples: congestive heart failure, or history of heart attacks or strokes)

- Skin conditions (examples: non-healing wounds, history of cold-weather related injury such as frost bite)
- Diabetes (examples: diabetes type 1, or other uncontrolled diabetes with complications such as eye disease, neuropathy, amputation, or kidney disease)
- Memory issues (significant cognitive impairments/memory issues)
- Mobility impairment (missing limbs, various types of paralysis)
- Respiratory illnesses
- Cancer
- HIV infection

Similarly, the medical fragility pathway that is built into the Coordinated Entry System allows Hennepin County residents with complicating factors such as advanced age, difficulties with activities of daily living, cognitive issues or combinations of these or other medical or mental health issues that worsen with homelessness to find housing more quickly.

Characteristics of housing needed:

Building types	Either a dedicated supportive housing building for people needing more intensive support, or For those members of this population needing less intensive support, units set aside within larger mixed-income buildings
Unit size / type	One-bedrooms and/or studios with in-unit bathrooms and kitchens
Amenities	Community space for tenants including basic kitchen Office space for on-site services (dedicated building type only)
Referrals, marketing, tenant selection	All vacancies for dedicated or set-aside units funded via the Supportive Housing Strategy will be filled through the Hennepin County Coordinated Entry System, utilizing the medical fragility pathway, OR via referrals from Hennepin County human services staff. Tenant selection processes should follow Minneapolis' tenant screening criteria: https://www2.minneapolismn.gov/business-services/licenses-permits-inspections/rental-licenses/renter-protections/renter-screening/
Leasing	Standard individual leases (i.e. no curfews, standard visitor policies) Pets allowed, non-smoking rooms Person-centered and harm-reduction oriented property management approach
Security	Secured entry buildings and camera security Overnight staffing for dedicated building type
Geographic location	Near high frequency transit lines
Services	On-site case management Limited on-site medical services Resource referral: employment services, health care and insurance, benefits, meaningful daily activities and volunteer work, treatment and food shelves, housing related services (maintaining a home), Homemaking semi-independent living skills services

People with severe substance use disorders

Definition: Single adults with severe addictions, as identified by County-operated and contracted case managers utilizing the ASAM assessment (<https://www.asam.org/asam-criteria/about-the-asam-criteria>).

Population overview

Approximately 1,000 individuals are admitted to withdrawal management services (formerly known as detoxification services or “detox”) at County-funded behavioral health centers (primarily at the 1800 Chicago site) every year. One indicator of a severe addiction may include frequent admissions to withdrawal management services. For example, in Hennepin County, around 130 individuals had more than 5 stays at Withdrawal Management in 2022. These individuals are most commonly single men (98%) experiencing homelessness (71%). People of color are disproportionately represented in this group: 38% are Black or African American, and 8.2% are American Indian (compared to 13.3% and 0.6% of the general population, respectively).

Residents with severe addictions have extremely low incomes, almost universally under \$14,000 in annual income, in addition to poor criminal and housing histories. These factors, combined with their addictions, makes maintaining independent stable housing difficult without treatment and supportive services. Experience utilizing evidence-based practices – such as Housing First and person centered thinking– are critical to best serve this population.

Housing people with severe addictions makes a significant impact on both the individual and the larger system, including:

- Facilitates access to treatment and other needed health care/social services
- Leads to reduced use of withdrawal management services, emergency department admissions, and other crisis services
- Frees up County resources to support other needs

Characteristics of housing needed

The Authority is seeking housing that matches the continuum of health and healing for people with Severe Substance Use Disorders. This includes abstinence/sober housing, housing that supports people who are in recovery, and housing first (no consumption of illicit substances on site.) For this RFP in particular, the Authority is seeking housing first models.

The Authority is seeking dedicated service-intensive Recovery Housing projects. Preferred projects will meet Level III or IV Recovery Housing as defined in this Recovery Housing Best Practices overview from the Substance Abuse and Mental Health Services Administration (SAMHSA):

<https://www.samhsa.gov/sites/default/files/housing-best-practices-100819.pdf>.

The Authority is seeking proposals for supportive housing that recognizes the humanity and assets of each individual, and is ready to house people who may demonstrate the full range of behavior that is possible in a population living with Substance Use Disorder.

Building types	Housing projects 100% designated to the population No larger than 50 units
Unit size / type	Single-room occupancy, with private bathrooms (shared kitchens are acceptable), or Efficiency/studio apartments
Amenities	Community space, possibly with a shared kitchen Office space for on-site services

Referrals, marketing, tenant selection	All vacancies will be filled by Hennepin County Human Services staff Tenant selection process should accommodate the target population’s high rates of criminal backgrounds, limited income, and negative housing histories. Tenant selection processes should allow for appeals, or consideration on case-by-case basis, and should follow Minneapolis’s proposed tenant screening criteria
Leasing	Person-centered and harm-reduction oriented property management approach Standard written, individual leases with a minimum 30-day period of notification for termination of tenancy. Standard leases that allow guests (e.g., can restrict the # of continuous days or days per month that guests are present so that residents are not doubling up, could have some restrictions on the comings/goings of guests or guest visitors within reasonable limits.)
Security	Tailored to the unique needs of the target population
Geographic location	Location within ½ mile of high frequency transit service is preferred.
Services	On-site staff front desk and case management staff Capacity to administer Narcan (medication used for the emergency treatment of known or suspected opioid overdose.) Nondiscrimination policies and ability to monitor Medication-Assisted Treatment such as Methadone, Suboxone, Vivitrol, etc. on site. Ability to coordinate medical and other support services within the health care system.

People with neurodiverse conditions, including with developmental disabilities, traumatic brain injury, Autism spectrum disorder and/or Fetal alcohol spectrum disorder

Definition: Persons aged 18 or older with Fetal Alcohol Spectrum Disorder (FASD), Autism spectrum disorder, intellectual/developmental disabilities, and other neurodiverse conditions that don’t fall neatly into funded categories. Although youth (18+) and adults with intellectual/developmental disabilities and/or neurodiverse conditions have distinct causes and effects, they share commonalities, e.g. difficulties in socializing, emotional volatility, and behavioral support needs in response to stress. People are affected differently across a spectrum, some able to live and work independently with little support, others unable to live independently needing fulltime care.

Population overview

Members of this population are typically 40% White, 40% Black or African American, 11% other races and/or multi-racial. Three percent (3%) across all races are Hispanic/Latino. Additional demographic data on individuals receiving long term services and supports can be found on [MN DHS’ LTSS Demographic Dashboard](#).

The most common income source for this group is disability benefits income. In addition to low incomes, they have diverse and highly variable barriers to housing and independent living, including but not limited to: medication management, physical/ structural needs, sound/ noise variability, transportation/ accessibility to medical appointments, managing a daily schedule of responsibilities of cooking, cleaning, interacting with daily tasks, etc. They also may have barriers related to employment, transportation, and independent living skills.

People with neurodiverse conditions have history or pattern of:

- absenting or service termination from accommodations
- repeat hospitalizations
- juvenile or adult correctional/ probation experience
- not meeting criteria for housing or waived services
- not qualifying for or accepted at current available settings
- disrupting setting based on behavior

Many are served by the Developmental Disabilities (DD) or Mental Health (MH) systems but their behaviors (especially around socialization with peers, volatility quickly changing emotions) make them incompatible with DD or MH group homes. Others don't meet eligibility for disability waivers and may not meet the definition of DD or MI but have severe learning disabilities or other cognitive disabilities that are lifelong.

Characteristics of housing needed

The Authority is seeking smaller housing types for this population that allow creation of community, but do not feel like group homes.

Building types	Small buildings (4 - 20 units) preferred Smaller mixed population setting (no resemblance to congregate housing)
Unit size / type	1-bedroom or efficiency (or private lockable bedroom)
Amenities	24-hour staffing (front desk) More than one community space in the building Shared spaces and individual accommodation should allow space for socializing Noise/ light/ traffic stimulus mitigation. Sensitive design could help to mitigate or not aggravate the issues by deliberately creating calming, quiet spaces. Dimmable lighting and good soundproofing could help those who are sensitive to light and noise. Staff apartment/ space, which is the hub for services, including community-based/ mobile/ co-located services Space for shared/common meals (for teaching independence & cooking)
Referrals, marketing, tenant selection	Referrals for all vacancies in units designated for this population and funded via the Supportive Housing Strategy will come from Hennepin County Human Services staff. Tenant eligibility criteria must accommodate the population's high rates of criminal backgrounds, limited income, and negative housing histories. Tenant selection processes should follow Minneapolis's Proposed Tenant Screening Criteria .
Leasing	Standard written, individual leases (i.e. no curfews, standard visitor policies) with a minimum 30-day period of notification for termination of tenancy. Person-centered and harm-reduction oriented property management approach
Security	Tailored to the unique needs of the target population
Geographic location	Transportation options (without numerous bus changes or lengthy travel). Both rural/ suburban and urban options. Near local amenities such as shops, gym, library, and movie theater.
Services	Wraparound services accessible

Mobile – community based mental health/ substance use services (esp. therapists)
 Medication management
 Co-located waiver specialists
 Specialized employment services
 Education through transitional 18-21 school supports and or accommodations at post-secondary institutions.
 Assistance with inter-personal relationships. Establishing safe supportive networks to build independence. i.e., leadership opportunities like a resident council.

People with a disability involved with Hennepin County’s department of community corrections and rehabilitation services

Definition: Single adults with a disability diagnosis who are on probation/parole supervision.

Population overview

Many people in Hennepin County are both disabled and on probation/parole supervision. Criminal history and residential restrictions make housing extremely difficult to find, even for those who have income and can afford housing. For those who are disabled and living on limited incomes, housing is even more difficult.

Creating housing for people with disabilities who are on probation/parole supervision will make a significant impact on both the individual and the larger system, including:

- Reduces homelessness;
- Reduces parole violations that result from lack of stable housing;
- Reduces probation/parole violations resulting in other criminal behavior due to homelessness;
- Increases residents’ ability to address substance use disorders and mental illness;
- Increases residents’ success at work and in other important areas of life; and
- Frees up County resources to support other needs

Characteristics of housing needed

Building types	Preferred is a supportive housing property dedicated to this population Should not mix with family housing
Unit size / type	Studio/efficiency apartments or 1-bedrooms
Amenities	Offices for supportive service providers Community room / meeting room
Referrals, marketing, tenant selection	All vacancies will be filled by Hennepin County staff Tenant selection process should accommodate the target population’s high rates of criminal backgrounds, limited income, and negative housing histories. Tenant selection processes should allow for appeals, or consideration on case-by-case basis, and should follow Minneapolis’s proposed tenant screening criteria
Leasing	Standard written, individual leases with a minimum 30-day period of notification for termination of tenancy.
Security	Tailored to the unique needs of the target population

Geographic location	In Minneapolis or outlying suburbs Location within ½ mile of high frequency transit service is preferred.
Services	Providers should have experience (or intend to gain experience) in use of MSA and Medicaid to support the disabilities of this population Hennepin County Staff (Corrections team) have expertise in tenancy support and successful supervision of clients and will work with the housing provider team.

People with mental illness who are leaving treatment, are at risk of institutionalization, or living in segregated settings

Definition: Individuals with serious and persistent mental illnesses currently served by either (1) County-operated or contracted programs OR (2) the HUD Section 811 program as administered by Minnesota Housing and Minnesota Department of Human Services.

Population overview

Approximately 700 individuals every year exit mental health treatment facilities, are at risk of readmission, and lack permanent housing. Common barriers to obtaining housing include severe psychiatric disabilities, insufficient resources, criminal histories, and homelessness. It is estimated that between half and two thirds of people with serious mental illness also have a substance use disorder. People of color are disproportionately represented in this group: 36% are Black or African American, and 5% are American Indian (compared to 13.3% and .6% of the general population, respectively).

Residents with serious and persistent mental illness have extremely low incomes, almost universally under \$14,000 in annual income, in addition to criminal backgrounds and poor housing histories. These factors, combined with their mental illness, make obtaining and maintaining independent stable housing difficult without treatment and supportive services.

Providing stable and supportive housing for people with serious and persistent mental illness makes a significant impact on both the individual and the larger system, including:

- Facilitating access to treatment and other needed health care/social services
- Decreasing use of emergency department, hospital stays, and other crisis services
- Reducing the bottleneck to the system that occurs with extended hospitalizations due to housing instability, and
- Diverting individuals from the civil commitment process.

Characteristics of housing needed

The Authority is seeking housing that promotes recovery, stability, and community inclusion for individuals with serious and persistent mental illness. The housing units must provide recovery-oriented services that include assessment, person-centered planning, care coordination and intervention and other supports.

Building types	Housing projects with a set-aside of units (not exceeding 25% of total units) designated for the population
Unit size / type	Single-room occupancy (with shared bathrooms or kitchens) Efficiency/studio apartments

Amenities	Community space, possibly with a shared kitchen Office space for on-site services
Referrals, marketing, tenant selection	All vacancies in units funded via the Supportive Housing Strategy will be filled in one of two ways: <ul style="list-style-type: none"> (1) through a referral process administered jointly by the service provider and housing provider, and designees of Hennepin County Human Services – Behavioral Health. Referrals will come from Behavioral Health programs that support this population. (2) For units funded with Section 811, via referrals from a DHS housing coordinator. Tenant eligibility criteria must accommodate the population’s high rates of criminal backgrounds, limited income, and negative housing histories. Tenant selection processes should follow Minneapolis’s Proposed Tenant Screening Criteria .
Leasing	Standard written, individual leases (i.e. no curfews, standard visitor policies) with a minimum 30-day period of notification for termination of tenancy. Person-centered and harm-reduction oriented property management approach
Security	Tailored to the unique needs of the target population
Geographic location	Location within ½ mile of high frequency transit service is preferred.
Services	On-site staff front desk (optional) Ability to access and coordinate medical and other support services within the health care system.

Youth involved with county systems

Definition: Youth involved with county systems include unaccompanied minors, youth with foster care experience and sexually exploited youth.

Unaccompanied minors: Minors aged 15-18 who are accessing emergency shelter or staying outside in Hennepin County and for whom reunification failed. Minors will be referred from the Hennepin County Coordinated Entry System unless otherwise approved by Hennepin County.

Youth with foster care experience: Youth in Extended Foster Care or youth with a Foster Youth to Independence Housing Voucher. To be eligible for the Foster Youth to Independence program (FYI) the individual must meet all of the following three components below:

1. Has attained at least 18 years and not more than 24 years of age;
2. Left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act; and
3. Is homeless, or is at risk of becoming homeless, at age 16 or older.

Sexually exploited youth: Young people under the age of 18 who have received anything of value or the promise of anything of value (e.g. money, drugs, food, shelter, protection, status, or gang association) in exchange for sex or sexual acts, including youth who have been coerced or threatened; and aged 18-24 years old having a prostitution criminal charge in the past year (defined by the Safe Harbor Act). The police and courts refer youth to Safe Harbor West Metro Regional Navigators for shelter and housing.

Population overview

Unaccompanied minors: For a small number of youth, efforts to reunite with guardians fail and it may be unsafe to return home. These youth are often screened out of traditional Child Protection Services and if placed into a traditional foster care setting, run away. They end up in homeless shelters and need assistance with housing that includes intensive wrap-around services. Not defined by a disability but many may have cognitive or mental health disabilities. An estimated 8% of unaccompanied minors were pregnant or parents, although not necessarily custodial.

As minors, this group is unable to legally rent an apartment without a parent/guardian, so alternative arrangements (such as master leasing) will be required.

Youth with foster care experience: Youth in this group are leaving a formal guardianship system and unable to rely on family of origin for support. They have little or no rental or employment history, extremely low incomes, and little to no credit score. Some are parents trying to support themselves and 1-2 children and are waiting for day care assistance, making it difficult to retain employment to ensure income. Related behavioral conditions and needs often make adhering to housing rules and expectations challenging for these youth. The housing stipend ends at age 21 leaving many at risk of homelessness at that point.

Sexually exploited youth: Average incomes for this group are varied. Related behavioral conditions and needs often make adhering to housing rules and expectations challenging for these youth. Some of the youth have disabilities, notably cognitive disabilities or mental illness that make them vulnerable for exploitation. There is often an overlay of drug use as well. Some of the youth are minors that aren't legally able to rent an apartment. They come with complex trauma that makes it difficult for them to live independently and their vulnerabilities are often exploited. Those age 18 and older often have a prostitution offense on their record which is a barrier to housing and employment.

The Safe Harbor law was recently changed to provide funding for youth age 18-24 to receive shelter, housing and services, but it is a voluntary program and the charge is not decriminalized. Trafficked young adults, while not covered under the Safe Harbor Act, have similar traumas to overcome but now have the stigma of a criminal record.

Characteristics of housing needed

For all youth involved in County systems, Authority is seeking smaller housing settings that feel like “home” and that “normalize” their developmental stage. Project teams serving any of the youth populations must demonstrate adherence to the Nine Guiding Principles:

<https://avenuesforyouth.org/wp-content/uploads/2015/12/9-Evidence-Based-Principles-to-Help-Youth-Overcome-Homelessness-Webpublish.pdf>

For all youth populations, tenant eligibility criteria must accommodate the population’s high rates of criminal backgrounds, limited income, and negative housing histories. Tenant selection processes should follow [Minneapolis’s Proposed Tenant Screening Criteria](#)

	Unaccompanied minors	Youth with foster care experience	Sexually exploited youth
Important considerations	For minors that cannot reunify with family or kin, the Authority is seeking housing in buildings dedicated to unaccompanied minors: both transitional living/housing programs (time-limited) and some long-term housing (not time-limited).	Harm reduction must be utilized, as rules stigmatize youth, and limit their ability to sustain their own housing in the future. Housing should mimic what they would experience if not touched by other programs.	This group requires 24/7 staffing to ensure safety and protection from prior traffickers. Harm reduction must be utilized, as rules stigmatize youth, and limit their ability to sustain their own housing in the future. A sample of services needed are included in the NWD Hub. No Wrong Door Hub Site Final Version (arcgis.com) .
Preferred building types	Small dedicated building(s) with fewer than 15 units with a “home” feel.	Units designated within mixed-population, mixed income apartment buildings (fewer than 15 target population per building), OR 2- to 6- unit buildings or townhomes in residential neighborhoods, OR Large (6-8 bedroom) home with shared spaces	Smaller 4- and 6- plex buildings preferred
Unit size / type	Shared living units and kitchens, individual bedrooms	Efficiencies or 1 bedrooms with private locked space Some units large enough to accommodate children	1-bedroom or efficiency (private locked bedroom)

Amenities	Shared spaces should allow for socializing Co-located (on-site) services Space for shared/common meals (for teaching independence & cooking)	Laundry in unit, trash chute on every floor, if feasible	Space for support service staff Space for ad hoc shared/common meals (for teaching independence & cooking)
Referrals, marketing, tenant selection	All vacancies for units designated for this population will meet the definition for unaccompanied minors above, and will be filled through referrals from either from the Hennepin County Coordinated Entry System or Hennepin County Children and Family Services staff.	All vacancies for units designated for this population will meet the definition for youth with experiences in foster care above, and will be filled through referrals from Hennepin County staff.	All vacancies for units designated for this population must meet the sexually exploited youth definition above, and will be filled via referrals from Hennepin County staff.
Leasing	Alternative leasing arrangements, such as a master lease, will be required to accommodate minors' inability to independently sign a legal lease a unit in the State of Minnesota. Residency agreement should include curfew to follow city of location, guest policies, nights out, etc). Any agreements developed should follow any necessary Department of Human Services licensing regulations.	Policies to allow relationship-building with guests/ friends to visit, spend the night, etc. Standard / month-to-month Allow to continue tenancy beyond 24 years old	Standard written, individual leases (i.e. no curfews, alcohol or smoking prohibitions, standard visitor policies) with a minimum 30-day period of notification for termination of tenancy. Person-centered and harm-reduction oriented property management approach
Security	Dependent upon geographic area.		Confidentiality of the location Safety protocols: gates, cameras, buzzer to be let in, etc. 24/7 supervision
Geographic location	Both urban and suburban, focusing on regions that currently do not have shelters and housing	Any, public transit access essential	Preferred away from urban core (while supporting transportation needs) Follow vulnerability mapping completed by No Wrong Door

	programs serving this population.		and being updated by the Department of Human Services
Services	<p>24/7 staffing levels to meet licensing standards, including these services:</p> <ul style="list-style-type: none"> - Individual case planning with a housing focused lens - Reunification services - Building out natural supports in a minor's life - Emphasize increasing earning capacity for youth (i.e. could be pursuing further education, increasing income, etc.). - Healthcare and mental health services - Resource and system navigation - Assistance accessing public benefits including food stamps and health care - Independent living skills services - Case Management Aftercare services after youth leave the building. 	<p>Support through transitions/ cliffs in supports for the young person especially at 18 and 21.</p> <ul style="list-style-type: none"> - Independent living skills case management/life coaching to live in private market up to the age of 24. - Onsite coaches/ support / mentor networks. - Restoration to familial and kinship relationships. - Provide intensive employment and educational services to help clients earn a living wage upon exit from housing supports. - Mental health supports. - Building a sense of common shared space. <p>Services include conflict resolutions, share meal once a week, utilizing chore chart around cleaning. Provide rent reductions for up-keep on property and general caretaking.</p> <ul style="list-style-type: none"> - Identity exploration and trauma based services 	<ul style="list-style-type: none"> - 24/7 front desk services ideal if possible - Intensive case management and trauma-informed services - Behavioral support - Mental health support (24/7) - Independent living skills (cooking, resume building, healthy relationships) - Identity exploration - Accommodations for online/remote schooling - Recreational space (art, music, exercise, garden) - Culturally-specific resources/spaces/groups/club/ organization that youth could feel a belonging to - Transition to education and employment opportunities

Families involved with child welfare

Definition: Families involved with, or at risk of involvement with, Hennepin County child protection and who are experiencing homelessness or housing instability, specifically families:

- With an open child welfare case in the last 6 months
- Involved in an intake report where there is a risk of involvement in child protection and housing is an issue
- Homeless or in unstable housing including doubled-up, couch hopping, hotel, currently unsheltered (vehicle, street, light rail, bus etc.), homeless shelter, domestic violence shelter, exiting from treatment or jail.

Population overview:

The relationship between housing instability, child welfare involvement, and overall well-being for children and youth is well documented. Lack of stable housing is often a precipitating factor for a family's involvement with the child welfare system, a significant barrier to ending a family's involvement, and a threat to child well-being. In Hennepin County in 2019, nearly half (44.8%) of the families who were in emergency shelter also had a report to child protection. Additionally, homelessness and/or lack of stable housing are the most frequently cited barrier to reunification for families where children have been placed in out-of-home care. Housing instability and subsequent frequent moves among child welfare-involved children and youth disrupts key developmental and learning processes, and undermines the basic skills necessary to succeed in school and in adulthood. In Hennepin County in 2018, 65.5% of youth in foster care aged out of care. These children are at a drastically increased risk of experiencing high rates of homelessness and housing instability. Children in foster care often do not graduate from high school; have greater rates of adolescent pregnancy and homelessness than their peers, and frequently suffer from substance use disorders and mental illness. Stress experienced early in life has a powerful impact on long term health outcomes and future systems involvement of adults, and homelessness and family separation are some of the most traumatic events a child can experience. National data indicates 40% of adults currently experiencing chronic homelessness were once in foster care.

Characteristics of housing needed

Keeping Families Together: Keeping Families Together (KFT) is a two-generation approach to supportive housing for families with children who are at risk of recurring involvement in the child welfare system. It integrates supportive services and affordable housing for families with a focus on ensuring they are safely and permanently unified or reunified and stabilized. By providing an affordable home and essential supports to families, this approach shows real promise in maintaining and reuniting children with their families in a safe environment while reducing costs. The services accessed through supportive housing help parents struggling with overwhelming poverty and multi-systems involvement improve their lives and family stability.

In recent years, with increased attention on two-generational approaches to child and family well-being, preventative services, and the importance of protective factors, child welfare agencies are gaining a greater understanding about the critical role housing plays in ensuring stability and well-being. Greater emphasis is now placed on housing, as it is often a necessary precondition for physical and mental health, recovery from addiction, educational success and strong parent-child relationships. While housing circumstances are becoming increasingly recognized as an important determinant of overall individual and community health, housing solutions have not yet been brought to scale for families due to limited resources, disparate systems and overwhelming need. Keeping Families Together combines affordable housing with holistic, trauma-informed services to strengthen families with child welfare involvement to end the cycle of child neglect and housing instability, resulting in a new generation of young people living more stable, productive lives.

The Authority seeks dedicated service-intensive projects with progressive pathways into mainstream housing, as well as set-aside units intentionally integrated within mixed-income buildings.

Due to the complexities of serving this population, evidence-based practices – such as Housing First, progressive engagement, person centered thinking and long-term engagement strategies – are critical in order to best serve this population. Families at the intersection of child welfare, homelessness and housing instability are strengthened through a two-generation approach (see “Keeping Families Together” insert).

Building types	Scattered sites integrated in a residential community Fourplex or townhome-style developments of 4-10 units Units set aside in a larger mixed-income building no larger than 60 units
Unit size / type	Family-sized units with 3 to 5 bedrooms, with a mix of unit sizes within each project
Amenities	Community space, children and teenager space Indoor and outdoor play areas Flexible day care options on site Office space for on-site services and/or community providers Easy-to-clean surfaces and flooring materials Ample storage space, large closets, kitchen cabinet space and large fridges
Referrals, marketing, tenant selection	All vacancies will be filled through referrals from Hennepin County staff. Tenant selection must use a low-barrier, Housing First approach with flexibility around rental history, credit history, and criminal history factors, with appeal process allowing for explanation of progress or mitigating factors. Tenant selection processes should follow Minneapolis's Proposed Tenant Screening Criteria
Leasing	Standard individual leases (i.e. no curfews, standard visitor policies) Flexibility to include supportive adults on lease who support the family and to remove adults as necessary Pets allowed, non-smoking rooms Person-centered and harm-reduction oriented property management approach (vetted reputation and familiar with population) Property manager collaborates with tenants and service provider on eviction prevention plan when necessary
Security	Secured entry buildings and camera security Key fob system and/or video doorbell system Overnight staffing or on-call for dedicated building type
Geographic location	Integrated in a residential community Near high frequency transit lines Near accessible services and community resources such as grocery stores, schools, playgrounds, daycare services, community-based services and children's programs Quiet and safe neighborhoods with parks nearby
Services	On-site case management and clinical support for case managers 2 Gen, whole-family wrap around services that incorporates Housing First and a trauma informed approach On-site parent support groups and groups for children and teens On-site or on-call pediatric nurses Nearby behavioral health services for parents and children Flexible day care options on site or nearby Tenant advisory group Youth focused activities and support Food resources on site or nearby Resource referral: employment services, health care and insurance, benefits, treatment and food pantry, finances/credit/budgeting classes housing related services (maintaining a home), homemaking semi-independent living skills services.