



REQUEST FOR PROPOSALS

TECHNICAL ASSISTANCE PROGRAM (TAP)

Background: The return of the private market to many of the neighborhoods where Community Development Corporations (CDCs) are operating coupled with the increasing complexity of development projects has resulted in CDCs being faced with multiple opportunities to partner with others in order to effectively do their work. However, newly interested private developers come with little, if any, community-oriented connections or priorities, yet at times the development needs often present sophisticated challenges that benefit from such partnerships.

CDCs have been pursuing partnerships with increasing frequency, and while these partnerships yield tangible and important benefits, creating them and managing them entails very real costs. LISC has created the Technical Assistance Program (TAP) to address some of these costs and provide added incentive to engage in partnerships.

The purpose of TAP is to encourage and support partnerships between/among CDCs and/or real estate consultants broadly defined. TAP will be used to support partnerships where the CDC has a defined, substantive role that positions the CDC to have considerable influence in the development process and to share in the financial risks/rewards of the project. The program is intended to support new as well as existing partnerships. Finally, TAP is focused on supporting development partnerships, particularly those partnerships that will result in larger scale, high impact development projects and/or the production of new or improved commercial space.

TAP provides small grants on a competitive basis to CDCs to help them partner with and secure commercial real estate expertise for early-stage commercial development activities. The goal is to help neighborhoods retain and attract the services and development partnerships necessary to expedite projects and move them through development stages. It will help identify and further establish partnerships with experienced developers and consultants who are interested in commercial real estate in urban areas by providing seed funds to help encourage these relationships.

Funds

Available: A total of \$75,000 is available for 2005. Grants typically range from \$5,000 to \$10,000.

Eligible

Uses of Funds: The grants will be used to help CDCs and neighborhoods acquire the development assistance they require on a project (since each project is individually unique and complex, requiring various types of services) and secondly, to help facilitate partnerships for co-development. Eligible costs include:

- (1) Consulting and/or legal costs associated with the partnership.
- (2) Real Estate Consultant, Brokerage Firm or Developer—to assess feasibility, estimate costs, create a pro forma, secure financing, locate or identify potential tenants, provide project oversight and guidance, etc.
- (3) Architectural Firm—to complete preliminary drawings and design plans for the site. The architect can also provide early-stage development costs.
- (4) Selected other predevelopment costs.

Eligible

Applicants: A CDC must be the lead applicant for TAP support. The prospective development project to be undertaken by the partnership must be identified and be in at least the early stages of predevelopment.

Size of

Grants: Grants will be no larger than \$10,000 and will depend upon scope/scale of the undertaking. TAP grants will be structured as one-time awards.

Selection

Process: LISC staff will review the proposals and complete any needed due diligence.

Selection

Criteria: The following criteria will be used by LISC to evaluate the proposals and make selections:

Readiness: Extent to which the partnership and project are feasible and can achieve the anticipated results in a timely fashion.

Capacity: Demonstrated experience/track record of the partners to manage the partnership and complete the proposed project.

Role of the CDC: Extent to which the CDC plays a substantive role in the development partnership.

Value of the Partnership: Extent to which the partnership brings value to the CDC and the neighborhood, in terms of implementation capacity and/or other projected outcomes of the partnership.

Scale/Impact of the Project: Importance and impact of the proposed development project to the neighborhood in which it is located.

Need: Extent to which the proposed funding from TAP adds value to the formation and/or sustenance of the partnership.

Priority: Priority will be given to projects along the five commercial corridors of the FOCUS Initiative.

**Proposal
Format:**

Applicants should submit a written proposal (no more than 3 pages) to LISC that includes a concise description of the following topics:

- **Nature and history of the partnership** including respective roles of the partners, the value each entity brings to the partnership, and the experience/qualifications of the respective partners.
- **Expected outcome(s)** of the partnership including a description of the development project to be undertaken by the partners.
- **Value of the partnership**, including an explanation of how the partnership will yield a better result than either entity could achieve working by itself.
- **Strategic importance** of the development project to the neighborhood in which it is located.
- **Projected plans and timeframe** including key milestones related to the formation of the partnership and the completion of the project.
- **Amount Requested and Proposed use of TAP dollars** including a proposed budget and an explanation of why the funds are needed/important to the partnership.
- **Note:** LISC reserves the right to require multiple bids and the program strongly encourages engagement of Minority-Owned Business Enterprises.

Deadlines: First come first serve

LISC Contacts: Contact Will Pritchard (396-0588, ext. 16 or wpritchard@lisc.org) if you have any questions about the RFP or to submit a request.