

CAREtoTALK:

BHCIP and CCE Program Joint RFA

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Agenda

- BHCIP and CCE Joint RFA
 - State Priorities
 - Pre-Application Consultation Process
 - Timeline of Events
- Application Process
 - Lendistry Portal
 - Forms and Format
 - Best Practices
 - Accepted Document Types
 - Application Sections
- Partnerships & Service Use Restrictions
- Set-asides and Match

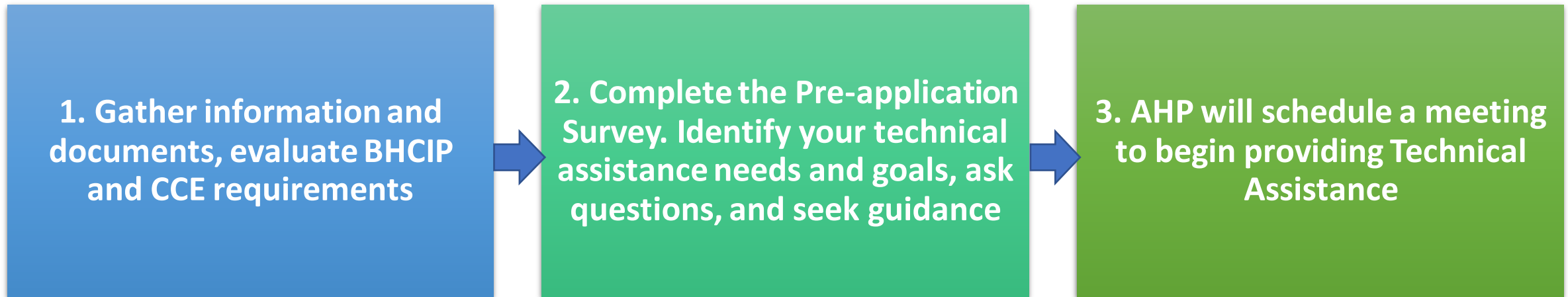
Joint RFA *State Priorities*

- Invest in behavioral health and community care options that advance racial equity
- Seek geographic equity of behavioral health and community care options
- Address urgent gaps in the care continuum for people with behavioral health conditions, including seniors, adults with disabilities, and children and youth
- Increase options across the life span that serve as an alternative to incarceration, hospitalization, homelessness, and institutionalization
- Meet the needs of vulnerable populations with the greatest barriers to access, including people experiencing homelessness and justice involvement
- Ensure care can be provided in the least restrictive settings to support community integration, choice, and autonomy
- Leverage county and Medi-Cal investments to support ongoing sustainability
- Leverage the historic state investments in housing and homelessness



Joint RFA

Pre-Application Consultation Process



- Technical Assistance will vary by project type, funding choice, and the areas you request assistance and guidance on
- Typical response time varies, but AHP will review applications daily and do their best to reach out to applicants as soon as possible
- An AHP implementation specialist works with applicants to connect them with subject matter experts in real estate, financing, and programmatic best practices serving the prioritized or target population

BHCIP and CCE

Timeline of Events

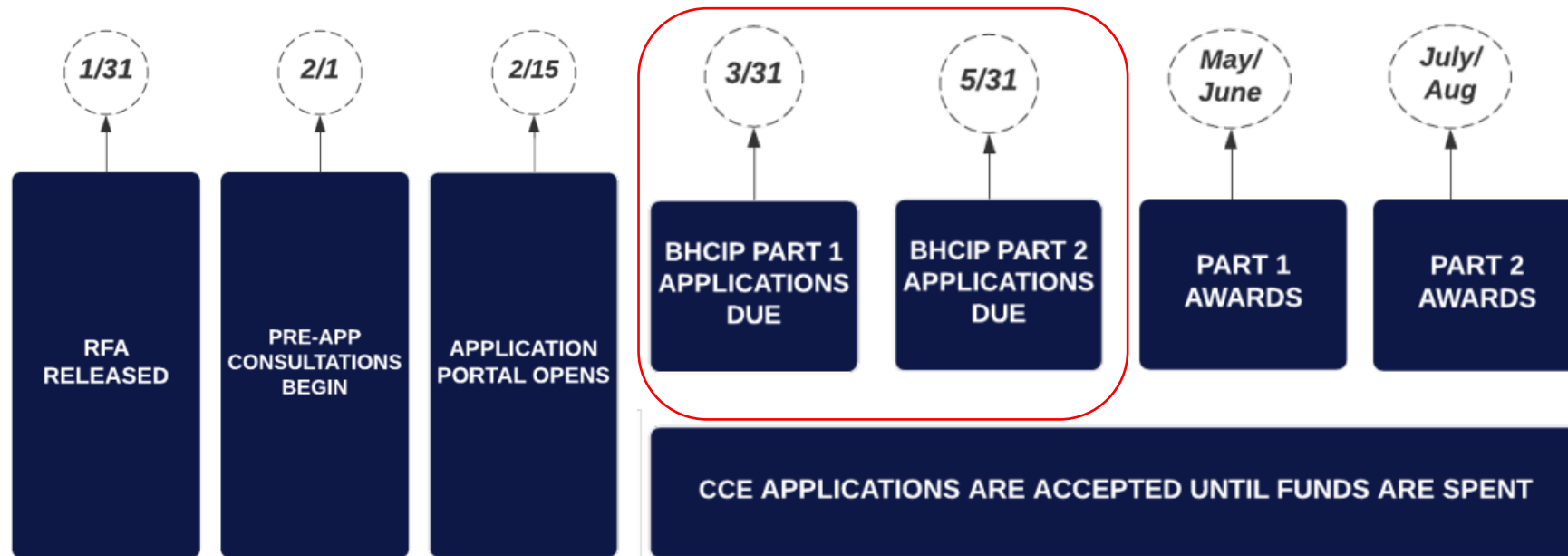
BHCIP

Launch Ready

Proposed BHCIP Launch Ready projects need to expand community capacity for serving the behavioral health (mental health MH) and substance use disorder [SUD] population and must make a commitment to serve Medi-Cal beneficiaries.

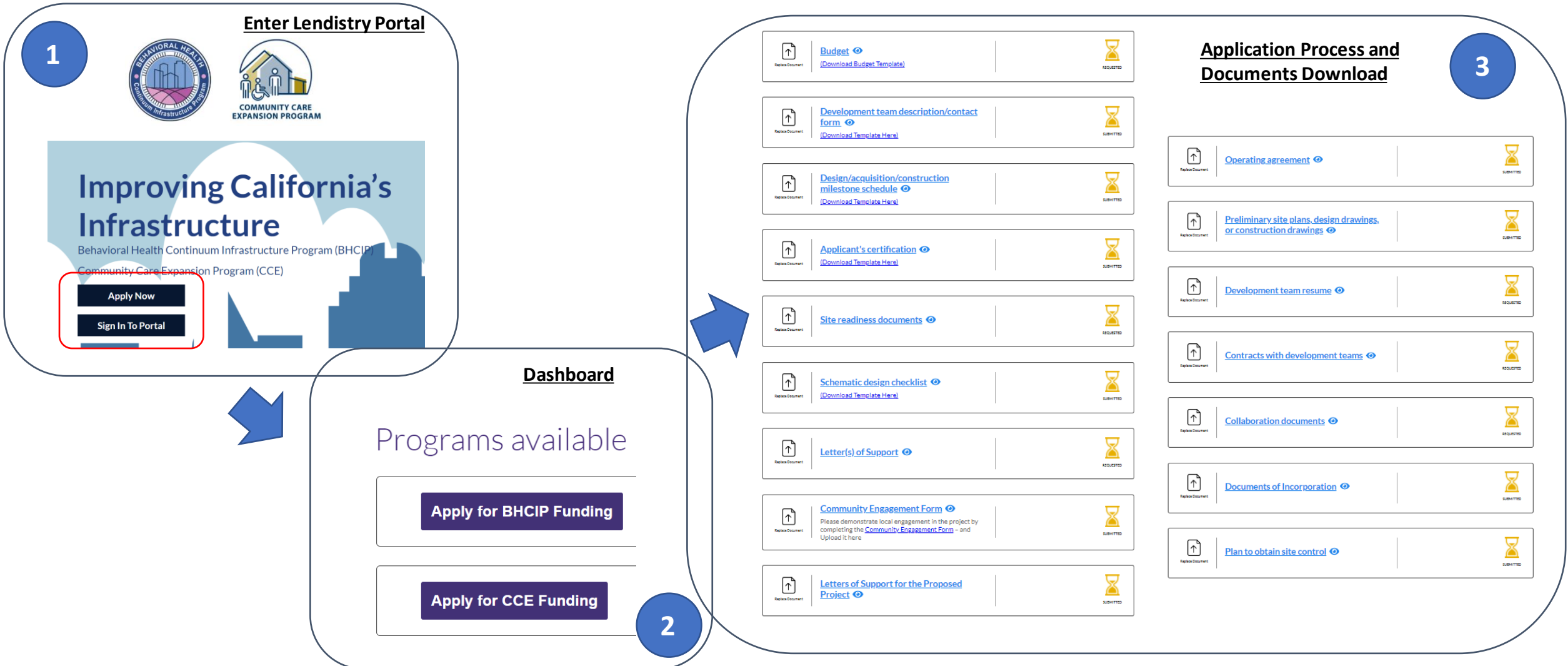
CCE

Projects must expand capacity in residential care settings that serve seniors and adults with disabilities who require long-term care supports, with priority for people experiencing or at risk of homelessness who are applicants or recipients of Supplemental Security Income/State Supplementary Payment (SSI/SSP) or Cash Assistance Program for Immigrants (CAPI) benefits.



Application Process

Lendistry Portal



Application Process

Forms and Format & Best Practices

Best Practices

- 1. Use Google Chrome**
 1. Clear your Cache
 2. Open Incognito Mode
 3. Disable Pop-Up Blocker
- 2. Prepare Your Documents**
 1. **USE LENDISTRY FORMATTED TEMPLATES**
 2. Submit files in PDF or Excel
- 3. Use Valid Email Address**
- 4. Stay Organized**
 1. Develop specified folders for documents
 2. Make sure to label your documents accurately

Document Attachments

Form 1
Budget Template

Form 5
Development Team
Description/Contact Form

Form 3
Schematic Design Checklist

Form 6
Community Engagement
Form

Form 4
Design/Acquisition/
Construction Milestone
Schedule

Form 7
Applicants Certification

Application Process

Application Sections

Section 1: Tell us about your site for BHCIP

Section 2: Tell us about your Organization

Section 3: Lead Authorized Representative

- Project Director

Section 4: Project Info

Section 5: Site Readiness

Section 6: Upload Documents

Section 7: Bank Info

Section 8: ID Verification

Section 9: Tech Assistance

Section 10: Apply

Application Process Forms and Format



FORM 1 – Budget Template

BHCIP GRANT BUDGET INFORMATION				
<i>Project Development Costs by Phase (No Pre-Development)</i>				
	Funded by Grant	Funded by Match	Total Costs	Notes
FEASIBILITY/DUE DILIGENCE				
Owner Administration (10% autofill)	\$0		\$0	
Legal			\$0	
Architect			\$0	
Consultants (Specify)			\$0	
Engineers			\$0	
Construction Manager/Owner's Rep			\$0	
SIR (Site Investigation Report)			\$0	
Site Surveys (soils & enviro)			\$0	
Other Feasibility / Due Diligence Costs			\$0	
Other Feasibility / Due Diligence Costs			\$0	
Contingency (10% autofill)	\$0		\$0	
Total Feasibility Costs	\$0	\$0	\$0	
DEVELOPMENT PLANNING				
Owner Administration (10% autofill)	\$0		\$0	
Legal			\$0	
Architect (DD and CD's)			\$0	
Construction Manager/Owner's Rep			\$0	
Civil Engineer			\$0	
MEP Engineer			\$0	
Structural Engineer			\$0	
Consultants (Specify)			\$0	
Consultants (Specify)			\$0	
Consultants (Specify)			\$0	
Other Dev Planning Costs (Specify)			\$0	
Other Dev Planning Costs (Specify)			\$0	
Other Dev Planning Costs (Specify)			\$0	
Contingency (20% autofill)	\$0		\$0	
Total Development Planning Costs	\$0	\$0	\$0	

RESERVES				
Operating Reserves (Rehabilitation)			\$0	
Transition Reserves (Move-in)			\$0	
Total Reserves Amount	\$0	\$0	\$0	
OTHER PROJECT COSTS				
Post Construction Commissioning			\$0	
Marketing/PR/Communications			\$0	
Move-In fees			\$0	
Accounting/Reimbursable			\$0	
Other Costs: (Specify)			\$0	
Other Costs: (Specify)			\$0	
Other Costs: (Specify)			\$0	
Other Costs: (Specify)			\$0	
Owner's Contingency (10% autofill)	\$0		\$0	
Total Other Project Costs	\$0	\$0	\$0	
DEVELOPER COSTS				
Developer Overhead			\$0	
Consultants/Processing Agents			\$0	
Project Administration			\$0	
Other Developer Costs: (Specify)			\$0	
Total Developer Costs	\$0	\$0	\$0	
Developer Fee (5%)			\$0	<i>Excludes Contingency \$</i>
TOTAL PROJECT COSTS	\$0	\$0	\$0	<i>TOTAL includes Developer Fee and Match Amount</i>

	\$	% of Total	
Match \$ Amount & % of Total Costs	\$0	#DIV/0!	<i>Excludes Contingency & Developer Fee</i>
Total Contingency	\$0	#DIV/0!	<i>% of Total Project Cost, excludes Developer Fee</i>
Total Reserves	\$0	#DIV/0!	<i>% of Total Project Cost, excludes Developer Fee</i>
Total Administration	\$0	#DIV/0!	<i>% of Total Project Cost, excludes Developer Fee</i>

Application Process Forms and Format

FORM 1 – Budget Template Filled Out

Applicant Instructions:				
Please review the Budget Narrative and Glossary of Terms for any clarifications.				
Please fill in yellow highlighted cells with as much accurate detail as possible. This budget is the basis of your funding.				
Please seek & include professional development team estimates & actual bids with as much accurate detail as possible.				
Please include prevailing wage labor costs for all relevant trades.				
CCE APPLICANT INFORMATION				
Applicant Name and Contact Information	Rosa Hinojosa, Rhoos@CCEcenterCA.org, 415-243-XXXX			
County or Tribal Nation	Santa Clara County			
Organization Name	CCE Center CA			
Name of Proposed Project	New CCE Center			
Project Start Date	6/1/2022			
Contact Name, Email & Phone	Rosa Hinojosa, Rhoos@CCEcenterCA.org, 415-243-XXXX			
Assessor Parcel Number (APN)	000-000-00			
Assessor Parcel Number (APN)	000-000-00			
CCE GRANT FILL BUDGET INFORMATION				
Project Development Costs by Phase				
	Funded by Grant	Funded by Match	Total Costs	Notes
IMMEDIATELY DEDUCTIBLE				
Owner Administration (20% available)	\$4,800	\$4,800	\$9,600	
Legal	\$7,500	\$7,500	\$15,000	Plan fee
Architect	\$8,000	\$8,000	\$16,000	Plan fee
Consultants (Specify)	\$4,000	\$4,000	\$8,000	Site utility consultants - fee fee
Engineers	\$7,400	\$7,400	\$14,800	Civil-fee fee
Construction Manager/Owner's Rep	\$7,800	\$7,800	\$15,600	
EM (Site Investigation - Region)	\$2,400	\$2,400	\$4,800	Customer coordinate
Site Survey (Soils & water)	\$8,400	\$8,400	\$16,800	Soils testing and phase 1 review
Other Feasibility (Due Diligence Costs)	\$3,000	\$3,000	\$6,000	20% location search success fee
Other Feasibility (Due Diligence Costs)	\$3,400	\$3,400	\$6,800	business plan options
Contingency (20% available)	\$5,000	\$5,000	\$10,000	
Total Feasibility Costs	\$58,000	\$0	\$58,000	
PRE-DEVELOPMENT - (CCE ONLY)				
Owner Administration (20% available)	\$9,600	\$9,600	\$19,200	
Legal	\$25,000	\$25,000	\$50,000	
Architect (Materials Design)	\$25,000	\$25,000	\$50,000	
Construction Manager/Owner's Rep	\$28,000	\$28,000	\$56,000	
Civil Engineering	\$30,000	\$30,000	\$60,000	
EMF Engineers	\$12,000	\$12,000	\$24,000	
Consultants (Specify)	\$8,000	\$8,000	\$16,000	Public Relations consultant
Consultants (Specify)	\$5,000	\$5,000	\$10,000	landscape architect
Other Pre-Dev Costs (Specify)	\$8,000	\$8,000	\$16,000	Green Building Consultant
Other Pre-Dev Costs (Specify)	\$4,800	\$4,800	\$9,600	Interior Design Consultant
Other Pre-Dev Costs (Specify)	\$0	\$0	\$0	
Contingency (20% available)	\$21,210	\$21,210	\$42,420	
Total Pre-Development Costs	\$128,000	\$0	\$128,000	
DEVELOPMENT PLANNING				
Owner Administration (20% available)	\$4,800	\$4,800	\$9,600	
Legal	\$85,000	\$85,000	\$170,000	
Architect (SD and CD)	\$188,000	\$188,000	\$376,000	
Construction Manager/Owner's Rep	\$45,000	\$45,000	\$90,000	
Civil Engineer	\$40,000	\$40,000	\$80,000	
EMF Engineers	\$78,000	\$78,000	\$156,000	
Structural Engineer	\$25,000	\$25,000	\$50,000	
Consultants (Specify)	\$20,000	\$20,000	\$40,000	Site utility consultant - fee fee
Consultants (Specify)	\$28,000	\$28,000	\$56,000	Public Relations consultant
Architects (Specify)	\$20,000	\$20,000	\$40,000	Interior Design Consultant
Other Dev Planning Costs (Specify)	\$8,000	\$8,000	\$16,000	landscape architect
Other Dev Planning Costs (Specify)	\$7,800	\$7,800	\$15,600	Green Building Consultant
Other Dev Planning Costs (Specify)	\$12,000	\$12,000	\$24,000	Interior Design Consultant
Contingency (20% available)	\$11,980	\$11,980	\$23,960	
Total Development Planning Costs	\$683,760	\$0	\$683,760	

LAND COSTS/ACQUISITION				
Owner Administration (20% available)	\$48,800	\$48,800	\$97,600	
Land Cost or Value	\$1,000,000	\$4,000,000	\$5,000,000	County donates 50% of adjacent land
Demolition	\$200,000	\$200,000	\$400,000	
Lease	\$100,000	\$100,000	\$200,000	
Broker Fee	\$40,000	\$40,000	\$80,000	
Appraisal Fee	\$6,500	\$6,500	\$13,000	
Construction Manager	\$3,000	\$3,000	\$6,000	
Clacking Costs	\$48,000	\$48,000	\$96,000	
Land Lease Rent/Right of Way	\$0	\$0	\$0	
Other Acquisition Costs (Specify)	\$0	\$0	\$0	
Contingency (20% available)	\$128,870	\$128,870	\$257,740	
Total Land Costs	\$1,516,960	\$6,000,000	\$7,517,000	
Existing Improvements Value (for Match)	\$1,000,000	\$1,000,000	\$2,000,000	Value of existing building on County land
Off-site Improvements	\$65,000	\$65,000	\$130,000	relocate bus stop and design new driveway
Total Acquisition Costs	\$2,578,960	\$7,000,000	\$9,578,960	
REHABILITATION				
Owner Administration (20% available)	\$110,878	\$110,878	\$221,756	
Legal	\$15,000	\$15,000	\$30,000	
Construction Manager/Owner's Rep	\$15,000	\$15,000	\$30,000	
Physical Needs Assessment (PNA)	\$8,500	\$8,500	\$17,000	
Site Work (Materials and Labor)	\$1,350,800	\$1,350,800	\$2,701,600	
Structural Materials and Labor	\$4,199,000	\$4,199,000	\$8,398,000	
Base of Requirements Requirements	\$128,000	\$128,000	\$256,000	
Contractor (Overhead)	\$150,000	\$150,000	\$300,000	
Contractor Profit	\$200,000	\$200,000	\$400,000	
Prevailing Wages Administration	\$28,000	\$28,000	\$56,000	
General Liability Insurance	\$0	\$0	\$0	covered below in insurance costs
Restoration Costs	\$0	\$0	\$0	restoration needed
Project Inspection	\$80,000	\$80,000	\$160,000	
Signage and Marketing	\$0	\$0	\$0	
Furniture/Fixtures/Equipment (FFE)	\$0	\$0	\$0	included below in FFE
Urban Draining	\$300,000	\$300,000	\$600,000	public park with community garden & fountain
Other Rehabilitation (Specify)	\$0	\$0	\$0	
Other Rehabilitation (Specify)	\$0	\$0	\$0	
Other Rehabilitation (Specify)	\$0	\$0	\$0	
Owner's Contingency (20% available)	\$1,304,415	\$1,304,415	\$2,608,830	
Total Rehabilitation Costs	\$7,828,490	\$0	\$7,828,490	
NEW CONSTRUCTION				
Owner Administration (20% available)	\$689,995	\$689,995	\$1,379,990	
Legal	\$78,000	\$78,000	\$156,000	
Construction Manager/Owner's Rep	\$78,000	\$78,000	\$156,000	
Site Work (Materials and Labor)	\$3,574,000	\$3,574,000	\$7,148,000	
Hard Costs (Materials and Labor)	\$7,249,800	\$7,249,800	\$14,499,600	
General Conditions/Requirements	\$150,000	\$150,000	\$300,000	
Contractor Profit	\$760,000	\$760,000	\$1,520,000	
Prevailing Wages Administration	\$28,000	\$28,000	\$56,000	
General Liability Insurance	\$150,000	\$150,000	\$300,000	
Project Inspection	\$80,000	\$80,000	\$160,000	
FFE (Furniture/Fixtures/Equipment)	\$880,000	\$880,000	\$1,760,000	
Signage & Marketing	\$75,000	\$75,000	\$150,000	
Urban Draining	\$228,000	\$228,000	\$456,000	
Other New Construction (Specify)	\$40,000	\$40,000	\$80,000	water proofing
Other New Construction (Specify)	\$20,000	\$20,000	\$40,000	lighting consultant
Other New Construction (Specify)	\$28,000	\$28,000	\$56,000	landscaping
Other New Construction (Specify)	\$40,000	\$40,000	\$80,000	additional electrical transformers
Other New Construction (Specify)	\$0	\$0	\$0	
Owner's Contingency (20% available)	\$2,823,879	\$2,823,879	\$5,647,758	
Total New Construction Costs	\$16,882,874	\$0	\$16,882,874	

CONSTRUCTION PERMITS & FEES				
Owner Administration (20% available)	\$116,000	\$116,000	\$232,000	
Hard Premium or Subcontractor Default Insurance (SDI)	\$228,000	\$228,000	\$456,000	
Builder's Risk Insurance	\$400,000	\$400,000	\$800,000	
Title and Recording	\$80,000	\$80,000	\$160,000	
Permit Fees	\$280,000	\$280,000	\$560,000	
Local Development Impact Fees	\$240,000	\$240,000	\$480,000	
Professional Reporting	\$30,000	\$30,000	\$60,000	
Other Const. Permits & Fees (Specify)	\$0	\$0	\$0	
Other Const. Permits & Fees (Specify)	\$0	\$0	\$0	
Other Const. Permits & Fees (Specify)	\$0	\$0	\$0	
Owner's Contingency (20% available)	\$188,800	\$188,800	\$377,600	
Total Construction Permits & Fees	\$1,514,600	\$0	\$1,514,600	
RESERVES				
Open Price Reserve (Rehabilitation)	\$0	\$0	\$0	rehab building is not in service currently
Transition Reserve Allowance	\$80,000	\$80,000	\$160,000	
Total Reserves Amount	\$80,000	\$0	\$80,000	
OTHER PROJECT COSTS				
Final Construction Commissioning	\$88,000	\$88,000	\$176,000	
Marketing/PR/Communications	\$30,000	\$30,000	\$60,000	
Utility Fees	\$30,000	\$30,000	\$60,000	
Accounting/Accountability	\$20,000	\$20,000	\$40,000	
Other Costs (Specify)	\$30,000	\$30,000	\$60,000	architectural or site
Other Costs (Specify)	\$30,000	\$30,000	\$60,000	office rental for off site work
Other Costs (Specify)	\$8,000	\$8,000	\$16,000	annual support to school @ \$10k
Other Costs (Specify)	\$0	\$0	\$0	
Owner's Contingency (20% available)	\$90,000	\$90,000	\$180,000	
Total Other Project Costs	\$89,000	\$0	\$89,000	
DEVELOPER COSTS				
Developer Overhead	\$250,000	\$250,000	\$500,000	
Construction Processing Agents	\$80,000	\$80,000	\$160,000	
Project Administration	\$75,000	\$75,000	\$150,000	
Other Developer Costs (Specify)	\$0	\$0	\$0	
Total Developer Costs	\$805,000	\$0	\$805,000	
Developer Fee (2%)	\$17,725,842	\$17,725,842	\$35,451,684	Excludes Contingency &
TOTAL PROJECT COSTS	\$80,281,799	\$7,000,000	\$87,281,799	20% of Total Project Cost
	\$	% of Total		
Match & Amount & % of Total Costs	\$7,000,000	27.24%	Excludes Contingency & Developer Fee	
Total Contingency	\$4,828,839	14.88%	% of Total Project Cost, excludes Developer Fee	
Total Reserves	\$80,000	0.17%	% of Total Project Cost, excludes Developer Fee	
Total Administration	\$1,215,968	3.28%	% of Total Project Cost, excludes Developer Fee	

Application Process Forms and Format

FORM 3 – Schematic Design Template

Agency Name:

Person completing form:

BHCIP/CCE Application Instructions: Please complete this form with as much information as possible. Fill in yellow cells. Utilize your development team to fill in dates. A complete schematic design will include all the below details. Ideally, your schematic design drawings will include ALL of the below architectural and engineering technical information to determine if your project is 'Launch Ready'.

<i>SCHMATIC DESIGN</i>	Date Started	Date Completed	As evidenced by (to be completed by BHCIP/CCE reviewers)
*Please provide Total # Square Feet of finished new construction at your project:			
			Sqft
● Civil Engineering			
Site Dimension Control			
Off-Site Utilities			
On-Site Utilities			
Grading and Drainage			
● Structural Engineering			
Foundation Design			
Garage Design			
Building Frame			
● Architectural / Interiors			
Building and Site Plan			
Unit Plans and Finish Program			
Amenity Space Layout			
Area Tabulations			
Roof Design			
Exterior Elevations			
Exterior Materials			
Elevator Quality and Speed			

● MEP Engineering			
HVAC Systems Design			
Electrical Systems			
Plumbing Systems			
Energy Conservation Concepts			
● Landscape Architecture			
Landscape Design Concepts			
Hardscape Design Concepts			
Softscape Design Concept			
● Development			
Schedule Summary			
Soft Cost Summary			
Consultant Proposal Summary			
Building Tabulations Summary			
Full SD Drawing Set Review			
Building Elevations Review			
Building Core Spaces and Systems			
Unit Plan Review			
Site and Landscape Design Review			
Lighting Exterior Concepts Review			
● Construction			
Hard Cost Budget Summary			

Application Process Forms and Format

FORM 4 – Design/Acquisition/Construction Milestone Schedule

Name of Organization

Person completing form:

Instructions: Please provide the best estimates for completion dates for each of the below milestones. Please consult your professional development team to establish milestone completion dates. These milestones will create the basis for your project's payment schedule and make sure project funds are obligated by June 2024 and liquidated by December 2026.

ESTIMATED MILESTONES

Design, Acquisition and Construction

PHASE	MILESTONE	ESTIMATED COMPLETION DATE (or N/A)
Feasibility	Development Team Identified	
Feasibility	Business Plan	
Feasibility	Feasibility Study	
Feasibility	Real Estate Attorney Hired	
Feasibility	Architect Hired	
Feasibility	Site Programming	
Feasibility	Fit Study	
Feasibility	Stakeholder Support	
Design	Schematic Drawings (SDs) Start	
Design	Construction Manager Hired	
Design	Engineering Teams Hired (Civil/Structural/MEP)	
Design	Schematic Drawings (SDs) Complete	
Design	Preliminary Plan Review at Planning Dept	
Design	Design Drawings (DDs) Start	
Design	Design Drawings (DDs) Complete	

Design, Acquisition and Construction

PHASE	MILESTONE	ESTIMATED COMPLETION DATE (or N/A)
Acquisition	LOI delivered	
Acquisition	PSA delivered	
Acquisition	PSA executed	
Acquisition	Physical Needs Assessment	
Acquisition	Community Support Approvals	
Acquisition	Legal Review of Title/PSA/Due Diligence	
Acquisition	Will Serve Letters Received Approvals	
Acquisition	Due Diligence Ends	
Acquisition	Land Closing/Encumbered	
Development	Construction Drawings (CDs) Start	
Development	General Contractor RFP Start	
Development	General Contractor Selected	
Development	Construction Contract (GMAX) executed	
Development	Construction Drawings (CDs) 85% complete	
Development	CD's submitted for Building Permit	
Development	Building Permit Issued	
Construction	Break Ground/Start Construction	
Construction	Foundations Complete	
Construction	Exterior Envelope Complete	
Construction	Finish Construction	
Construction	FFE Delivery	
Construction	Walk Thru/Sign Off	
Construction	All Liens Lifted/Final Payments	
Construction	Temporary Certificate of Occupancy Issued	
Move-In	Interiors & Operating Systems Finalized	
Move-In	Start Operations	

Application Process

Forms and Format



FORM 5 – Development Team Description/Contact Form

Name of Organization:

Person completing form:

Instructions: Please complete the following information referencing the development team's experience relevant to acquiring and/or constructing and operating the proposed project in the BHCIP/CCE application.

DEVELOPMENT TEAM INFORMATION

	Name	Website	Email	Tel #	Address	Years of Experience	Relevant Previous Projects
Principal Applicant:							
Partner Organization:							
Legal:							
Construction Manager:							
Development Management Firm:							
Owner's Representative:							
Architect:							
Civil Engineer:							
General Contractor:							
Specialty Consultant:							
Specialty Consultant:							
Specialty Consultant:							
Specialty Consultant:							

Application Process Forms and Format

FORM 7 – Applicants Certification

APPLICANT'S CERTIFICATION OF FUNDING TERMS

I, _____, as an Authorized Representative of [insert applicant name] (Applicant), certify that:

1. The information, statements, and attachments included in this application are, to the best of my knowledge and belief, true and correct.

2. I possess the legal authority to submit this application on behalf of the entity identified as the applicant for funding.

3. The following is a complete disclosure of all identities of interest—of all persons or entities, including affiliates, that will provide goods or services to the BHCIP or CCE project (Project) either (a) in one or more capacity or (b) that qualify as a "Related Party" to any person or entity that will provide goods or services to the Project. "Related Party" is defined in Section 10302 of Title 4 of the California Code of Regulations (CTCAC Regulations).

4. As of the date of the application, the Project, or the real property on which the Project is proposed (Property), is not party to or the subject of any claim or action at the State or Federal appellate level.

5. I have disclosed and described below any claim or action undertaken which affects or potentially affects the feasibility of the Project. In addition, I acknowledge that all information in this application and attachments is public and may be disclosed by the State.

6. I understand and agree that the Department will require Eligible Applicants to submit a complete application with all required documents. Further, I understand and agree that the Department reserves

the right to request clarification of unclear or ambiguous statements made in an application and other supporting documents.

7. I further warrant and certify that Applicant will comply with the following guidelines as a condition of receiving this funding:

- a. Applicant shall not impose unnecessary barriers to entry for justice-involved populations, to the extent possible and consistent with State law.
- b. Applicant shall serve the targeted population(s) when and as described within the application.
- c. Applicant commits to the provision of services and building use restrictions (property title shall be legally encumbered for required term) for:
 - i. (BHCIP) 30 years after the expansion project is placed in service.
 - ii. (CCE) 30 years for new facilities and 20 years for capacity expansion for an existing facility.
- d. Applicant shall use professionally licensed and insured contractors to carry out the work required for the Project.
- e. Applicant shall comply with all applicable federal, state, and local relocation laws and shall have an approved relocation plan prior to proceeding with any phase of the Project that will result in the displacement of persons or businesses, if the proposed project requires relocation of any current residents.
- f. Applicant shall adhere to the accessibility requirements set forth in California Building Code Chapter 11A and Chapter 11B and the Americans with Disabilities Act, Title II.
- g. Applicant shall meet the prevailing wage requirements for construction projects in the State of California (Lab. Code, Sec 1720 et seq.). Applicant shall provide a certification of compliance with California's prevailing wage law, as well as all applicable federal prevailing wage law. The certification shall (a) verify that prevailing wages have been or will be paid, (b) verify that labor records will be maintained and made available to any enforcement agency upon request, and (c) be signed by the general contractor(s) and the Applicant.
- h. Applicant shall collect and report data to the State Agency as required.

The Grantee shall defend, indemnify, and hold harmless the Authority and the State of California, and all officers, trustees, agents, and employees of the same, from and against any and all claims, losses, costs, damages, or liabilities of any kind or nature, including attorneys' fees, whether direct or indirect, arising from or relating to the Grant or Project.

I certify that [insert Applicant name] will receive, expend, and administer all funds received under this initiative pursuant to the terms outlined above and understand this is a condition of receiving such funds.

The information provided within the form and attached is true and correct.

Authorized Signature

Typed Name of Signatory

Title of Signatory

Date

Application Process

Forms and Format & Document Types

Document name	Document Type
Gov't-Issued ID*	Application
Attestation of Funding Agreement*	Application
Schematic Design Checklist-Q33*	Application
Design/Acquisition/Construction Milestone Checklist-Q34*	Application
Development Team Roster-Q6*	Business Plan
Community Engagement Form-Q36*	Business Plan
Collaboration Docs-Q5*	Business Plan
Site Readiness Documents-Q26*	Business Plan
Plan to Obtain Site Control-Q27*	Business Plan
Letter(s) of Support-Q36*	Business Plan
Development Team Resumes*	Business Plan
Articles of Inc-Q2*	Legal/Statutory
Operating Agreements between Partners-Q36*	Legal/Statutory
Contracts with Development Team*	Legal/Statutory

Document name	Document Type
Matching Funds	Assets
COSR (Capitalized Operational Spending Reserve)	Assets
Entity Docs for Government or Tribal Entity	Legal/Statutory
Business License or FBN	Legal/Statutory
501c3 Letter	Legal/Statutory
Property Profile-Open Liens, zoning	Legal/Statutory
Attorney's Contract*	Legal/Statutory
Civil Engineer's Contract	Legal/Statutory
Architect's Contract/General Liability Ins	Legal/Statutory
Engineer's Contract	Legal/Statutory
Construction Manager's Contract	Legal/Statutory
General Contractors License/General Liability/WC Insurance	Legal/Statutory
Adult Residential Facility (ARF)	Legal/Statutory

Document name	Document Type
Residential Care Facility for the Elderly (RCFE)	Organizational Licensing
Residential Care Facility for the Chronically Ill (RFCI)	Organizational Licensing
Recuperative Care Facility	Organizational Licensing
Other Residential Setting	Organizational Licensing
DHCS License	Organizational Licensing
DSS License	Organizational Licensing
Draft Lease (with or without purchase option)/sublease/LOI to lease with development provisions	Leased
Certificate of Insurance (GL and Property)	Leased
Property Condition Assessment	Leased
New LLC Formation Docs (establish EPC/OC)	Real Estate Prospecting (CCE ONLY)
Real Broker Agreement	Real Estate Prospecting (CCE ONLY)
Real Estate Attorney Contract	Real Estate Prospecting (CCE ONLY)
Purchase and Sale Agreement (PSA)	Real Estate Prospecting (CCE ONLY)

Document name	Document Type
Final Site Plans and Specs/Blueprints/Renderings	Construction Docs
Final Budget with Bids/Sources/Uses	Construction Docs
Construction Schedule	Construction Docs
Permits	Construction Docs
Prevailing Wage Agreements	Construction Docs
GMAX Contract	Construction Docs
Executed Lease	Funding (by Milestones)
Occupancy Certification	Funding (by Milestones)
County Job Cards w/Inspection Signatures	Funding (by Milestones)
Any post-final inspection licenses/certifications	Funding (by Milestones)
Clean Title	Funding (by Milestones)
Encumbered Title	Funding (by Milestones)
Construction Drawings 85%	Funding (by Milestones)
Building Permit	Funding (by Milestones)

Partnerships & Service Use Restrictions

Partnerships

Applicants may submit applications with a variety of partners to encourage innovative, comprehensive, local and regional approaches.



For applicants with partners, including co-applicants, all proposed partners must submit letters of commitment with the application.

Service Use Restrictions

BHCIP

- Commitments to provision of services and building use restriction for entire 30-year period

CCE

- Commitments to provision of services and building use restriction for 30 years for new facilities and a 20-year use restriction for capacity expansion for an existing facility

Set-asides and Match

Set-Asides

20% of funds available for both BHCIP and CCE will be set aside for use in regions at the state's discretion to ensure funding is effectively aligned with need

5% of funds will be set aside for tribes

CCE requires that 8% of the funds be competitively awarded to small counties with populations of less than 200,000

Match

Tribal entities	Counties, cities, and nonprofit providers	For-profit providers and/or private organizations	Partnership match will be determined by the types of applicants.
5% match	10% match	25% match	If a private organization has a collaboration with a county, for example, the project qualifies for the county match amount, as long as supporting documentation is submitted.



- *Match in the form of cash and in-kind contributions—such as land or existing structures—to the real costs of the project will be allowed.*
- *The state must approve the match source.*
- *Services will not be allowed as match.*

Thank You!

HomeCA, Inc.