Action Plan

Grantee: New Hampshire

Grant: RHP-NH

Total Budget:

Status:	Rejected - Await for Modification					
Grant Number	LOCCS Authorized Amount	Grant Award Amount	Estimated PI/RL Funds	Total Budget		
B-20-RH-33-0001	\$ 0.00	\$ 1,148,000.00	\$ 0.00	\$ 1,148,000.00		
B-21-RH-33-0001	\$ 0.00	\$ 989,022.00	\$ 0.00	\$ 989,022.00		
<u>Total:</u>	\$ 0.00	\$ 2,137,022.00	\$ 0.00	<u>\$ 2,137,022.00</u>		

Funding Sources

No Funding Sources Found

Narratives

Program Summary:

The Pilot Program to Help Individuals in Recovery from a Substance Use Disorder Become Stably Housed (Recovery Housing Program) was authorized under Section 8071 of the Support for Patients and Communities (SUPPORT) Act. The Recovery Housing Program (RHP) allows states and the District of Columbia to provide stable, temporary housing to individuals in recovery from a substance use disorder. The assistance is limited, per individual, to a period of not more than two years or until the individual secures permanent housing.

New Hampshire Community Development Finance Authority (CDFA), the entity administering New Hampshire's RHP funds, utilized public feedback to inform the creation of this action plan. The need for additional recovery housing beds was identified as significant. Therefore, New Hampshire will focus on addressing this need through the RHP funding opportunity.

Resources:

FY 20 Allocation: \$1,148,000 FY 21 Allocation: \$989,022

Total planned for Administration and technical assistance \$170,961

Total planned for awards to grantees \$1,966,061

Other non-Federal resources:

The Community Development Finance Authority (CDFA) accepts applications for all its competitive grant, loan and tax credit programs including The Community Economic Development Capacity Building and Tax Credit programs both which could complement the priorities outlined in this Action Plan and provide additional funding for RHP applicants.

- The Community Economic Development Capacity Building program provides up to \$150,000 of tax credits over 2 years to support the development of capacity to advance community development projects. The program is focused on providing a one-time infusion of capital at a pivotal point in an organization's development. The goal is to strengthen organizational infrastructure, enhance partnership or develop new capacity to implement an infrastructure project. These resources could support recovery organizations or coalitions in developing capacity to advance projects with RHP resources.
- The Tax Credit Program is a competitive community and economic development investment program that awards approximately \$5 million in tax credits annually. The program aims to support organizations that are engaged in community economic development initiatives that show a high degree of community support, build partnerships and leverage other resources.

The New Hampshire Housing Finance Authority (NHHFA) and the State of New Hampshire Department of Health and Human



Services have resources to support the development of affordable housing and has had some limited resources to support recovery homes includes State of NH funds and SAMSHA funds. CDFA will work with NHHFA and the State to identify overlap in priories and be sure that projects have access to all resources that can support their project objectives. CDFA, NHHFA and the State of NH Department of Health and Human Services jointly lead the Housing and Economic Development Planning Council which writes the Consolidated and Action Plans for HUD Balance of State funding and therefore often collaborate on priorities and jointly fund projects.

CDFA and NHHFA are funding other complementary housing investments like permanent supportive housing with CDBG CV funds.

Administration Summary:

Section 8071 of the SUPPORT Act (Section 8071) required funds appropriated or made available for the Recovery Housing Program be treated as community development block grant (CDBG) funds under title I of the Housing and Community Development Act of 1974, unless otherwise provided in Section 8071 or modified by waivers and alternative requirements.

New Hampshire Community Development Finance Authority (CDFA) administers New Hampshire's balance of state CDBG program and will also be administering Recovery Housing Program funds.

NH Community Development Finance Authority
14 Dixon Avenue
Concord, NH 03301
Contact: Mollie Kaylor, Director of Housing and Community Development
603-717-9112
mkaylor@nhcdfa.org

Use of Funds - Method of Distribution:

CDFA will distribute RHP funds through competitive grants to cities, towns and counties. A non-profit agency may also apply through its municipality or county as a sub-recipient of RHP funds. Entitlement communities are eligible to apply for RHP funds. Eligible applicants may apply for up to \$250,000 per activity and up to \$500,000 per subrecipient (for two different RHP activities, could be for same property. ie. acquisition and rehabilitation) in RHP funds.

All applications are submitted online through the CDFA Grants Management System (GMS). After registration, municipalities and their representatives can access application materials and complete their applications online. CDFA will also hold application workshops that will be accessible to partners across the State. CDFA staff will provide one-on-one pre-application meetings with any potential applicants, post-application meetings with awardees and technical assistance to grantees and sub-recipients.

A RHP Application and Program Guide will provide additional details regarding the method of distribution

Use of Funds - Activities Carried Out Directly:

CDFA will not use RHP funds for activities carried out directly.

Use of Funds - Eligible Subrecipients:

Public or private non-profit entities are eligible to apply through its municipality or county as a subrecipient of RHP funds.

Use of Funds - Criteria for Evaluation:

Eligible activities: must benefit individuals in recovery from a substance use disorder and are limited to:

- Public facilities and improvements;
- Acquisition of real property;
- · Rehabilitation and reconstruction of multi-unit residential buildings;
- · Rehabilitation and reconstruction of single-unit residential buildings;
- New construction of housing.

All complete applications will be reviewed in the three step process. First the complete application must meet the threshold criteria including,

- Public hearing and other Grantee requirements, and
- Demonstration that the project will benefit individual is in recovery from substance use disorder.

If the threshold criteria are met, then Grantees and sub recipients will be evaluated for,

- Capacity assessment including a financial underwriting which will establish the financial need for assistance, and
- Their ability to carry out the activities and the to deliver assistance in a timely manner.

Finally, CDFA staff will rank all complete applications in accordance with the criteria contained in this section. The scoring criteria was developed based on significant public input as part of the outreach to develop this RHP Action Plan as described in the other sections of this Plan, including:

• The scoring criteria – Statewide Recovery Needs - is designed to prioritize the highest need areas including for new recovery housing units. This priority was established by reviewing data on need and the current availability of housing and



with public input.

• The scoring criteria – Geography - is designed to prioritize funding in areas of the State which currently have the least number of recovery residences.

Applications will be evaluated and awarded points according to the factors outlined below and those with the highest score will be recommended for funding until the funding is expended.

Application Scoring

Maximum Score

Statewide Recovery Needs

40

High priority activities (Acquisition or New Construction, new recovery units)

40

Medium priority activities (Rehabilitation of recovery units, Acquisition or Construction of new public facilities where recovery services are provided)

25

Low priority activities (Rehabilitation of existing public facilities where recovery services are provided)

10

Geography

30

Points for activities that are new to the service area

Population served

25

Points for activities that service populations that are not currently being served in the service area

Community Supports

25

Up to 5 points for demonstration of partnership with the following critical services (recovery services/ housing services, transportation, job placement and support, childcare, social connectivity)

Project Specific Needs

50

Need and Impact

40

Long-term benefit

10

Capacity

30

Readiness for implementation

20

Leverage/match

5

NHCORR Certification

5

Maximum TOTAL Score

200

Definitions - Individual in Recovery:

Individual in Recovery: As defined by SAMSHA, an individual in the process of change through which they improve their health and wellness, live self-directed lives, and strive to reach their full potential.

Definitions - Substance Use Disorder:

Substance Use Disorder: As defined by SAMSHA, Substance use disorders occur when the recurrent use of alcohol and/or drugs causes clinically significant impairment, including health problems, disability, and failure to meet major responsibilities at work, school, or home.



Anticipated Outcomes:

Outcomes: Grants will be issued on a competitive basis and the estimated number and type of beneficiaries is not known until applications are approved.

The funds are likely to create or improve 24 housing units for people in recovery with the acquisition of real property and the rehabilitation of existing units. If public facilities are proposed each public facility project would likely reduce the housing units by 6 and provide services for 200 beneficiaries.

The contract with Grantees will require that Grantees report the number of individuals assisted in RHP activities, and the number individuals able to transition to permanent housing through RHP-assisted temporary housing. It will also ask Grantees should consider other outcome measures and are encouraged to engage with researchers to better understand other measurable impacts of RHP funding.

Expenditure Plan:

Expenditure: CDFA will comply with all RHP guidelines and expend at least 30% of the funds within year one as required. We anticipate spending 100% of the RHP funds within the period of performance.

To accomplish the expenditure plan CDFA will prioritize funding to applicants that demonstrate capacity and readiness to implement the proposed project. Through the public hearing process CDFA has learned that recovery housing program sub recipients may have less capacity than other housing developers and need additional technical assistance. CDFA has planned for this additional need by hiring a technical assistance provider to complement CDFA's direct technical assistance. CDFA's direct technical assistance includes working with potential applicants and applicants to:

- · Provide written guidance and workshops,
- understand their project,
- · align that project with different types of CDFA funding and financing,
- · navigate CDFA's application and review process, and
- · connect with other potential funding sources.

CDFA has a history of successfully expending CDBG resources using these application criteria and providing technical assistance during the application and implementation phases of the project. CDFA will expend no more than 5% of the RHP grant on administrative costs and will track and review time and expenditures on at least a monthly basis.

Citizen Participation Summary:

The citizen participation process for this plan includes focus groups with partners within the recovery housing community to receive input about how these funds are best spent to meet the needs of the state. CDFA maintains an extensive network of partner agencies and community representatives across the state which are heavily involved in responding to the substance abuse crisis and response. CDFA's CDBG staff have significant experience administering CDBG projects. These two factors put CDFA in a strong position to engage with partners on how to utilize the SUPPORT's funding in our state and communities. To that end CDFA has requested input from our partners who are eager to utilize the funding. Specifically, CDFA partnered with Housing

Action NH and the New Hampshire Coalition for Recovery Residences (NHCORR) provided platforms for informational sessions, references to successful models, and surveying of needs. Platforms to include biweekly housing zooms, Housing Action NH and NHCORR websites and e- newsletters, in-person meetings, outreach to other key groups such as the Workforce Housing Council; the Housing We Need initiative; the Council on Housing Stability; Shelter Adaptation Leadership Team; Recovery Friendly Workplace; Drug Court; Doorways; recovery housing operators and potential recovery housing operators.

CDFA used the feedback from partners to develop this Action Plan and adhered to New Hampshire's Citizen

Participation Plan (attached) . Public comments were accepted during a 30-day period and a public hearing was held on December 20, 2021 at 10:00 am. 5 individuals and 3 CDFA staff participated in the hearing. Public comments were received (see attached minutes). Comments included the suggestion to prioritize new beds through acquisition, construction and start-up costs, and to prioritize geographic delivery of resources in parts of the state where beds are most needed. It was also suggested that NHCORR certification be a requirement for receiving RHP funding. While NHCORR certification is not an eligibly requirement, the scoring criteria was amended from the draft plan in response to feedback to award points for houses who are certified or who are seeking to become certified. Creating new beds and geographic prioritization are included in the scoring criteria in the action plan. It was also suggested that maximum award amounts not exceed \$250,000

to allow greater number of projects to be funded. No one activity will be eligible for an award greater than \$250,000. Also, several attendees suggested that for-profit recovery houses be eligible to utilize funding. Four emails/letters of written comments were received during the 30-day comment period, including two letters from organizations that also attended the public hearing and shared their comments. CDFA is committed to continue to identify additional methods of distribution while the pilot project is underway, including potentially developing a way to make funding available to for-profit entities. CDFA will work with partners to build the capacity that would be needed to do this.

Partner Coordination:

CDFA has worked with multiple partners, including New Hampshire Housing Finance Authority, Department of Health and Human Services, Housing Action New Hampshire, New Hampshire Coalition of Recovery Residencesto solicit feedback regarding recovery housing needs in the state. CDFA will continue to work with these partners and others as the program progresses to assist with outreach and to obtain feedback regarding the program.



Subrecipient Management and Monitoring:

It is the policy of the CDFA to conduct desk and on-site monitoring for each grant based on the risk. Because all documentation and correspondence is contained electronically on the Grants Management System it is possible to monitor projects in real time as opposed to waiting until a site visit to conduct the full monitoring

Pre-Award/Pre-Agreement Costs:

In any project assisted in whole or in part with RHP funds, costs incurred after a grant award has been made but prior to execution of a grant contract are not eligible for reimbursement unless there are provisions in the grant contract allowing for payment of specific pre-agreement costs. The activities must also be eligible and undertaken in accordance with the requirements of the RHP program/future contract requirements and the federal environmental review

If pre-agreement costs are to be requested, the applicant must provide a letter with the application, requesting pre-agreement costs that clearly explains and identifies:

rules at 24 CFR Part 58. Consult with CDFA staff during project development on preagreement cost activities.

- 1. The amount of funds needed, by budget line item;
- 2. An explanation as to why pre-agreement costs are necessary for the completion of the project;
- 3. The timeline in which the funds will be expended; and
- 4. Documentation the federal environmental review rules at 24 CFR Part 58 have been met.

Costs incurred prior to award of the grant to a municipality are generally not eligible for reimbursement in any project assisted in whole or in part with RHP funds. Exceptions can be made for the following activities, in accordance with the above approval:

- a. Environmental reviews
- b. Income Surveys
- c. Grant Writing
- d. Legal Services
- e. Noticing related to relocation and/or acquisition activities;
- f. Any other activities deemed as a reasonable cost by the authority (waiver required)

The application must describe the pre-agreement costs within the project description and show the costs in the project budget.

Project Summary

Project #	Project Title	Grantee Activity #	Activity Title	Grantee Program
9999	Restricted Balance	No activities in ti	his project	
RHP-CDFA-Acq	RHP Acquisition of Real Property	RHP-CDFA-Acq	Acquisition of Real Property	
RHP-CDFA-	RHP Administration	RHP-CDFA-Admin	RHP Administration	
RHP-CDFA-	RHP New Construction of Housing	RHP-CDFA-NewCon	New Construction of Housing	
RHP-CDFA-PF	RHP Public Facilities &	RHP-CDFA-PF	Public facilities and improvements	
RHP-CDFA-	RHP Rehabilitation and	RHP-CDFA-RehabMulti	Rehabilitation and Reconstruction of Multi-Unit Residential	
RHP-CDFA-	RHP Rehabilitation and	RHP-CDFA-RehabSing	Rehabilitation and Reconstruction of Single-Unit Residential	
RHP-CDFA-TA	RHP Technical Assistance	RHP-CDFA-TA	Technical Assistance	



Activities

Project # / RHP-CDFA-Acq / RHP Acquisition of Real Property

Grantee Activity Number: RHP-CDFA-Acq

Activity Title: Acquisition of Real Property

Activity Type: Activity Status:

RHP - Acquisition of Real Property Planned

Project Number: Project Title:

RHP-CDFA-Acq RHP Acquisition of Real Property

01/01/2023 06/30/2024

Project Draw Block by HUD: Project Draw Block Date by HUD:

Projected End Date:

Not Blocked

Activity Draw Block by HUD: Activity Draw Block Date by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

Projected Start Date:

LMC: Low Mod Limited Clientele

Total Budget:

Grant Number Total Budget Most Impacted and Distressed Budget

B-20-RH-33-0001 \$ 244,344.00 \$ 0.00 B-21-RH-33-0001 \$ 244,343.00 \$ 0.00

<u>Total:</u> **\$ 488,687.00 \$ 0.00**

Other Funds: \$ 0.00

Total: \$ 488,687.00

Benefit Report Type:

NΑ

Proposed Accomplishments

Facility or Group Home

Increased residential capacity as # of beds

of persons that transitioned to permanent housing

6

Total



Responsible Organization

Community Development Finance Authority

State Agency

\$ 488,687.00

Location Description:

Activity Description:

Environmental Assessment:

Acquisition of Real Property

Environmental Reviews: None

Activity Attributes: None

Activity Supporting Documents: None

Project # / RHP-CDFA-Admin / RHP Administration



Grantee Activity Number: RHP-CDFA-Admin
Activity Title: RHP Administration

Activity Type: Activity Status:

Administration Planned

Project Number:Project Title:RHP-CDFA-AdminRHP Administration

Projected Start Date: Projected End Date:

01/01/2023 06/30/2024

Project Draw Block by HUD: Project Draw Block Date by HUD:

Not Blocked

Activity Draw Block by HUD: Activity Draw Block Date by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LMC: Low Mod Limited Clientele

Total Budget:

Grant Number Total Budget Most Impacted and Distressed Budget

B-20-RH-33-0001 \$ 57,400.00 \$ 0.00

B-21-RH-33-0001 \$ 49,451.00 \$ 0.00

Total: \$ 106,851.00 \$ 0.00

Other Funds: \$ 0.00

Total: \$ 106,851.00

Benefit Report Type:

ΝΔ

Proposed budgets for organizations carrying out Activity:

Responsible Organization Organization Type Proposed Budget

Community Development Finance Authority State Agency \$ 106,851.00



Location Description	n:				
Activity Description RHP Administration	:				
Environmental Assessment:					
Environmental Reviews	: None				
Activity Attributes:	None				
Activity Supporting Doo	cuments: None				
Project # /	RHP-CDFA-NewCon / RHP New Construction of Housing				

Grantee Activity Number: RHP-CDFA-NewCon

Activity Title: New Construction of Housing

Activity Type: Activity Status:

RHP - New Housing Construction Planned

Project Number: Project Title:

RHP-CDFA-NewCon RHP New Construction of Housing

Projected Start Date: Projected End Date:

01/01/2023 06/30/2024

Project Draw Block by HUD: Project Draw Block Date by HUD:

Not Blocked

Activity Draw Block by HUD: Activity Draw Block Date by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LMC: Low Mod Limited Clientele

Total Budget:

Grant Number Total Budget Most Impacted and Distressed Budget

B-20-RH-33-0001 \$ 198,128.00 \$ 0.00 B-21-RH-33-0001 \$ 51,872.00 \$ 0.00

Total: **\$ 250,000.00 \$ 0.00**

Other Funds: \$ 0.00

Total: \$ 250,000.00

Benefit Report Type:

NΑ

Proposed Accomplishments

Facility or Group Home

Increased residential capacity as # of beds

of persons that transitioned to permanent housing

of persons with additional disability

Total



Responsible Organization Organization Type Proposed Budget

Community Development Finance Authority State Agency \$250,000.00

Location Description:

Activity Description:

New Construction of Housing

Environmental Assessment:

Environmental Reviews: None

Activity Attributes: None

Activity Supporting Documents: None

Project # / RHP-CDFA-PF / RHP Public Facilities & Improvements



Grantee Activity Number: RHP-CDFA-PF

Activity Title: Public facilities and improvements

Activity Type: Activity Status:

RHP - Public Facilities and Improvements Planned

Project Number: Project Title:

RHP-CDFA-PF RHP Public Facilities & Improvements

Projected Start Date: Projected End Date:

01/01/2023 06/30/2024

Project Draw Block by HUD: Project Draw Block Date by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Activity Draw Block Date by HUD:

Block Drawdown By Grantee:Not Blocked

National Objective:

LMC: Low Mod Limited Clientele

Total Budget:

Grant Number Total Budget Most Impacted and Distressed Budget

B-20-RH-33-0001 \$ 125,000.00 \$ 0.00 B-21-RH-33-0001 \$ 125,000.00 \$ 0.00

<u>Total:</u> **\$ 250,000.00 \$ 0.00**

Other Funds: \$ 0.00

Total: \$ 250,000.00

Benefit Report Type:

NΑ

Proposed Accomplishments

Facility or Group Home

Increased residential capacity as # of beds

of persons that transitioned to permanent housing

of persons with additional disability

Total



Responsible Organization Organization Type

Community Development Finance Authority State Agency \$ 250,000.00

Location Description:

Activity Description:

RHP public facilities and improvements

Environmental Assessment:

Environmental Reviews: None

Activity Attributes: None

Activity Supporting Documents: None

Project #/

RHP-CDFA-RehabMult / RHP Rehabilitation and



Proposed Budget

Grantee Activity Number: RHP-CDFA-RehabMulti

Activity Title: Rehabilitation and Reconstruction of

Multi-Unit Residential

Activity Type:

RHP - Rehab. and Reconstruction of Multi-Unit Residential

Project Number:

RHP-CDFA-RehabMult

Projected Start Date:

01/01/2023

Project Draw Block by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LMC: Low Mod Limited Clientele

Activity Status:

Planned

Project Title:

RHP Rehabilitation and Reconstruction of

Projected End Date:

06/30/2024

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget:

Grant Number Total Budget Most Impacted and Distressed Budget

B-20-RH-33-0001 \$ 244,344.00 \$ 0.00
B-21-RH-33-0001 \$ 244,343.00 \$ 0.00

Total: \$ 488,687.00 \$ 0.00

Other Funds: \$ 0.00

Total: \$ 488,687.00

Benefit Report Type:

NA

Proposed Accomplishments

Facility or Group Home

Increased residential capacity as # of beds

of persons that transitioned to permanent housing

of persons with additional disability

Total



Responsible Organization

Organization Type

Proposed Budget

Community Development Finance Authority

State Agency

\$ 488,687.00

Location Description:

Activity Description:

Rehabilitation and reconstruction of multi-unit residential buildings

Environmental Assessment:

Environmental Reviews: None

Activity Attributes: None

Activity Supporting Documents: None

Project #/

RHP-CDFA-RehabSing / RHP Rehabilitation and



Grantee Activity Number: RHP-CDFA-RehabSing

Activity Title: Rehabilitation and Reconstruction of

Single-Unit Residential

Activity Type:

RHP - Rehab. and Reconstruction of Single-Unit Residential

Project Number:

RHP-CDFA-RehabSing

Projected Start Date:

01/01/2023

Project Draw Block by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LMC: Low Mod Limited Clientele

Activity Status:

Planned

Project Title:

RHP Rehabilitation and Reconstruction of

Projected End Date:

06/30/2024

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget:

Grant Number Total Budget Most Impacted and Distressed Budget

B-20-RH-33-0001 \$ 244,344.00 \$ 0.00
B-21-RH-33-0001 \$ 244,343.00 \$ 0.00

Total: \$ 488,687.00 \$ 0.00

Other Funds: \$ 0.00

Total: \$ 488,687.00

Benefit Report Type:

NA

Proposed Accomplishments

Facility or Group Home

Increased residential capacity as # of beds

of persons that transitioned to permanent housing

of persons with additional disability

Total



Responsible OrganizationOrganization TypeProposed BudgetCommunity Development Finance AuthorityState Agency\$ 488,687.00

Location Description:

Activity Description:

¿Rehabilitation and reconstruction of single-unit residential building

Environmental Assessment:

Environmental Reviews: None

Activity Attributes: None

Activity Supporting Documents: None

Project #/ RHP-CDFA-TA / RHP Technical Assistance



Grantee Activity Number: RHP-CDFA-TA

Activity Title: Technical Assistance

Activity Type: Activity Status:

RHP - Technical Assistance Planned

Project Number: Project Title:

RHP-CDFA-TA RHP Technical Assistance

Projected Start Date: Projected End Date:

01/01/2023 06/30/2024

Project Draw Block by HUD: Project Draw Block Date by HUD:

Not Blocked

Activity Draw Block by HUD: Activity Draw Block Date by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective: LMC: Low Mod Limited Clientele

Total Budget:

Grant Number Total Budget Most Impacted and Distressed Budget

B-20-RH-33-0001 \$ 34,440.00 \$ 0.00 B-21-RH-33-0001 \$ 29,670.00 \$ 0.00

<u>Total:</u> **\$ 64,110.00 \$ 0.00**

Other Funds: \$ 0.00

Total: \$ 64,110.00

Benefit Report Type:

ΝΔ

Proposed budgets for organizations carrying out Activity:

Responsible Organization Organization Type Proposed Budget

Community Development Finance Authority State Agency \$64,110.00



Location Description:				
Activity Description: RHP Technical Assistance				
Environmental Assessment:				
Environmental Reviews:	None			
Activity Attributes:	None			
Activity Supporting Documents	:	None		

Action Plan History

No History Found

