

Kirsten Elliott

248.269.1302, kelliott@chninc.net

VICE PRESIDENT OF DEVELOPMENT

14 years as a successful, experienced administrator of project and program development in creating affordable housing for people in need

A passionate advocate for sustainable inclusive communities, securing permanent solutions through proven strategies of prevention and responsive to the changing needs of the community, Kirsten has spent more than 14 years helping disenfranchised members of society attain the dream of living in homes of their choice, in communities of their choice. Kirsten is a committed, experienced, non-profit administrator of a federally funded community development organization with additional leadership experience in diverse non-profit activities. She has extensive experience utilizing strong analytical and problem solving skills to develop and implement procedures and projects.

Additional areas of expertise include:

- Federal Grant Writing
- Program Development
- Creating Sustainable, Inclusive Communities
- Securing Permanent Housing Solutions
- Homeless Prevention Strategies
- Community Outreach/Facilitation
- Public/Private Partnerships
- Effective Public Speaker
- Affordable Real Estate Development
- Knowledge of Disability Issues
- Writing and Developing CoC Applications
- Non-profit management

PROFESSIONAL EXPERIENCE

COMMUNITY HOUSING NETWORK, TROY, MI.

2001-Present

VICE PRESIDENT OF DEVELOPMENT

2006-Present

As Vice President of Development, Kirsten oversees all aspects of real estate development including site selection, due diligence exploration, financial analysis, budgeting, contract negotiation, development consultant management, site acquisition, investment package creation, coordination of the permitting process, execution of the construction documents, and general contractor management. Kirsten also oversees program and fund development initiatives. She advocates for increases in funding for affordable housing at the local, state and federal levels. Kirsten analyzes proposed legislation, regulations, or rule changes in order to determine how agency services could be impacted and functions as consultant to agency staff and other community programs regarding the interpretation of program-related federal, state and county regulations and policies. Kirsten is an active speaker to community groups to explain and interpret agency purposes, programs and policies.

Notable Accomplishments:

- Secured \$27.9 million in Low Income Housing Tax Credits since 2011.
- Developed Palmer Pointe Townhomes, a 24-unit townhouse, \$5.4 million Low Income Housing Tax Credit development. The vacant property was purchased in a tax-foreclosure sale, allowing it to once again become a development site, stabilizing the neighborhood.
- Developed Unity Park Rentals, an \$8.5 million Housing Tax Credit development consisting of 32-unit scattered site in-fill housing.
- Developed Grafton Townhomes- a 11.8 million Housing Tax Credit development consisting of 48 townhomes and stacked flats in East Pointe, MI.
- Developed Unity Park Rentals III- a \$3.4 million Housing Tax Credit development adding an additional 12 units to Unity Park Neighborhood in Pontiac, MI.
- Led the effort to revitalize and stabilize Unity Park, Pontiac MI utilizing Neighborhood Stabilization Program (NSP2). NSP2 is a partnership approach addressing a region-wide concern: foreclosed or abandoned homes, empty lots, and plummeting home values. Worked in partnership with Venture, Inc., the development featured 12 new-construction upscale homes at starter-home prices for less than \$70,000.
- Supervised the development and administration of \$4.6 million of HOME grant programs used to acquire and rehabilitate homes for individuals with disabilities and others in need, both rental and homeownership.
- Created more than 786 units of affordable housing for people with low to moderate incomes, including supportive housing units.
- Successfully developed 17 HUD Supportive Housing Programs for homeless families that created more than 410 units of housing with an annual budget of more than \$2.7 million.
- Successfully developed and implemented four HUD Section 811 grants resulting in \$13.3 million to produce 47 new units of affordable housing for people with disabilities.
- Accessed more than \$3.4 million in grants from the Federal Home Loan Bank of Indianapolis and other sources to leverage housing development program funds.
- Coordinated four county-wide homeless street counts deploying hundreds of volunteers.
- Lead the effort to develop and implement the Homeless Management Information Systems (HMIS) in Oakland County.
- Served at the co-chair of the Oakland County Continuum of Care, wrote the Consolidated Application to HUD, resulting in more than \$42.8 million awarded to homeless service providers since 2002.

HOUSING RESOURCE CENTER MANAGER

2001-2006

Kirsten worked as a National Center for Housing Management (NCHM) Certified Occupancy Specialist, and provided technical assistance to consumers applying to multi-family housing and assistance in annual recertification. Kirsten is a Certified MSHDA Home-buyer Counselor, providing homebuyer counseling for MSHDA, Rural Development and HUD and she had extensive knowledge of Fannie Mae and other low-income home-buying programs. During her time as Housing Resource Center Manager, Kirsten represented Community Housing Network

in relevant meetings at the county and state levels.

Notable Accomplishments:

- Researched, developed and maintained Housing Resource Center.
- Effectively implemented and administered 10 federal leasing assistance programs with consistent outstanding site reviews.
- Provided consultation and direct technical assistance to individuals with disabilities and their families regarding housing issues.
- Coordinated the development of a web-enabled housing information database, roommate database and organization website.
- Maintained the daily operations of the organization's website and databases.
- Prepared grant applications, proposals and other project/program developments.

EDUCATION

Bachelors of Fine Art, Wayne State University, Detroit, MI

CERTIFICATIONS

Leadership Oakland – Class XVI
Grantsmanship Training Program Certificate
Community Economic Development Association of Michigan (CEDAM) - Real Estate
Development Training Program Certificate
Corporation for Supportive Housing (CSH) - Michigan Supportive Housing Institute Certificate
National Center Housing Management (NCHM) - Certified Occupancy Specialist
Michigan State Housing Development Authority (MSHDA) - Housing Quality Standards
Inspector
Michigan State Housing Development Authority - Certified Home-Buyer Counselor

BOARDS & MEMBERSHIPS (partial listing)

Member, Alliance for Housing, Oakland County Continuum of Care
Co-Chair, Oakland County Continuum of Care, 12 years
Board Member, Community Economic Development Association of Michigan (CEDAM)
Board Member, Furniture Bank of Southeastern Michigan
Alumni member, Leadership Oakland.
Member, Oakland County Human Service Coordinating Council

HONORS & AWARDS

2015 Leader of Leaders- Exemplary Public Leadership, Leadership Oakland

2004 Homeless service award- Oakland County Taskforce on Homelessness and Affordable Housing