

## HOUSING AND COMMUNITY DEVELOPMENT

# 2017–2018 Consultant Partner Application

*Please allow yourself at least 30 minutes to complete this application.*

1. Please provide the following information:

First Name:
Last Name:
Email:
Phone Number:
Street Address:
City:
State:
ZIP Code:
Customary Hourly Rate:
Organization Name (if any):
DUNS Number (if any):

2. Please select your small business status, if any.

N/A      MBE      SBE      WBE      Veteran      Disadvantaged      8(a)

3. Are you interested in extended or long-term onsite assignments?

Yes      No

4. Please list three references (non-Econometrica).

Professional Reference #1
Name:
Title:
Organization:
Phone:
Email:
Dates of Service:

4. Please list three references (non-Econometrica) (continued).

Professional Reference #2
Name:
Title:
Organization:
Phone:
Email:
Dates of Service:

Professional Reference #3
Name:
Title:
Organization:
Phone:
Email:
Dates of Service:

5. Please provide your years of experience with **Affordable Housing, Mixed-Finance Development, and Homeownership.**

	Years of Experience (1–25+)
HOME Investment Partnerships Program (HOME), including reporting requirements in the Integrated Disbursement and Information System (IDIS) and financial management of HOME grants.	
Recapitalization and preservation of affordable rental housing, including Rental Assistance Demonstration (RAD).	
Choice Neighborhoods and HOPE VI.	
Housing counseling grant requirements, oversight, and agency capacity building.	
Housing Trust Fund.	
Leveraging additional funding and subsidy layering.	

6. Please provide your years of experience with **Community and Economic Development** and **Disaster Resilience**.

	Years of Experience (1–25+)
Community Development Block Grant (CDBG).	
CDBG tools and products to assist grantees to design and conduct local income surveys. Limited pilot testing of new tools and products.	
CDBG Disaster Recovery launch, program management, and capacity building technical assistance (TA), including National Disaster Resilience project implementation TA.	
Section 108 Loan Guarantee Program TA.	
Community and regional planning, including consolidated plans and the use of the eCon Planning Suite.	
Comprehensive neighborhood revitalization.	
Rural and Tribal community and economic development practices and resources.	
Economic development.	
Disaster resilience.	
Green infrastructure.	
Vulnerability analysis/hazard risk assessment.	
Innovative financing methods for infrastructure and disaster resilience (e.g., green bonds, catastrophe bonds, and value capture).	
Grant systems, including IDIS and Disaster Recovery Grant Reporting.	
Infrastructure design that addresses systemic shocks and stresses, delivers multiple benefits, and achieves resilience.	
Assessment of Fair Housing.	

7. Please provide your years of experience with **Homelessness**.

	Years of Experience (1–25+)
Continuum of Care (CoC) program, including CoC governance and CoC systems performance measurement.	
Emergency Solutions Grants program.	
Centralized or coordinated entry system.	
Data reporting, analysis, and management, including use of a Homeless Management Information System (HMIS).	
Homeless subpopulations: chronic homeless, veterans, families with children, youth, and victims of domestic violence.	
Strategic resource allocation and removing barriers to CoC resources for persons experiencing homelessness and/or entering the CoC system.	
Quickly rehousing homeless individuals and families, promoting access to and effective use of mainstream programs, and/or optimizing self-sufficiency among individuals and families experiencing homelessness.	
Using a Housing First approach, including retooling transitional housing and rapid rehousing.	
Underperforming CoC program recipient, subrecipient, or project.	
Disaster preparedness.	
e-snaps.	

8. Please provide your years of experience with the **National Homeless Data Analysis Project**.

	Years of Experience (1–25+)
Analysis, management, and reporting of data critical for measuring and meeting the U.S. Department of Housing and Urban Development's (HUD) Strategic Objectives related to homelessness and the goals of Opening Doors.	
HMIS, including operation of the HMIS Data Lab.	
Data reporting, analysis, and management, including use of an HMIS.	
Disaster preparedness and recovery assistance.	
Preparation of Annual Homeless Assessment Report (AHAR) Parts 1 and 2.	
Redesign of AHAR collection and technology upgrades.	
Development of HMIS lead and system administrator training curriculum and rollout plan.	

9. Please provide your years of experience with **Public Housing Operations and Programs**.

	Years of Experience (1–25+)
Financial management, which may include procurement protocols.	
Governance of public housing agencies (PHAs), including board and management practice, effective use of partnerships, and potential organization restructuring.	
Information Resource Center.	
Asset management.	
Development methods and capital improvements.	
Low-cost, high-speed internet access.	
Energy Performance Contracts.	
Housing Choice Vouchers.	
Physical Needs Assessments.	
PHA repositioning/regional planning.	
Recovery and prevention of at-risk or troubled PHAs, including asset repositioning, program operations, internal controls, financial and governance training, and development assistance.	
Operating funds and Capital Funds grant.	
Self-Sufficiency Programs.	
PHA plans.	
Moving to Work.	
Disaster resilience.	
Green development.	
Physical inspections.	
Mixed finance.	
Assessment of Fair Housing.	
Recovery of PHAs in HUD Administrative Receivership.	

10. Please provide your years of experience with **Native American Housing and Community Development**.

	Years of Experience (1–25+)
Indian Housing Block Grant.	
Native American Housing Assistance and Self-Determination Act (NAHASDA).	
Negotiated Rulemaking Committee and Consultation support.	
NAHASDA allocation formula administration.	
Title VI Loan Leveraging.	
Section 184 Loan Guarantee.	
Tribal HUD-Veterans Affairs Supportive Housing (VASH).	
Indian Community Development Block Grant.	

11. Please provide your years of experience with **Supportive Housing and Services**.

	Years of Experience (1–25+)
HUD-VASH, including VASH data collection.	
Housing Opportunities for Persons With AIDS.	
Section 202 Supportive Housing for the Elderly, including documenting capital needs backlog in the 202 portfolio.	
Senior Project Rental Assistance Program.	
Section 811 Supportive Housing for Persons with Disabilities and Section 811 Project Rental Assistance.	
Homeless Preference in Project-Based Section 8.	
Multifamily Housing Service Coordinator.	
Family Self-Sufficiency programs with Resident Opportunity and Self-Sufficiency Service Coordinators.	
Jobs Plus Initiative.	
Workforce Innovation and Opportunity Act implementation.	
Regional mobility programs.	

12. Please provide your years of experience with **Policy Development and Research**.

	Years of Experience (1–25+)
Data collection and quality for Low-Income Housing Tax Credit tenants and projects.	

13. Please provide your years of experience with **Fair Housing, Energy and Environment, Relocation, and Other Crosscutting Requirements.**

	Years of Experience (1–25+)
Violence Against Women Act implementation.	
Section 3 of the Housing and Urban Development Act of 1968.	
Compliance with Section 504 and Americans with Disabilities Act/Uniform Federal Accessibility Standards requirements.	
Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and Section 104(d) of the Housing and Community Development Act of 1974.	
Departmental priorities.	
Environmental reviews.	
Benchmarking and utility data analysis for multifamily building, including use of the ENERGY STAR Portfolio Manager tool.	
Energy efficiency and high-performance building retrofits for assisted housing properties.	
Green operations and maintenance.	
Activities that assist grantees with implementing new federal rules, regulations, notices, and program requirements.	
Knowledge management via HUD Exchange.	
Smoke-free housing.	
Knowledge of the RAD Notice Regarding Fair Housing and Civil Rights Requirements and Relocation Requirements Applicable to RAD First Component – Public Housing Conversions (H 2016–17/PIH 2016–17), the Fair Housing Act, and Title VI of the Civil Rights Act.	
Affirmatively Furthering Fair Housing.	

14. Please provide your **additional years of experience.**

	Additional Years of Experience (1–25+)
HOME Program Regulations – At least 5 years of experience administering a HOME program, including finance and underwriting, or providing direct TA on 2013 HOME regulations.	
Administration and Rental Housing Compliance certification.	
Public Housing Programs Experience – At least 5 years of demonstrated public housing programs experience, including agency operations; voucher programs; property management operations; and capital investment programs, including capital improvements and various methods of housing development.	
RAD – At least 2 years of demonstrated finance and underwriting experience related to RAD conversions.	

15. Are there any **special qualifications** that you would like to add to this application (e.g., R/E License, J.D., HOME Certified, CPA, Housing Credit Certified)?

16. By signing below, you certify the following:

- You will be able to provide evidence of your past pattern of compensation. This evidence includes your customary rates, including rates on nongovernment contracts or cooperative agreements.
- Your compensation rates for federal work are equal to or below your rates paid for similar work on nonfederal activities.
- The information that you have provided on this form is accurate to the best of your knowledge.
- This application is not considered complete until this form and your resume are emailed to [MNunez@Econometricalnc.com](mailto:MNunez@Econometricalnc.com) with the subject line: "Your Name" – HCD Consultant

17. Signature: \_\_\_\_\_

Date: \_\_\_\_\_

All applications received will be reviewed against the following selection criteria:

- Experience and Technical Qualifications: The extent to which each individual or organization as a whole demonstrates ability related to the skills above and acceptable past experience with Econometrica, as applicable.
- Rate Reasonableness: The extent to which rates are considered reasonable compared to the individual's experience and qualifications, market prices, and any rate limitations imposed by HUD. Prior to assigning a funded task, rates must be determined to be fair and reasonable. You must be able to provide evidence of your past pattern of compensation. This evidence includes your customary rates, including rates on nongovernment contracts or cooperative agreements.
- Debarment/Suspension Check: Potential consultants found to be suspended or debarred from federal government business will not be solicited for or awarded task orders. Verification is performed by searching the System for Award Management: <https://www.sam.gov>.
- Small Business: Econometrica is committed to using small-disadvantaged businesses, minority-owned firms, Indian-owned firms, veteran-owned business enterprises, and women's business enterprises whenever possible.

All consultants will be selected in compliance with the procurement procedures and standards codified in 2 CFR part 200.

Selection of consultants will be competitive as required by 2 CFR part 200.320.