

REQUEST FOR PROPOSALS

City of Laredo
Department of Community Development
HOME Investment Partnerships American Rescue Plan (HOME-ARP) Program

In regard to the HOME Investment Partnerships American Rescue Plan (HOME-ARP) Program, funded through the U.S. Department of Housing and Urban Development (HUD), the City of Laredo received \$4,199,095. The intent of this program is to provide homelessness assistance and supportive services.

The City of Laredo is requesting proposals for the following activities:

· Development of Affordable Housing	\$2,800,000
· Tenant Based Rental Assistance (TBRA)	\$449,095
· Supportive Services	\$350,000

Funds will be awarded on a competitive basis, proposals will be evaluated based on the eligibility of the project and the organization capacity to effectively serve the needs of the homeless population.

Local non-profit organizations or government entities interested in receiving funding through the HOME-ARP Program are invited to submit individual proposals for this funds. For more information and to obtain a request for funding application, please contact Ms. Azenneth Contreras, Housing Program Manager at (956) 795-2675.

An informative session will be held at the Department of Community Development at 1301 Farragut 3rd Floor at 2 p.m. on Friday, December 1, 2023.

Proposals must be submitted to the City Secretary Department, at the City Hall Building 1110 Houston Street, 3rd Floor, Laredo, Texas no later than 3 p.m. on Friday, December 15, 2023.

NO LATE PROPOSALS WILL BE ACCEPTED.

Mrs. Tina Martinez
Department of Community Development Director
1301 Farragut 3rd Floor
Laredo, Texas 78040



City of Laredo
HOME Investment Partnership American Rescue Plan (HOME-ARP) Program
Request for Funding Application

1. Agency Information

Name: _____
Telephone No.: _____
Duns No.: _____
Contact Person: _____

Mailing Address: _____
Email Address: _____
Tax ID No.: _____
Contact Title: _____

2. Proposed Program/Project Information

Title: _____

Location: _____

3. Total Amount Requesting \$ _____

4. Activity

<input type="checkbox"/> Development of Affordable Housing	\$ _____
<input type="checkbox"/> Supportive Services	\$ _____
<input type="checkbox"/> Tenant Based Rental Assistance (TBRA)	\$ _____

5. Organization Information

What is your organization mission statement?

How long has the organization had it's 501 (c) (3) status? If your organization is a government entity, enter N/A. _____

How many years of experience does your organization have in the activity selected? _____

Has the organization secure funding for the administrative staff for this project? ☐ Yes ☐ No

Please attach the management plan, including the names and duties of staff who will administer the program/project and the project/program implementation schedule.

Describe the organization experience in submitting reports and recordkeeping requirements to ensure the protection of the tenant's personal information?

Does the organization have an audit or financial statement prepared by a qualified accountant or accounting service within the last two years?

☐ Yes ☐ No

Please attach the most recent audit or financial statement.

Is the organization registered with the U.S. System of Award Management and free from debarment? ☐ Yes ☐ No

Explain the current status of all open City funded contracts. What percent of funds have been expended? What is your agency's plan to complete open contracts? (If you have no open contracts, respond N/A)

6. Proposed Project Information

Please attach the narrative that describes in detail the proposed activity and the intended beneficiaries.

Development of Affordable Housing:

The goal of the City funding is to provide assistance to vulnerable households and meet their housing needs while they transition to self-sufficiency or long-term housing strategy. For each population you plan to serve, discuss your agency's long term housing strategy including how you plan to transition each population group to a permanent housing solution.

Tenant Based Rental Assistance:

The rental assistance program requires each unit to be subject to a HQS inspection prior to lease and payment approval. How does your agency plan to meet this requirement? (If not providing TBRA, respond N|A.)

Supportive Services:

Provide a detailed description of each supportive service you plan to provide with this funding.
(If you are not providing supportive services, respond N|A.)

7. Commitment of Funds

If awarded funding for the project, will the project be completed within (24) months?

☐ Yes ☐ No

If no, explain.

If applying for rehabilitation, new construction, or demolition, will the project be initiated within 12 months of award?

☐ Yes ☐ No

8. Project Funding Sources

Type	Description	Amount
Federal	<hr/>	\$ <hr/>
State	<hr/>	\$ <hr/>
Local Funds	<hr/>	\$ <hr/>
Other	<hr/>	\$ <hr/>
Total:		\$ <hr/>

9. Acquisition, Rehabilitation, and/or New Construction

Type of Land ☐ Single or Multi-Family
☐ Vacant Land

Is the site zoned for the proposed activity?

☐ Yes ☐ No

If no, please provide an explanation and timeline to change zoning or obtain a variance.

Does the project require relocation of occupants?

☐ Yes ☐ No

Total number of units being rehabilitated or constructed?

Type	# of Units
Efficiencies	
1-bedroom	
2-bedroom	
3-bedroom	
4-bedroom	

Has the project been initiated?

- ☐ Yes and the Environmental Clearance has been completed.
☐ Yes, but there has not been an Environmental Review.
☐ No, project has not initiated and will not begin until an environmental clearance has been completed by the City of Laredo.

10. Market Analysis

Please attach the recent market study that illustrates the need for the project/program.

11. Marketing Plan

Does the organization have a current marketing plan? ☐ Yes ☐ No
If yes, please attach the plan to this application.

12. Budget Proposal

Please attach the narrative that describes in detail how will grant funds be used to support the proposed project/program and provide details of all funding secured for this project.

13. Transmittal Letter

Please attach a cover sheet which identifies the organization requesting HOME-ARP funding assistance.