



Arizona Department of Housing 2024 Information Bulletin

REGARDING PROGRAMS: Tribal Housing Development

REGARDING FUNDING SOURCES: State Housing Trust Funds (SHTF)

INFORMATION BULLETIN No. 59-24

ISSUED: August 30, 2024

RE: FY2024 State Housing Trust Fund Tribal Request for Interest

The Arizona Department of Housing (Department) is pleased to announce a Request for Interest (RFI) for FY24 State Housing Trust Funds. The resources under this RFI include \$10 million dollars in State Housing Trust Funds (SHTF).

The goal of this RFI is to identify projects where the Department could help fund or enhance tribal housing projects.

Responses to this RFI should describe the project and demonstrate how the Department's assistance would either make the project feasible or increase the benefits of a project. Projects may be at any stage of planning or design, and must be located on tribal trust land or fee land owned by the Tribe or Tribally Designated Housing Entity. Projects may propose any amount up to \$10 million dollars of SHTF.

Respondents may propose SHTF assistance for housing that may include, but is not limited to:

- Construction or Rehabilitation of Rental Housing
- Single-Family Housing Rehabilitation
- Single-Family Homebuyer Unit Development
- Transitional Housing
- Shelter Housing

Please submit the following in your RFI submittal in one PDF (please bookmark sections by the letters below, i.e. A – Project Contact, B – Project Address, C – Site Control, etc.):

- Project Contact:** Provide the name, email, and phone contact information for the individual(s) that can be contacted by the Department regarding the submission.
- Project Address:** Provide the project address.
- Site Control:** Specify whether the project sponsor currently has site control for the property.
- Applicant Experience:** Describe the relevant experience of the project applicant or team. This statement does not need to be an exhaustive list of qualifications, however it should identify any previously executed projects that are comparable in scale or type to the proposed project. The statement does not need to list all team members if the project team is not yet known.
- Narrative of Project Concept:** Provide a narrative that explains the project concept. Projects can be at any stage of planning or design.
- Type of Housing:** Specify the category of the project (i.e. rental housing or transitional housing).
- Project Schedule:** Provide the anticipated project schedule, including milestones for design, environmental review and entitlements, permitting, and construction.

- H. **Feasibility and financial information:** The response should demonstrate how the Department's assistance would either make the project feasible or enhance the public benefits of the project. Respondents may choose the type of information and level of detail to provide in this section. The Department may contact individual respondents to discuss the information received through this RFI, and may request a greater level of detail in a future supplemental submittal.
- I. **Cost Estimation:** Please explain what type of cost estimation has already been performed on the project and whether the project sponsor believes the project as currently proposed is financially feasible.
- J. **Other funding sources:** If the project concept includes federal, state, or local funding or financing (e.g. LIHTC, Federal or State historic tax credits, or fee waivers), identify the programs/sources.
- K. **Plans and Specifications:** If available, provide drawings that illustrate the project concept, including both existing conditions and the proposed project (i.e. site plans, building plans floor plans, and renderings).

Eligible Applicants: Tribes, Tribally-Designated Housing Entities, or Non-Profits working directly with Tribes on Tribal Trust Land

Submission of RFI: The Department asks that each respondent submit responses via the [Rental Development portal](#) on the Department's website no later than the deadline listed below. Please list the **SHTF Tribal RFI** as the "document type" and "0" for Project No. for your submittal in the portal.

Request for Interest Deadline: October 25, 2024 at 4:00 PM MT

For questions related to this RFI, please contact:

Melanie Brewer, Rental Programs Administrator

melanie.brewer@azhousing.gov or 602.771.1031

Submissions not entered by the deadline or in the correct portal titled SHTF Tribal RFI may not be considered. The Department may commence discussions with one or more respondents, with a goal of identifying projects where the Department's assistance could fund or enhance the projects. During these discussions, the initial project concepts may be amended or revised. This RFI, and any subsequent discussions with respondents, shall not constitute any promise of performance, funding commitment, or other investment from the Department. The Department reserves the right, at any time and in its sole and absolute discretion, to not commence discussions with respondents, to issue a request for proposals, or to withdraw the RFI without notice. In no event shall the Department be liable to respondents for any cost or damages incurred by respondents, team members, consultants, or other interested parties in connection with the RFI process, including but not limited to any and all costs of preparing cost budgets, architectural drawings and renderings or other submitted materials, and participation in any meetings or discussions.



Arizona
Department
of Housing

1110 W. Washington, Suite 280 | Phoenix, AZ 85007
Telephone (602) 771-1000 Facsimile (602) 771-1002 TDY (602) 771-1001
<https://housing.az.gov>