

**HOUSING AND COMMUNITY DEVELOPMENT**

**FY2018–FY2019  
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      DBE      MBE      WBE      SBE      Veteran Disadvantaged  
(as defined by the U.S. Small Business Administration)      (e.g., 8(a))

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

Yes      No

**4. Please list three references for current work or for projects occurring within the last 5 years.  
Please do not list Econometrica, Inc., staff as a reference.**

	Name (1)	Title (2)	Organization (3)	Phone (4)	Email (5)	Dates of Service (6)
Professional Reference (1)						
Professional Reference (2)						
Professional Reference (3)						

5. Please provide your years of experience in:

Affordable Housing, Mixed Finance Development, Homeownership	Years (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 the 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 in:

Community and Economic Development, Disaster Resilience	Years (1–25+)
Community Development Block Grant (CDBG)	
CDBG tools and products to assist grantees design and conduct local income surveys. Limited pilot testing of new tools and products.	
CDBG Disaster Recovery (CDBG-DR) launch, program management, and capacity building technical assistance (TA), including National Disaster Resilience (CDBG-NDR) project implementation TA	
Section 108 Loan Guarantee Program TA	
Community and regional planning, including consolidated plans and the use of the e-con 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 (DRGR)	
Infrastructure design that addresses systemic shocks and stresses, delivers multiple benefits, and achieves resilience	
Assessment of Fair Housing (AFH)	

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

Homelessness	Years (1–25+)
CoC program, including CoC governance and CoC systems performance measurement	
Emergency Solutions Grants (ESG) 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	
Under-performing CoC Program recipient, subrecipient, or project	
Disaster preparedness	
e-snaps	
McKinney-Vento Homeless Assistance Act	

**8. Please provide your years of experience with:**

National Homeless Data Analysis Project	Years (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 a HMIS	
Disaster preparedness and recovery assistance	
Preparation of AHAR Part 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:**

<b>Public Housing Operations and Programs</b>	<b>Years of Experience (1–25+)</b>
Financial management, which may include procurement protocols	
Governance of public housing authorities (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 (MTW)	
Disaster resilience	
Green development	
Physical inspections	
Mixed finance	
Assessment of Fair Housing (AFH)	
Recovery of PHAs in HUD Administrative Receivership	

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

<b>Supportive Housing and Services</b>	<b>Years of Experience (1–25+)</b>
HUD-VASH, including VASH data collection	
Housing Opportunities for Persons With AIDS (HOPWA)	
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 (FSS) programs with ROSS-SC	

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

<b>Supportive Housing and Services</b>	<b>Years of Experience (1–25+)</b>
Jobs Plus Initiative	
Workforce Innovation and Opportunity Act (WIOA) implementation	
Regional mobility programs	
Data collection and quality for Low-Income Housing Tax Credit (LIHTC) tenants and projects (1)	

**11. Please provide your years of experience with:**

<b>Policy Development and Research</b>	<b>Years of Experience (1–25+)</b>
Data collection and quality for Low-Income Housing Tax Credit (LIHTC) tenants and projects (1)	

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

<b>Fair Housing, Energy and Environment, Relocation, and Other Cross-Cutting Requirements</b>	<b>Years of Experience (1–25+)</b>
Violence Against Women Act (VAWA) implementation	
Economic Opportunities for Low and Very-Low Income Persons (Section 3 of the Housing and Urban Development Act of 1968)	
Compliance with Section 504 and ADA/UFAS requirements	
Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), and Section 104 (d) of the Housing and Community Development Act of 1974	
Davis-Bacon	
Environmental reviews for the National Environmental Policy Act (NEPA) and related federal environmental laws and authorities	
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	
Lead Hazard Control and Healthy Homes	
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	
Community engagement and economic opportunity programs, including Opportunity ones and Promise Zones	
EnVision Center Demonstration	

13. HUD’s FY 2018–FY 2019 NOFA establishes requirements for the minimum years of experience, occurring within the last 10 years for the specific programs noted below. Please verify your years of experience with these programs.

Program	Years of Experience (1–25+)
<b>HOME Investment Partnership Program</b> – At least 5 years of experience administering a HOME program, including finance and underwriting, or providing direct TA on 2013 HOME regulations. Experience must have occurred within the last 10 years.	
<b>Section 108 Loan Guarantee Program</b> – At least 5 years of experience administering a program, or providing direct TA. Experience must have occurred within the last 10 years.	
<b>PH Programs Experience</b> – At least 5 years of demonstrated experience directing public housing programs or providing direct TA, including agency operations, voucher programs, property management operations, and capital investment programs including capital improvements and various methods of housing development. Experience must have occurred within the last 10 years.	
<b>RAD</b> – At least 2 years of demonstrated experience running a program, including finance and underwriting experience related to RAD conversions, PHA repositioning, PH, Mod projects or 202 PRAC.	
<b>Community Development Block Grant Program Disaster Recovery</b> – At least 5 years of experience administering a CDBG-DR program, or providing direct TA. Experience must have occurred within the last 10 years.	
<b>Section 3</b> – At least 5 years of experience running a program to include development of plans, outreach, implementation, monitoring and reporting, or providing direct TA of this nature. Experience must have occurred within the last 10 years.	
<b>EnVision Center Demonstration</b> – Verify that you have at least 2 years of experience providing TA, including guidance material to build coalitions and coordinate or colocate services across a diverse set of partners supporting needs across one of the 4 EnVision Center pillars (i.e., Economic Empowerment, Educational Advancement, Health and Wellness, Character and Leadership).	

14. For each of the programs noted above for which your experience and qualifications align with the minimum requirements, please provide details regarding how your experience meets or exceeds these specific qualifications requirements. Please list:

- The position held for the minimum years specified by the requirement or the relevant TA assignments.
- The years the position was held (or the TA provided).
- The organization for which you worked or the recipient of the TA provided.

15. Are there any special qualifications, academic or professional certifications that you would like to add to this application?

**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 contracts with federal clients (or subcontracts to other firms contracted with a federal client) are equal to or below that paid for similar work on nonfederal activities. The information that you have provided on this form is accurate to the best of your knowledge.

You understand that you are entering into an agreement to be listed in Econometrica, Inc.'s response to the U.S. Department of Housing and Urban Development FY 2018 and FY 2019 Community Compass Technical Assistance and Capacity Building Program Notice of Funding Availability (NOFA) No. FR-6200-N-06.

**This application is not considered complete until your resume is emailed to:**

[FY2019NOFA@EconometricaInc.com](mailto:FY2019NOFA@EconometricaInc.com)

Subject Line: "Your Name" -2018-2019 NOFA

16. Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Evaluation review criteria.**

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

**Experience and Technical Qualifications:** The extent to which each respondent demonstrates skills and abilities related to the description above and acceptable past experience with Econometrica, as applicable.

**Rate Reasonableness:** The extent to which rates are considered reasonable compared to the respondent's experience and qualifications, market prices, and any rate limitations imposed by HUD. Before assigning a funded task, rates must be determined to be fair and reasonable. Respondents must be able to provide evidence of their past pattern of compensation. This evidence includes 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. This status is verified by searching the System for Award Management: <https://www.sam.gov>.

**Small Business:** Econometrica is committed to utilizing small disadvantaged businesses, minority-owned firms, American Indian- and Alaska Native-owned firms, veteran-owned firms, and women's business enterprises whenever possible.

All consultants will be selected in compliance with the procurement procedures and standards codified in 2 CFR 200. Selection of consultants will be competitive, as required by 2 CFR § 200.320.