

**Exhibit "C"**

**2019 Olympia Home Fund Application Questions**

Responses must be submitted for all questions for the application to be considered.

*These questions closely match the 2019 Thurston County Affordable Housing RFP questions to reduce administrative burden for applicants.*

**1. Submitting organization name:**

Low Income Housing Institute (LIHI)  
Interfaith Works

**2. Name of primary contact for this application:**

Steven Strickland  
Real Estate Project Manager  
Low Income Housing Institute (LIHI)  
steven.strickland@lihi.org  
206-957-8055

Meg Martin  
Co-Executive Director  
Interfaith Works  
meg@iwshelter.org  
360-951-6767

**3. Telephone number, email, and mailing address for submitting organization:**

Low Income Housing Institute (LIHI)  
206-443-9935, ext. 135  
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2047 1<sup>st</sup> Ave., Seattle, WA 98121

Interfaith Works  
360-951-6767  
meg@iwshelter.org  
P.O. Box 1221, Olympia, WA 98507

**4. Project Name:**

2828 Martin Way E

**5. Brief description of proposed project:**

The Martin Way project features a 2-unit condominium structure including (i) 60 LIHI housing units (40 of which will serve chronically mentally ill, homeless individuals earning up to 30% AMI, and 20 of which will serve individuals earning up to 50% AMI) and residential common space on the upper levels, and (ii) an Interfaith Works 24/7, enhanced homeless shelter with 60 beds and support facilities on the ground floor. Supportive services will be provided to residents of the housing units.

The total funding request is for \$1,100,000.00. \$600,000 of which will be for capital funding for the Low Income Housing Institute (LIHI) affordable housing units, and \$500,000 of which will be capital funding for the Interfaith Works shelter.

**6. Location of project, city, address (if known), zoning (if known):**

2828 Martin Way E, Olympia, WA 98506  
Zoning: HDC-4

**7. Name and brief experience of developer:**

The Low Income Housing Institute (LIHI) develops, owns, and operates housing for the benefit of low-income, homeless, and formerly homeless people in Washington State. LIHI began in 1991 and owns and/or manages over 2,000 housing units at more than 60 sites in 6 counties throughout Western Washington. In Olympia, LIHI most recently completed the development of Billy Frank Jr. Place, a 43-unit LIHTC project in downtown Olympia in 2017.

Robin Amadon, LIHI's Housing Development Director, will support Steven Strickland who will serve as the project lead overseeing development activities. Robin joined LIHI in 1998 and has worked on more than 20 Low Income Housing Tax Credit projects, several congregate homes, and mixed-use developments. Support for (i) construction administration will be provided by Brad Reuling, LIHI's Construction Project Manager; (ii) design development and construction administration will be provided by Eric Blank, AIA, LEED BD+C, LIHI's Design Manager; and (iii) project management, financial administration and legal review will be provided by Steven Strickland, J.D., LIHI's Real Estate Project Manager. LIHI also has a large property management staff that oversees leasing, compliance, and other property management activities.

Interfaith Works (IW), established in 1974, is a coalition of 32 diverse faith communities in Thurston County. IW has provided shelter for over 25 years through a faith based, volunteer run seasonal shelter program. Starting in 2013, IW partnered with a group of street outreach workers with over a decade of experience serving the highest needs, most disconnected unsheltered residents in our community to professionalize the volunteer model and open the county's first, year-round, low-barrier shelter. Under the leadership of Meg Martin, MSW and co-founder of the IW nightly shelter, IW introduced Thurston County to vulnerability-based placement and raised the bar for all shelter and housing programs in our area to prioritize and more effectively serve higher needs individuals. Today, most housing and shelter programs in Thurston County have shared language around best practices, Harm Reduction, Trauma-Informed Care, and Coordinated Entry. We have seen significant changes in system-wide performance measures related to higher occupancy in shelters, and lower barriers in shelter and housing programs across the county. This culture shift was led by IW and has resulted in more effective care of chronically homeless individuals with serious persistent physical, mental health, and substance use challenges. IW from its very first days has valued community connectedness and forged unlikely partnerships. We work closely with the city, county, state, businesses and property owners, healthcare and criminal justice systems, advocates and unhoused people themselves to ensure that all our efforts are community driven and happen with broad based support. Now, IW is the primary service providers prioritizing the most complex, chronically homeless adults with a 42-bed nightly shelter, oversight and management of the day room and hygiene area of the Community Care Center, and a peer support-based case management program called the Navigation Team.

8. Name and brief experience of project manager (if organization managing project is different from developer):

The Low Income Housing Institute (LIHI) will serve as both the developer and property manager of the housing unit. Interfaith Works will operate the shelter.

**9. Serve priority population (25 percent of score)**

*a. Target population of project:*

- 30% AMI: 60 beds (homeless individuals) (Shelter).
- 30% AMI: 40 units (chronically mentally ill homeless individuals) (Housing).
- 50% AMI: 20 units (working homeless individuals) (Housing).

*b. Proposed number of units or beds total:*

120 total units/beds (60 units of permanent supportive housing and 60 shelter beds).

c. *Proposed number units or beds per population:*

<b>30% AMI</b>	<b>Homeless</b>	<b>60 shelter beds</b>
<b>30% AMI</b>	<b>Chronically Mentally Ill &amp; Homeless</b>	<b>40 housing units</b>
<b>50% AMI</b>	<b>Working Homeless</b>	<b>20 housing units</b>

d. *Proposed number units or beds per income level:*

<b>30% AMI</b>	<b>Homeless</b>	<b>60 shelter beds</b>
<b>30% AMI</b>	<b>Chronically Mentally Ill &amp; Homeless</b>	<b>40 housing units</b>
<b>50% AMI</b>	<b>Working Homeless</b>	<b>20 housing units</b>

**10. Demonstrate readiness (25 percent of score)**

a. What is your estimated timeline for completion? When will the project reach full occupancy?

Construction completion is scheduled for 12/2021. The project is anticipated to reach full occupancy 3 months after construction completion (3/2022).

b. Has a site been purchased for this purpose or are their properties available for this rehabilitation?

The Low Income Housing Institute (LIHI) is currently negotiating site control via a purchase and sale agreement with the City of Olympia, and the City of Olympia has provided a letter of support for the Martin Way development, which is attached.

**11. Reduce homelessness for most vulnerable (15 percent of score)**

a. *Will this project serve homeless households?*

Yes. The shelter and the housing units will serve homeless households. There are an estimated 20 units set aside for 50% AMI households that will first be prioritized for homeless individuals, but will be filled with any qualifying individual if they cannot be filled with qualifying people experiencing homelessness.

b. *If yes, how will this project ensure placement through Coordinated Entry?*

Yes, placement for the shelter and homeless units will occur through the Thurston County Coordinated Entry system.

c. *How will this project prioritize serving the most vulnerable households in Coordinated Entry?*

Assigned shelter beds will be available based on a vulnerability assessment designed to prioritize individuals and couples with highest risk of death on the streets. People over the age of 60 who are living with serious persistent challenges related to their mental health, substance use, and physical health typically score the highest on the assessment tool. Interfaith Works uses the Coordinated Entry list to make placement decisions. A limited number of nightly drop-in beds will be available on a night by night lottery basis to ensure that occupancy is always high, while still prioritizing the most vulnerable.

The project will include 40 permanent supportive housing units (studio and 1-bedroom) for chronically homeless, non-veteran single adults and couples without dependent children who have permanent disabilities including mental illness, substance use disorders, chronic illness, and physical impairments making at or below 30% AMI. Placements into the housing will be made through the Thurston County Coordinated Entry system and IW will provide and coordinate all on-site support services for the tenants of the housing as well as the residents in the bottom floor shelter. The project will include space for case management, peer support advocacy services, and other on-site services. The remaining units will be prioritized through the same system, but will be for individuals or couples making at or below 50% AMI.

**12. Provide Supportive housing (10 percent of score)**

a. Will this project provide supportive housing?

Yes, daily supportive services will be provided on-site to residents of the housing units and the shelter through Interfaith Works. IW's peer support case management program model called The Navigation Team specializes in strengths-based relationship building with residents, and is uniquely equipped to connect with and support residents in whatever struggles they are going through. IW will provide clinical supervision to the case management team, and will always work to keep people housed, and get them the support they need to be successful. Additionally, partnership with a licensed, clinical, behavioral health provider to increase on-site access to mental health and substance use treatment will be required in order to receive the State Housing Trust Fund award to serve Chronically Mentally Ill (CMI) individuals. IW currently partners with Providence Behavioral Health Services at the Community Care Center and intends to increase the scope of that arrangement for the Martin Way service plan.

b. What are the targeted needs of the households served?

This project is designed to serve individuals with the most complex challenges related to their physical health, mental health and substance use patterns. All of the support services are individualized, non-coercive, voluntary, and based on what the resident is saying they need. In our experience serving this population, we anticipate that some of the primary needs our households will have are high access connection to medical care, low-barrier mental health and substance use treatment options, support for their pets, support with managing personal belongings and hoarding behavior, overdose prevention planning, accessibility and mobility support, support with Activities of Daily Living, connection to in home health workers, coordination of transportation for appointments, emergency medical response, interpersonal and domestic violence intervention, support with boundaries related to visitors, family members, partners and friends who are not housed in the apartments, support with financial planning and connection to payee services, coordination of legal support, patience, understanding and ample opportunities to change behavior when issues arise. This project will meet safety and cleanliness standards while understanding that our guests and residents are being screened into the program specifically because they can have challenging behavior. This means that we must connect with them quickly, build trust, and understand that our relationships are the strongest tool in our ability to enforce regulations that are necessary for the health and safety of all residents and for the project to continue.

c. How will services, like case management or behavioral health, be funded?

Supportive services for the housing units will be funded through a contract between LIHI and Interfaith Works by tenant paid rental income or other service funding secured through local and/or philanthropic resources. Supportive services for the shelter will be funded by a combination of sources. IW's shelter has been awarded significant funding through the Thurston County annual RFP process each round since 2012. IW will continue to pursue funds through the county for the Consolidated Homeless Grant program, HB 2163 funds for homeless services, and any additional options through the Community Investment Partnership. IW is in the process of becoming a Foundational Community Support partner through Medicaid expansion, and applying to the Federal Office of Crime Victims Advocacy for our Navigation Team program. Additionally, a budget proviso in the WA State 2019 budget to support operations of Permanent Supportive Housing was awarded \$7M and is being considered a new funding stream for Permanent Supportive Housing operations going forward. Further, IW will continue to pursue private foundation and grant opportunities for ongoing operations.

Clinical Behavioral Health services will be Medicaid eligible services and funded through our partnership with the licensed provider.

- d. Has the operator of this housing been trained or evaluated in Substance Abuse and Mental Health Services Administration (SAMHSA) Supportive Housing Fidelity? If yes, estimate the most recent date and include the evaluating organization.

LIHI and Interfaith Works are in discussions with Providence Health & Services Washington's Community Care Center to provide licensed, clinical behavioral health services for the project.

**13. Cost (10 percent of score)**

- a. What is the average cost per unit based on the total project cost?

\$153,932.50.

Total Project Cost (\$18,471,900) / Number of Units/Beds (120) = \$153,932.50 average cost per unit.

- b. Average cost per Home Fund dollar requested?

\$9,166.00.

Total Home Fund amount requested (\$1,100,000) / Number of Units/Beds (120) = \$9,166.00 average cost per Home Fund dollar requested.

- \$600,000.00 for Low Income Housing Institute (LIHI) affordable housing units.
- \$500,000.00 for Interfaith Works shelter.

**14. A BUDGET SPREADSHEET MUST BE ATTACHED TO YOUR APPLICATION.** The budget should include estimated income and expenses for:

- |  |                               |
|--|-------------------------------|
| ✓ All estimated fund sources including Olympia Home Fund | ✓ Permits and fees            |
| ✓ Design and inspection                                  | ✓ Land/property acquisition   |
| ✓ Project management                                     | ✓ Site development            |
| ✓ Relocation   | ✓ Construction/rehabilitation |
| ✓ Title Insurance  | ✓ Utilities                   |
| ✓ Environmental review                                   | ✓ Other expenses              |

See attached budget workbook.