



## Request for Proposals

The Kent County Community Development Department was selected to administer HOME funds for the development of affordable rental housing for low-income families in Kent County outside the city of Grand Rapids. In response to this opportunity, the KCCD is requesting proposals from qualified nonprofit 501(c)(3) developers as well as qualified for profit developers for use of the funds, as detailed below.

Use of Funds: As previously determined by the source of the funds, proposals must meet the following guidelines;

- The funds must be used for the development of permanent affordable rental housing for Homeless Veterans, as opposed to shelter or transitional housing, or permanent housing that is restricted to senior households.
- The affordable homes must be located in Kent County outside the city limits of Grand Rapids.
- Development to be at least a fourplex.
- Housing units assisted under the HOME Program shall comply with the applicable federal, State and local codes and ordinances, the rules and regulations for affordable housing set forth at 24 CFR Part 92 and all other applicable federal requirements.
- Units will be subject to HOME affordability standards.
- Units developed as rentals will be managed by entities approved by Kent County Community Development Department. These entities will be familiar with and experienced in management of subsidized housing units. These entities will be familiar with HOME rental affordability requirements and will manage under a regulatory agreement which assures compliance with affordability terms and requirements.

### RFP Response Requirements:

- There is no particular response format required for this RFP. Instead, the KCCD requests written responses that address the items detailed above in “use of funds” and, if possible, detail the total number of affordable homes that can be developed, the location of the development, the timeframe for completion of development, and the proposed structuring of the use of the funds (grant, loan, equity investment, etc.).
- RFP responses must be submitted as “hard copies” to the KCCD by end of business on September 25, 2009.
- Respondents are encouraged to contact the Kent County Community Development Director with questions.

### Selection Process:

- The KCCD staff and a committee of the Board of Directors will review all submittals and may request additional information and/or in-person meetings with some or all respondents.
- The KCCD goal is to select a recipient of the funds by September 30, 2009.
- The KCCD reserves the right to reject any/all submittals.