



**DEPARTMENT OF BUSINESS AND INDUSTRY
HOUSING DIVISION**

**NEVADA HOUSING DIVISION
SUPPORTIVE HOUSING DEVELOPMENT FUND (SHDF)
FY2025**

**REQUEST FOR PROPOSALS: SHDF Program Measurement and Evaluation and
Statewide Training and Capacity-Building**

Nevada Housing Division (“Division”) is issuing a combined Request for Proposals (RFP) for two eligible activities from the Supportive Housing Development Fund (“SHDF”): Statewide Training and Capacity-Building and Program Measurement and Evaluation Awards.

Applicants are invited to submit qualifications and proposals for either or both options. Applicants must submit responses separately for each option:

- Option 1: Statewide Training and Capacity Building**
- Option 2: Program Evaluation and Measurement**

Each submission will be evaluated independently. Applicants interested in both opportunities should submit distinct proposals tailored to the specific requirements and scope of each option.

Proposals are being accepted beginning Monday December 2, 2024, until December 27, 2024.

Purpose:

Assembly Bill 310 of the 2023 Legislative Session was signed into law by Governor Joe Lombardo on June 15, 2023, and created the Nevada Supportive Housing Development Fund (codified as NRS 319.600 and 319.610). The goal of the SHDF is to increase the supply of quality supportive housing, build the capacity of the supportive housing industry to reduce homelessness and inappropriate institutionalization, and evaluate the effectiveness of such interventions in Nevada.

In Nevada, the critical need for supportive housing to address chronic homelessness is underscored by a complex interplay of social, economic, and systemic factors. The shortage of affordable housing and rising housing costs correlates to a rise in homelessness which necessitates innovative and comprehensive solutions. Nevada’s current affordable housing supply is grossly under-serving Nevadans with complex barriers to housing stability including those with extremely low-income combined with physical, cognitive, and behavioral health diagnoses. Supportive housing is one evidence-based solution to this pressing issue. Supportive housing offers a sustainable housing solution with services for those with complex needs to create a necessary foundation for housing stability. Research suggests that housing-first supportive

housing models following the fidelity principles recommended by the [Substance Abuse Mental Health Services Administration's PSH Toolkit](#) have high success rates at keeping tenants who historically have been high utilizers of emergency services stably housed longer than other interventions. Additionally, research shows a meaningful decrease in the cost of public healthcare, criminal justice and the homeless response system as a result of supportive housing programs.

SHDF has \$32,200,000 in total available funding. Applications are currently being reviewed for the initial grant awards to support the planning or development of Supportive Housing by funding Supportive Services. As part of the next phase of implementation of the SHDF, the Housing Division is releasing two Requests for Proposals to support Statewide Training and Capacity Building and SHDF Program Measurement and Evaluation respectively on December 2, 2024.

Please review the [SHDF Program Guidelines](#) for a wider scope of this statewide pilot program.

AWARD PROCESS

This RFP is seeking qualified consultants, technical assistance providers, and subject-matter experts to submit qualifications and proposals to partner with the Division and SHDF awardees in support of successful implementation of this pilot program.

There are two separate award opportunities with distinct scopes that will require close collaboration with stakeholders and interested parties across the statewide program. Applicants may apply for one or both opportunities and must submit a separate proposal for each RFP:

1. STATEWIDE TRAINING AND CAPACITY

Maximum Number of Awards: 1

Maximum Amount of Award: \$200,000

Duration: One-Time

Eligible entities may apply with a scope of work that includes, but is not limited to, the statewide training of Division leadership and staff, cross-sector partners and supportive housing practitioners (developers, service providers, and property managers) to develop and operate quality supportive housing. The Division is seeking a comprehensive scope of work that includes, but is not limited to, the following:

- Statewide training curriculum which directly supports other SHDF awardees to develop policies, procedures and technical expertise to increase the fidelity of their supportive housing programs;
- Identification of opportunities to increase statewide and regional capacity to increase infrastructure for future pipeline development of supportive housing across Nevada;
- Connect the Division and other participants with best practices, policy recommendations, and organizational procedures in support of building infrastructure for effective program management, compliance, and service delivery;
- Support identifying new funding streams and/or expanding capacity-building programming beyond the scope of this award; and
- Secure additional funding from federal or private grant programs leveraged to pair with SHDF for these activities (not a requirement).

2. SHDF PROGRAM MEASUREMENT AND EVALUATION PROGRAM

Maximum Number of Awards: 1

Maximum Amount of Award: \$700,000

Duration: One-Time

The SHDF Measurement and Evaluation Program will support the Division to assess the effective use of the SHDF across its various programs and meet the statutory requirements of NRS 319.600 and the regulations set forth in LCB File R078-24. In order to create lasting capacity, this includes collaboration with the Division Grants Team, Division Economist, and SHDF Awardees. Effective use includes, first and foremost, short and long-term key performance indicators and outcome measures of the tenants served by supportive housing in this program, including a reduction of their utilization of emergency services and a reduction in public costs as a result. Secondly, tracking the increase in both the quantity and quality of supportive housing units available.

The Division is seeking a comprehensive proposal that includes, but is not limited to, the following:

- Development of performance criteria and analysis of the progress of the SHDF via the following:
 1. Information on and feedback from grant recipients; and
 2. Information on the use of grant money and participation in the supportive housing grant program.

This will inform and support the Division's required annual reports to fulfil requirements pursuant to NRS 278.235 ([NRS: CHAPTER 278 - PLANNING AND ZONING](#)), NRS 278.237 ([NRS: CHAPTER 278 - PLANNING AND ZONING](#)), and NRS 319.143 ([NRS: CHAPTER 319 - ASSISTANCE TO FINANCE HOUSING](#));

- Development of a quality assurance and quality improvement program to assess supportive housing applications, develop quality standards as conditions of contract awards and monitor for compliance during performance reviews;
- Analysis of supportive housing balance sheets to assess the on-going need for operations and services support to provide quality supportive housing to eligible tenants in a sustainable manner;
- Development of streamlined data tracking and reporting process and/or database for continued use by Division staff to support efficient analysis and communication of outcomes on demand;
- Identification of current funding for support services for existing supportive housing and current funding that could be utilized for support services but is not currently prioritizing housing stability as an outcome;
- Assessment of Nevada's current inventory of supportive housing as defined by [NRS 319.610](#) with a breakdown by geographic region. This breakdown will include the identification of household incomes served and support services provided. The assessment will also include the identification of active partners developing, managing and servicing this supportive housing;
- Recommendations for the continuation of all, or some of the SHDF programs, including the identification of gap program needs and funding resources; and
- Secured additional funding from federal or private grant programs leveraged to pair with SHDF for these activities (not required).

ELIGIBLE APPLICANTS

Pursuant to regulations adopted by the Nevada Legislative Commission on September 13, 2024, in LCB File R078-24, the following entities are eligible to apply for a grant from the supportive housing grant program:

- 1) A public or private nonprofit charitable organization that is registered and in good standing with the Secretary of State;
- 2) A housing authority; or
- 3) A local government.

TIMELINE

Applications open December 2, 2024, at 8:00 AM

Applications must be submitted via email to nhdgrants@housing.nv.gov no later than 11:59 PM on December 27, 2024.

The SHDF grant period will initially be for two (2) years, with the option for annual extensions up to a maximum of five (5) years, based on the scope of work and successful achievement of the desired outcomes. The overall SHDF grant period spans from 2025 to 2029. Applicants are encouraged to propose their ideal timelines within this grant period framework.

It is anticipated that an appropriate contract for services will be drafted and provided to selected consultant(s) and the Nevada Housing Division no later than February 15, 2025. If separate consultants are awarded for the Statewide Training and Capacity and the SHDF Program Measurement and Evaluation, the contracts will include coordination of planning activities as beneficial to projects.

HOW TO APPLY

Please submit a single PDF document with all required information and attachments via email to nhdgrants@housing.nv.gov no later than 11:59 PM on December 27, 2024.

EVALUATION CRITERIA & PROCESS

Division staff will evaluate proposals and select by committee within 30 days of the submission deadline. Scoring will be based on the following metrics.

- Qualifications and experience
 - Demonstrated expertise in supportive housing program development, program evaluation and measurement, capacity-building and statewide project management. Robust understanding of supportive housing development and operations, particularly in communities with limited experience and resources for PSH pipeline development. For applicants to the Program Measurement and Evaluation Award: Extensive and demonstrated expertise in data collection and management, quality assurance processes, experience with the evaluation of statewide or regional pilot programs, expertise in gathering and analyzing housing data, inventory tracking, and an understanding of key stakeholders for a project of this breadth.
 - All proposals must demonstrate success with similar projects and the ability to provide cohort training, process and infrastructure development and organization-specific technical assistance with supportive housing developers and other stakeholders.
- Approach and data-driven strategies
 - The clarity and feasibility of the proposed approach will be key. Proposals should outline a strategic and proven approach while emphasizing flexibility, collaboration, and effective co-leadership with partners. Proposals should demonstrate a

proactive approach to evaluating processes mid-project. This could include new methods, tools, processes, or technologies that can enhance efficiency or output. The proposal should demonstrate a culture of creativity and a willingness to challenge the status quo to meet goals.

- Further, proposals should outline their approach to technical assistance and highlight successful past projects and positive outcomes. References should be included for Division staff to confirm reliability and capability.
- Implementation plan
 - Proposals should outline key project milestones and specific points for evaluation throughout the project timeline. A comprehensive timeline with well-defined deliverables is required. The timeline should clearly outline key milestones, along with task dependencies, to ensure a structured approach to project execution.
- Cost effectiveness
 - The budget should be competitive and provide the best value for the program. Budgets will be evaluated for efficiency and quality service provision within the proposed budget. Proposals leveraging additional funding to the project beyond this grant will receive bonus points, however, this is not a requirement and a lack of additional funding will not result in negative scoring.

PROPOSAL FORMAT & CONTENTS

Each submission should include the following information, clearly labeled and organized as follows:

- Applicant information:
 - Organization: Overview and applicant contact information.
 - Relevant experience: Details on past project examples, success stories and visual examples if applicable.
 - Project team: a list of all individuals involved in the scope of work. Include each team members qualifications and role in the project. Attach resumes for project team members as an appendix.
- Proposed approach and schedule:
 - Project understanding: Provide an overview of your understanding and experience with statewide capacity-building and/or program measurement and supportive housing as they relate to the key objectives of the project. Highlight any knowledge specific to Nevada and relevant experience scaling supportive housing, program measurement, and/or experience with supporting the success of pilot programs with cross-sector stakeholders through process implementation and outcomes tracking.
 - Proposed approach: Describe your proposed approach for delivering the program with a focus on how you will achieve the desired outcomes. Highlight alignment with best practices informed by data-driven strategies. Include examples of past successes in guiding organizations and local government in implementing strategies that drive successful housing initiatives.
 - Provide links or attachments to any resources, tools, technologies, and literature related to the evidence-based strategies you plan to use. These should support the increased capacity of participating supportive housing providers, Division staff, and other key stakeholders in relation to your scope of work.
 - Detailed Scope of work: Provide a scope of work that includes a timeline with key milestones, activities and task dependencies, and deliverables that align with desired outcomes. Include a summary of key roles and responsibilities shared between Division staff, the applicant, and other key stakeholders.
- Project budget and payment schedule: Provide a detailed budget along with a narrative explaining the costs associated with each component of the program. Include any

additional funding secured beyond this grant award. Additionally, submit a payment schedule linked to the successful completion of key milestones.

- Appendix: Include any attachments referenced earlier in the proposal or other relevant information to support the applicant's qualifications. This may include testimonials, case studies, awards, or other supporting documentation.

APPLICANT QUALIFICATIONS

The ideal applicant for these projects will bring a team with specialized expertise relevant to one or both project awards available, collaborative skills, and a robust understanding of Nevada's supportive housing experience and needs. Applicants should be capable of strategic project management and sophisticated processes for guiding cross-sector stakeholders through implementing best practices and complex procedures to support the success of operating quality supportive housing programs. Ideal candidates will possess a combination of skills, experience, and attributes to ensure the proposed team is well-suited to partner with the Division, awardees, and other key stakeholders in the success of this pilot project.

Statewide Capacity-Building and Training

- Extensive experience with supportive housing development, operations, evidence-based practices, partnerships and project management.
- Proven track record building statewide and/or regional capacity for supportive housing development and operations, regional and/or statewide coordination to build infrastructure for affordable housing and demonstrated success with technical assistance for supportive housing providers and state and local government.

SHDF Program Measurement and Evaluation

- Extensive experience in developing program measurement, data collection and tracking, process implementation, partnerships, and long-term project management.
- Proven track record supporting stakeholders in building capacity to develop internal and collaborative procedures for performance measurement and quality improvement.

All Applicants

- Demonstrated flexibility to adapt and tailor workplan to shifting needs of pilot programs based on experience and feedback of participants.
- Deep understanding of affordable and supportive housing, especially in regions similar in resources and experience to Nevada.
- Commitment to data-driven models and using best practices and tools to enhance outcomes for tenants and guide-decision making for housing providers.

RIGHTS TO PROPOSALS

All proposals, upon submission to the State of Nevada, shall become the State's property for its use as deemed appropriate. By submitting a proposal, the consultant covenants not to make any claim for or have any right to damages because of any misinterpretation or misunderstanding of the specification or because of any misinformation or lack of information. Nothing contained in this RFP shall create any contractual relationship between the consultant and the State of Nevada. The State accepts no financial responsibility for costs incurred by any consultant in responding to this RFP.