

REQUEST for PROPOSALS

Intellectual and Developmental Disabilities Housing Access Pilot Program (IHAPP)

Prepared by Community Housing Network

Year 2 RFP Released October 20, 2026



Community
HOUSING NETWORK®

Opening Doors • Transforming Lives®

communityhousingnetwork.org 

IDDhousing@chninc.net 

Table of Contents

Section Name	Page Number
Request for Proposals Introduction	Pg 3
Definitions Page	Pg 4
Background, Purpose and Project Types	Pg 7
Program Presentation and Timeline	Pg 12
Submission Guidelines and Requirements	Pg 14
Requirements for Project Development Information	Pg 16
Design Standards	Pg 19
Technical Assistance	Pg 21
RFP Release & Submission Process	Pg 22
Evaluation and Scoring Criteria	Pg 24
Submission Package Checklist	Pg 25
Due Diligence Checklist	Pg 27
Addendum A : Community Inclusion and Supportive Services Plan	Pg 28
Addendum B : RFP Disclaimer and Applicant Acknowledgment	Pg 34
Addendum C : Developer Attestation Form	Pg 37

Request for Proposals

Intellectual and Developmental Disabilities Housing Access Pilot Program

Release Date: October 20, 2026

Program Website: [IDD Housing Access Pilot Program - Community Housing Network](#)

Introduction

Community Housing Network, Inc. (CHN) is pleased to be administering Year 2 of the IDD Housing Access Pilot Program (IHAPP) funded by Michigan State Housing Development Authority's (MSHDA) Housing and Community Development Fund (HCDF). CHN brings extensive experience in developing housing for people with intellectual and developmental disabilities (IDD) and those experiencing homelessness. To date, CHN has created hundreds of affordable, accessible, mixed-income rental housing units, homeownership opportunities, and provides a range of supportive services that promote stability, independence, and community integration. Guided by our core values of Inclusion, Integrity, Innovation, and Passion, CHN is committed to advancing housing solutions that foster dignity, opportunity, and long-term impact.

Year 1 of the IHAPP awarded grants for 10 units of rental housing and 34 units of homeownership for IDD persons over four projects throughout Michigan. In Year 2, CHN is administering \$1.8 million in HCDF resources to continue IHAPP, providing financial support for mixed-income, mixed-ability models that expand disability-forward, accessible and neuro-inclusive opportunities. IHAPP is designed to increase access to affordable, inclusive housing for individuals with intellectual and developmental disabilities across Michigan through homeownership and rental housing strategies.

CHN is assisted with the administration of IHAPP through the work of Red Maple Resources, Inc. The Red Maple team members responsible for programmatic support each have over 25 years of experience that includes developing, financing, and providing technical assistance for affordable housing projects and populations in need of supportive housing.

In addition to meeting all requirements of HCDF, projects must also be in compliance with the State of Michigan Public Act 346 (State Housing Development Authority Act of 1966).

Definitions

The following definitions are provided to ensure consistency and clarity within this Request for Proposals (RFP) and throughout the IHAPP program. These terms reflect key principles, regulations, and best practices related to the development of housing that is inclusive, accessible, and supportive of individuals with intellectual and developmental disabilities (IDD). Respondents are expected to be familiar with these concepts and to incorporate them into their proposed project design, operations, and community integration strategies.

AFFH (Affirmatively Furthering Fair Housing)

A statutory requirement under the Fair Housing Act that obligates HUD and its program participants to actively promote fair housing choice, eliminate discrimination, and foster inclusive communities. AFFH compliance includes actions to overcome patterns of segregation, address disparities in access to opportunity, and remove barriers that restrict housing choice for individuals with disabilities.

Anti-isolation Practices

Policies, design strategies, and operational approaches that prevent social isolation among residents with disabilities and promote integration with the broader community. Anti-isolation practices may include mixed-income or mixed-ability developments, access to public amenities, on-site community-building activities, and opportunities for residents to engage in employment, recreation, and civic life.

Campus-like

Refers to a housing development model in which a significant number of individuals with disabilities are clustered within a single, self-contained property or group of buildings, often with shared amenities or on-site services. Campus-like settings may limit opportunities for community interaction and are generally inconsistent with the integration requirements of the HCBS Settings Rule and Section 811 PRA Best Practices.

Development Activities

Development Activities include typical project hard costs and soft costs, acquisition, predevelopment activities, and developer-funded down payment assistance.

Disability-forward developments

Projects that prioritize accessibility for people with disabilities through inclusive design standards that go beyond basic building codes. These developments are often integrated into the broader community, with the goal of avoiding segregation and fostering mutual support.

Emerging Developer

Emerging developers are defined as completing fewer than three housing developments of a similar type consistent with the subject of an application for IHAPP OR a developer that has not completed one Permanent Supportive Housing (PSH) project or a project serving the IDD population.

Experienced Developer

An experienced developer is defined as having clear experience with at least three successful housing developments consistent with the project type that is the subject of an IHAPP application, including at least one completed project with units designated for housing for IDD or Permanent Supportive Housing (PSH).

HCBS Settings Rule (Home and Community-Based Services Settings Rule)

A federal regulation issued by the Centers for Medicare & Medicaid Services (CMS) which requires that Medicaid-funded home and community-based services (HCBS) be provided in settings that are integrated in and support full access to the greater community. The rule prohibits settings that are isolating or institutional in nature and mandates that individuals receiving HCBS have the same rights, choices, and opportunities as those not receiving such services.

IDD (Intellectual and Developmental Disabilities)

A group of disorders characterized by limitations in intellectual functioning, adaptive behavior, and/or physical development, typically originating before adulthood. Examples include autism spectrum disorder, Down syndrome, and cerebral palsy. An IDD diagnosis can be substantiated through any or all of the following:

- Professional third-party verification
- Proof of eligibility for a disability-based public benefit
- Verification from a CMH or disability service provider
- Educational documentation for lifelong IDD (with affirmation)

For purposes of this application, an IDD is a disability recognized by the Social Security Administration that began before age 22 and results in significant limitations in intellectual functioning, adaptive functioning, or other major life activities.

Non-IDD, or neuro-typical, persons refers to individuals who do not have intellectual and/or developmental disabilities.

IHAPP Closing Documents

IHAPP Closing Documents consist of the 1) Grant Agreement; 2) Regulatory Agreement; and 3) Deed Restrictions. The Regulatory Agreement and Deed Restriction must be recorded by the County in which the project resides. For Year 1 grants, Executed documents must be returned to CHN by August 31, 2027 for recording to be handled by CHN's title company.

Institution-adjacent

A term describing housing models or settings that, while not institutional in name or structure, exhibit characteristics similar to institutional environments. These may include proximity to large congregate facilities, limited resident autonomy, restricted access to the broader community, or design elements that reinforce segregation from non-disabled individuals.

Integration Caps

Limitations established to ensure that the number of units designated for individuals with disabilities within a development remains below a defined threshold, promoting community integration and compliance with federal guidance such as the HCBS Settings Rule and Section 811 PRA standards. Integration caps are intended to prevent the concentration of disability-targeted units that could create institutional or segregated environments.

Neuro-inclusive

An approach to housing and community design that recognizes and accommodates the full spectrum of neurological differences, including individuals with intellectual and developmental disabilities, and those who have neuro-differences. Neuro-inclusive environments are intentionally structured to reduce barriers and promote participation, autonomy, and belonging for all individuals.

Paratransit

Specialized, accessible public transportation services designed to meet the mobility needs of individuals who are unable to use conventional fixed-route transit systems due to a disability or functional limitation. Paratransit services are typically demand-responsive and provide door-to-door or curb-to-curb assistance.

Qualifying Special Needs Trust

These trusts are established for the benefit of a person with a disability that allows them to preserve eligibility for means-tested public benefits such as Medicaid or Supplemental Security Income (SSI) while holding assets for their supplemental needs. These can be a first or third-party special needs trust.

Section 811 PRA Best Practices

Standards established under the U.S. Department of Housing and Urban Development's (HUD) Section 811 Project Rental Assistance (PRA) Program to promote integrated, affordable housing for individuals with disabilities. Best practices include small-scale, scattered-site developments, inclusion of units within larger multifamily properties, integration with non-disabled residents, and the availability of voluntary supportive services that foster independence.

Sensory-friendly

An environment intentionally designed to minimize sensory overstimulation and support individuals with sensory sensitivities. Sensory-friendly design elements may include adjustable lighting, reduced background noise, calming color palettes, designated quiet areas, and materials that minimize echo or glare.

Universal Design

A design philosophy that ensures buildings, products, and environments are inherently accessible to all people, regardless of age, ability, or status, without the need for later adaptation. Universal Design principles emphasize equitable use, flexibility, simplicity, perceptible information, tolerance for error, low physical effort, and appropriate space for approach and use.

Background, Purpose, and Project Types

There are an estimated 49,000 people with IDD in Michigan, and many face significant barriers to housing, including limited income, lack of accessible units, and insufficient community-based options. Many live with aging caregivers or in settings that don't meet their needs. This program addresses the gap by expanding disability forward community-integrated housing opportunities, with a focus on equity and economic need. IHAPP will not be providing funding support for licensed facilities, but for units designated for IDD individuals integrated with a neuro-typical population for a project and within the larger community.

The goals of IHAPP include:

- At least 30 affordable housing units designated for IDD households created.
- At least 75% of units will serve IDD households at or below 30% AMI. Affordability table for each county in Michigan can be found here: [MSHDA-Income-Limits-2026.pdf](#)
- At least 3 mixed-income developments will be supported, with both IDD and non-IDD units.
- All funded rental or homeownership projects for development activities will include affordability mechanisms with a minimum of 10 years. The 10-year retention period begins when all IDD units are placed in service.

- All funded homeownership projects with IHAPP funding used for developer provided down payment assistance will include affordability mechanisms with a minimum of 5 years that will step down on a pro-rated basis over the 5 years
- Projects located outside of counties that received IHAPP awards in Year 1 (i.e. Muskegon, Kent and Oakland counties) will be prioritized through bonus points in scoring for Year 2

Eligible Applicants

1. Only eligible organizations seeking to develop projects that include IHAPP units can apply. Individuals cannot directly apply for assistance.

2. An eligible entity for a developer submitting an application can be: (from MI Neighborhoods website):

- Nonprofit Organization 501(c)(3)
- Unit of General Local Government includes a city, village, township, county, or any local agency or authority including Tribal Nations
- For-Profit Developers must be working in Michigan and have articles of incorporation filed with LARA, an IRS Employer Identification Number (EIN), and a Sam.gov Unique Entity ID (UEI).

3. Year 1 Grantees are eligible to apply for funding for any new projects. Funding requests will not be accepted that would add funding to Year 1 awards.

Funding Guidelines

A total of \$1.8 million has been committed to the IDD Housing Access Pilot Program for rental and homeownership development projects for the second year of the program. All project funding will be provided in the form of grants. CHN is targeting to allocate and invest:

- For multifamily rental projects: \$900,000 is dedicated to applications from developers for development assistance
- For homeownership projects: \$900,000 is dedicated to applications from developers for development grants, or for down payment assistance

For each funding target there is a maximum per project limit of \$500,000 for an experienced developer and \$300,000 for an emerging developer, with the total award amount based on the following per-unit maximums:

- Funding for development activities up to \$100,000 per IDD unit for developers undertaking a multifamily rental or condominium project.
- Funding for development activities up to \$100,000 per house designated for an IDD buyer for a developer undertaking a multi-house for-sale project.
- Developer funded down payment assistance up to \$50,000 per unit (IHAPP funding cannot be combined with development activities)

These funding targets have been developed for IHAPP. CHN reserves the right to adjust targets and award amounts depending on project need, remaining available funds, requirements of other funding sources, geographic diversity, and/or other reasons during its review of the proposal submissions.

Qualifications to determine whether an applicant is considered Experienced or Emerging can be found in the Definitions section above

Development Guidelines

IHAPP has been designed to provide a flexible funding tool for rental and homeownership projects. A variety of housing types are included in this program, serving different needs among IDD persons throughout the state of Michigan. In a larger project with multiple sources of funding, the IHAPP grant can serve as gap funding. For small projects of a few units, the IHAPP grant can function as a significant portion of the funding needed.

There are requirements that must be met when structuring a project in the request for an IHAPP grant:

- Only one grant can be provided per project.
- For homeownership projects, a grant can be for development activities **OR** down payment assistance provided by the developer but cannot fund both activities in one project.
- Since IHAPP funding is coming through MSHDA's HCDF, any projects with other HCDF sources, including MI Neighborhoods, will be ineligible for this program.
- Developer provided down payment assistance to homebuyers accessed through IHAPP can be combined with other down payment assistance funding programs, including other programs funded or administered by MSHDA (except for any funded through the HCDF).
- IHAPP will not fund licensed group homes. Unlicensed settings are eligible, provided they support independent living, each individual has their own lease for their own room, and the arrangement follows the spirit of the Home and Community-Based Services (HCBS) settings rule.

A unit of housing that can be addressed through IHAPP may be situated in a variety of housing types. Examples, which are not exhaustive, of rental or homeownership housing types include, (subject to the integration caps outlined below):

- Buildings and condo developments with over four (4) total apartment units with a portion of these units designated for persons with IDD
- Duplex, Triplex, or Quadraplex buildings with all or a portion of these units designated for persons with IDD
- Other smaller independent living rentals
- Traditionally-designed single-family homes
- Single-family homes with separate bedrooms individually-leased to IDD persons and with other shared living spaces such as living rooms, kitchens, basements, outdoor

areas, etc. Bathrooms could be shared or attached to the bedrooms which have separate leases. The maximum number of IDD units per a single-family house would be 4 (four).

New construction, rehabilitation of occupied structures, and renovation of vacant buildings are all eligible activities in each category above.

Other Development Policies include:

- Eligible costs will include typical development costs such as construction, soft costs, acquisition, and developer-funded down payment assistance.
 - Service provision to IDD persons is not an eligible use for IHAPP funding
- Disbursements would be made during construction and not during the predevelopment phase but will contemplate the entire development budget when determining percentage of completion.
- Preservation of existing IDD units would be eligible under one of three circumstances:
 - Affordability is extended beyond current restrictions;
 - Rents of the existing units will be reduced to meet the IHAPP affordability guidelines;
 - Existing units will be converted to IDD units meeting IHAPP program requirements
- For the rehabilitation of occupied structures, a Capital Needs Assessment (CNA) will be required to determine the scope of work
 - If only a small percentage of the total units in a fully or partially occupied building are being rehabbed as part of a submission, a Building Condition Assessment produced by an architect could be sufficient on a case-by-case basis as determined by the IHAPP Team. The remaining portion of the building must be deemed livable by the architect

For instances where the units included in an IHAPP application are part of a large project being phased in over a period of years, the subject phase will have to meet all requirements of this RFP pertaining to affordability requirements, unit concentration, per-unit grant amount parameters and underwriting standards. The IHAPP team will also weigh other factors such as overall affordability, total number of units, site plan, timing, inclusion in the community, target population of other phases, and other items. Potential projects with phases are encouraged to reach out for consultation before submission.

The use of down payment assistance can be for IDD persons or a Qualified Special Needs Trust seeking homeownership. Buyer can qualify for assistance even if they have previously been a homeowner. Qualifying Special Needs Trusts, both first and third party, are eligible to apply if the beneficiary of the Trust meets the affordability requirements of the program.

Disbursement of IHAPP Grants

Two disbursements will be made, the first upon confirmation of 25% construction completion and the second upon confirmation of 50% construction completion, subject to all due diligence items being met. For purposes of disbursement on new construction projects, the start of construction will be defined by closing on financing by lead funder and the commencement of work for vertical construction of buildings.

Special Funding Considerations

IHAPP funding can be flexible in how the grant is placed into the financing structure of a project if that is needed to align with requirements of lead funders. Here are examples of what has occurred for Year 1 awards:

- Make a grant directly to a project sponsor for a Low Income Housing Tax Credit Project (LIHTC)
- Allow a LIHTC project sponsor to convert the award of a grant into a loan in order to prevent a reduction in the amount of eligible LIHTC equity triggered by the inclusion of grant funding
- Subordinate the IHAPP Regulatory Agreement to a separate MSHDA Regulatory Agreement and other funding sources
- Include the ownership entity for a development project to be a signatory on required IHAPP documents executed at the time of closing on the grant funding with CHN
- Accept the income verification process required by MSHDA or a Public Housing Authority including Housing Choice Vouchers or 811 Vouchers as part of a project Regulatory Agreement.

Other examples will be considered on a case-by-case basis.

Income Policies

All supported housing units must be integrated into the broader community (further defined in Appendix A, Community Inclusion and Supportive Services Plan) and meet long-term affordability requirements through a deed restriction and a regulatory agreement.

At least 75% of program funds will support households earning $\leq 30\%$ of Area Median Income (AMI), and the remaining 25% up to 60% AMI in each housing type described above.

→ **Each project must meet these affordability caps** ←

A deed restriction for a minimum of 10 years will be placed on all projects funded for development activities, with a 5 year restriction placed on any projects using IHAPP funding for developer provided down payment assistance. The purpose of the deed restriction is to ensure compliance with the affordability requirements. The restrictions will run with the land in the instance of a sale of the property. Restrictions may run longer if an applicant chooses to commit to a longer affordability period as part of their submission. CHN will handle recording of each document through a Title Company of its choice.

Integration Policies

Eligible projects addressed through IHAPP will include opportunities for rental or homeownership. Parameters for integration caps on the number of units that must be dedicated to IDD persons include:

- If a project is greater than 20 units, the maximum number of units designated towards IDD individuals is 25% per project.
- For projects between 5 and 20 units, there is flexibility on the percentage of units designated for IDD individuals. The program encourages integration of IDD individuals within a diverse community and does not accept a concentration of IDD individuals created by a single project.

For projects of one to four units, having all units occupied by IDD individuals would be acceptable.

Program Presentation and Timeline

The timeline for release of the RFP, submission of applications, and deadline to execute an IHAPP commitment is shown below:

October 20, 2026	RFP released
October 29, 2026	Statewide RFP Presentation
November 6, 2026	Deadline for questions to be submitted for inclusion in first round of FAQs
Mid-November	First round of FAQs released
November 25, 2026	Deadline for questions to be submitted for inclusion in second round of FAQs
Early December	Second Round of FAQs released if necessary
December 1, 2026	Deadline to access One Drive folder for application submission (See pg. 21 for more information)
December 18, 2026	Submissions due 5pm EST
Mid-March, 2027	Award announcements made
August 31, 2027	Deadline for execution of IHAPP grant agreement, regulatory agreement and deed restriction

How To Attend the Statewide Presentation:

CHN will virtually host a statewide presentation to cover important aspects of the program and RFP on October 29, 2026 from 1pm to 3pm using the link found [here](#). No registration is needed ahead of time - just click on the link to gain entry to the webinar at 1:00pm on October 29th.

CHN and team will give an overview of the program and aspects of the submission process, with time allocated for questions and answers from potential applicants. This meeting will not be mandatory for an applicant to submit a response to this RFP, and it will be recorded and available to listen to within one week after the scheduled date on the IHAPP website found here: [IDD Housing Access Pilot Program - Community Housing Network](#)

Submission Guidelines and Requirements

CHN will serve as administrator and fiscal agent, reviewing and scoring submissions, conducting underwriting, ensuring compliance with HCDF and Public Act 346, and supporting developers through technical assistance and monitoring.

Any submission in response to this RFP will require a project narrative to be included in the proposal package. Project narrative must include at a minimum:

- Comprehensive and detailed project summary
- Discussion of the developers' experience
- Listing of the development team members along with detailed qualifications
- Description of project affordability meeting the guidelines established in this RFP
- Demonstration of site control
- Explanation of the need and demand for units designated for IDD persons
- Anticipated project timeline including milestones related to predevelopment activities, entitlement approvals, securing financing sources, construction schedule, and initial lease-up and operations

Project readiness milestones that can't be demonstrated as complete will be grounds for a threshold rejection. A threshold rejection means the full application will not be evaluated or scored. Project readiness milestones include:

- Demonstrating site control
- Meeting existing zoning or modification approved
- Timeline that shows clear evidence that site plan or local approvals needed will be secured by July 2027 and that construction will start by October 2027
- Applicant has sufficient affordable housing development experience to meet at a minimum the definition of emerging developer, and architect and GC also have experience developing housing for persons with IDD
- All funding sources identified, with Letters of Interest secured for lead funder(s)
- Project meets IHAPP requirements for income affordability and inclusion within the project and community
- Complete and detailed Community Inclusion & Supportive Services) CISS plan has been submitted per guidelines included in Addendum A

An emphasis on detailed responses is emphasized for all narrative parts of the submission. Applications that provide only summary or overviews for information requested will have lower scores in line with the lack of information provided.

Any proposal submitted in response to this RFP will also be required to submit a Project Cover Sheet that, at a minimum, includes essential project information (project name, project address, total number of units, total number of units designated for IDD persons); developer name, point person representing developer with phone number, physical address, and email address; amount being requested; and category of request, along with other information. To access the

portal and begin an application by completing the basic information required, click on the IHAPP website and navigate to the IHAPP RFP Application Interest Form: [IDD Housing Access Pilot Program - Community Housing Network](#)

Adherence to a Community Inclusion & Supportive Services Plan will be required to ensure integration of the IDD persons into the community. The components of the plan are summarized here with specific provisions to be addressed detailed in Addendum A to this RFP:

- Setting Type and Location
- Integration of IDD and Non-IDD Residents
- Service Model
- Referral, Eligibility, and Tenant Selection
- Neuro-Inclusive and Universal Design Features
- Transportation and Community Access
- Property Management and Tenant Rights (for rental projects only)

CISS plan must demonstrate evidence of peoples with lived experience with IDD having provided input into the plan. Grantees will also be required to adhere to feedback provided by the IHAPP team after the plan is reviewed.

Requirements for Project Development Information

In order for a submission to this RFP to be fully reviewed and scored, certain requirements must be met regarding experience, project readiness, financing commitments, and feasibility upon submission of the application.

Common requirements for rental or homeownership development projects include:

- **Debarment:** The developer and all development team members must certify that they are not presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from participation in federal, state, or local housing or grant programs. An attestation form will be required at application and this requirement will also be included in the grant agreement. See Addendum C for the form. Subsequently, applicants which receive an IHAPP reward will be required to search [SAM.gov](https://www.sam.gov) for all subcontractors on a project. Alternatively, a letter from any subcontractor included on sworn statements can provide a letter indicating it has not been debarred, suspended, ineligible, or voluntarily excluded from covered transactions by any federal department or contractor. Instructions will be provided at the appropriate time.
- **Experience/Capacity:**
 - The developer meeting the IHAPP definition of “experienced” must demonstrate clear experience with at least three successful housing developments consistent with the project type that is the subject of an IHAPP application, including at least one completed project with units designated for housing for IDD or Permanent Supportive Housing (PSH).
 - Emerging developers must demonstrate clear experience with up to three successful housing developments consistent with the project type that is the subject of an IHAPP application.
 - Development team members must also show experience with the type of housing proposed, including providing units for IDD persons. Other development team members would include at least the architect, general contractor, development consultant, and property manager.
 - Description of experience must address, for comparable projects, the topics of how design and construction met the housing needs of residents, working with and addressing the service needs of the target populations, and integration of community members within the project and larger community.
- **Financial capacity:**
 - Financial parameters that will be evaluated for the developer include having a Current Ratio of 1.2:1, healthy working capital (Current Assets less Current Liabilities), a Debt/Net Assets ratio of no more than 4:1, and sufficient Net Worth.

- **Project Readiness:** To be able to access IHAPP funds in a timely fashion the project must be “shovel ready” with the following project milestones completed or demonstration that projected timelines are reasonable:
 - Site control – owning the property or having a signed agreement to purchase the property
 - Development team assembled already, especially an architect, general contractor or construction manager in place
 - Commitment or letter of interest for financing from a lead lender or funding source
 - Appropriate zoning, Site Plan, and other approvals in place
 - Construction to start in October 2027 or earlier
 - Design of the project ensures inclusion for the IDD residents: appropriate supports (i.e., social services, transportation, nearby amenities available to residents) and integration into the larger community
 - Environmental Phase I report dated within 12 months of the submission date
 - Conformity with any public or neighborhood plans and/or community engagement processes, and any other approvals required by a local authority

- **Attachments for Description of Property:**
 - Site Map with parcels identified
 - Map of City, Village or Township with site identified
 - Photos of the site and, if applicable, existing buildings.

- **Financing Commitments:** Demonstration of the ability to secure financing must be provided. This includes a Letter of Interest or term sheet from the lead lender, a reservation letter for Low Income Housing Tax Credits from the issuing agency, and/or a commitment letter from a tax credit syndicator. For other debt, equity, and/or other soft sources included in the capital stack, a Letter of Interest would be sufficient.

- **Feasibility:** As part of the feasibility analysis for both types of projects above, the applicant must demonstrate how the proposed project conforms with the Michigan Statewide Housing Plan, as well as with the plan the Regional Housing Partnership (RHP) has drafted for its region. A support letter from the local RHP lead must be included and indicate how the proposed project meets both the regional plans’ goals and MSHDA’s statewide housing plan goals. A link to the Michigan Statewide Housing Plan, along with the Regions and Lead Partners, can be found here: [Statewide Housing Plan](#)
 - Letters of support from other organizations located near the project are also welcomed, including Community Development Corporations, block clubs, and other non-profit or grassroots organizations
 - The overall project timeline will be assessed for reasonableness

- **Demand and Need:** A market study will NOT be required. In its place, a submission must include a brief marketing plan that clearly demonstrates how units will be marketed

in order to draw IDD persons as tenants or buyers. The marketing plan should also cite data establishing the need and demand for IDD housing that will demonstrate success in renting or selling the unit(s). Data shared must demonstrate local market demand for the number of proposed units in the project. Suggested sources for data would include the following, which is not an exhaustive list:

- IDD Institute at Wayne State University
- Autism Alliance
- Michigan Disability Rights Council
- Community Mental Health Services (CMHS)
- Local provider alliances
- Michigan Developmental Disabilities Council
- Other disability rights organizations

Applicants' ability to find data beyond the examples above to substantiate local need for affordable IDD housing is welcome. Rental units will be required to be listed on MSHDA's housing locator, found here: <https://housing.state.mi.us/> IHAPP strongly recommends listing units on any similar local housing locator.

- **Community Inclusion & Supportive Services:** Integration with residents of the project and the surrounding community is integral to the success and independence of the IDD person(s) served by the housing units addressed through IHAPP. Adherence to the HCBS Settings Rule will need to be demonstrated, as well as with the 7 provisions in Addendum A for the Community Inclusion & Supportive Services Plan. Project architect, general contractor, property manager, and services provider(s) should all be familiar with these provisions to ensure the project meets the requirements.

For rental projects:

- **Feasibility:** To establish that a rental project will be successful, a complete development budget indicating all approved or anticipated sources with terms, along with all uses detailed in a line-by-line format and clearly identifying the IHAPP investment, is required. Predevelopment and acquisition expenses should be detailed so that the full depiction of the project's budget is submitted and reviewed by the IHAPP team.

In addition to this Sources & Uses, a 10-year operating pro forma breaking out all revenue and expenses, along with rent levels for each unit meeting IHAPP's affordability requirements must be submitted. The affordability table can be found here:

[MSHDA-Income-Limits-2026.pdf](#). Please include a chart indicating rental affordability levels for your county.

- Preservation projects: If the project entails the partial or entire renovation of a building, a Capital Needs Assessment (CNA) will be required. In cases of a light or moderate renovation, an architect's Building Condition Assessment could be considered after discussion with the IHAPP team

For for-sale development projects:

- **Feasibility:** To establish that a for-sale development project is feasible, a complete development budget indicating all approved or anticipated terms, along with all uses, is required and should include any predevelopment and acquisition sources & uses in addition to construction. Modeling of the sales process should include proposed sales price, projected holding costs, estimated closing costs, affordability levels, expected annual tax payments, along with any available abatements, available down payment assistance other than through IHAPP, and anticipated buyer mortgage terms should be submitted along with a monthly construction and sales schedule.

Note that for all rental and homeownership projects using the IHAPP grant for development activities, a 10-year retention period is mandatory for the IHAPP income affordability requirements, memorialized in a regulatory agreement and deed restriction. If a for-sale unit were to be sold by the approved buyer prior to the end of the 10-year retention period, maintaining affordability requirements, ensuring a buyer qualifies as an IDD person, and other responsibilities of the awardee will stay with the land and transfer to the new owner. Likewise if a rental property is sold prior to the end of the 10-year retention period, responsibilities for maintaining affordability requirements of the tenants, continued occupancy by IDD eligible persons, and other responsibilities of the awardee will stay with the land and transfer to the new owner. The 10-year retention period begins when all IDD units are placed in service.

For a project awarded funds for developer administered homebuyer assistance, the retention period is set at 5 years. All other policies regarding the retention period noted above remain in effect for a developer administered homebuyer request.

Design Standards

Proposals will be reviewed for design standards that provide the highest level of accessibility and assistive techniques to support independent living for people with Intellectual and Developmental Disabilities. Principles and design methodology that projects are encouraged to consider include:

- Universal Design - an example can be seen at this link for a [City of San Antonio ordinance](#)
- Inclusive Design Standards [by the Kelsey Center](#)
- Disability Advocates of Kent County offers standards and resources on Inclusive Design at [Inclusive Design Education | Disability Advocates Kent County](#)
- Section 504 Standards - applies to accessibility requirements for Federally assisted new construction and substantial alterations of existing Federally assisted housing. These units must be constructed in accordance with the [Uniform Federal Accessibility Standards \(UFAS\)](#) or a standard that is equivalent or stricter.
- Neuro-inclusive Design - Descriptions of neuro-inclusive design can be found in a report published by the Autism Housing Network, "[A Place in the World](#)," by viewing the

“Physical Amenities” section on page 55 and the “Housing Marketplace” section starting on page 72.

- Green and Energy Efficient Design - examine ideas for Green design and construction techniques at [Enterprise Green Communities](#).
- North Carolina State University’s Center for Universal Design has information on design principles at the [Center for Universal Design | College of Design](#)

There is no one-size-fits-all approach that can be prescribed for the housing needs of the IDD population. As part of a submission, applicants should describe the design practices integrated into the housing and how they meet the needs of IDD individuals and families whom the project is identifying as its target market.

Technical Assistance

CHN will provide limited general technical assistance to help broaden access and build capacity among developers who may be less experienced—particularly small-scale developers, nonprofits, and those located in rural communities. Technical assistance can help a developer address their capacity to prepare a submission to this RFP, or for any potential subsequent ones. Technical assistance will include:

- Offering limited one-on-one support to answer questions
- Pointing applicants toward resources
- Access to Year 1 Technical Assistance Sessions, found here: [IDD Housing Access Pilot Program - Community Housing Network](#)

CHN is not acting as a developer, consultant, or part of any applicant's development team. CHN will not:

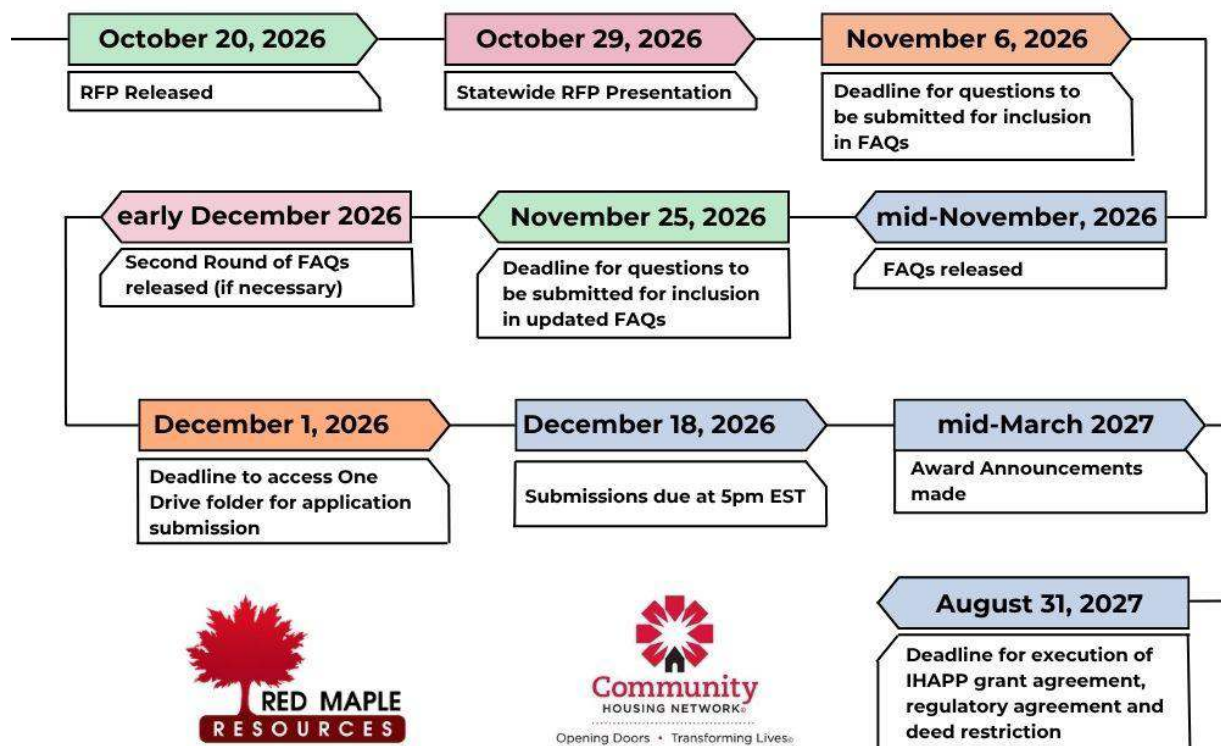
- Draft or review grant agreements or legal documents on behalf of applicants
- Represent applicants in municipal processes, public hearings, or negotiations
- Provide detailed consulting services for structuring complex financing packages or completing applications

CHN's role prior to the submission of proposals in response to the RFP is to help orient developers to the process and ensure that smaller or less experienced organizations have equitable access to apply. The responsibility for assembling a full development team, securing financing, and carrying a project to completion rests with each applicant and its development team.

To request a time to meet and discuss any provisions of this RFP or if a proposed project would be eligible to apply, please send a message to iddhousing@chnincnet.

RFP Release & Submission Process

Project Timeline



Once the RFP has been released in October, questions may be submitted to IDDhousing@chninc.net for inclusion in a Frequently Asked Questions (FAQ) document that will be released on the IHAPP website: [IDD Housing Access Pilot Program - Community Housing Network](#). FAQs will be updated up to two times during the application window period. Questions must be submitted by the stated deadlines to be included in the final updated FAQ document.

During the Statewide RFP presentation (link to access meeting found [here](#)), interested applicants will have the opportunity to ask questions of CHN and its team. The submission window will be open for two months, with **submissions due December 18, 2026 by 5pm EST**. There will be approximately a three-month review period, with **decisions announced in Mid-March, 2026**.

Submissions will initially be reviewed for completeness in relation to the items required in the checklist below. If a submission is deemed incomplete, CHN, at its option, may request clarification or request additional information be submitted, or deem the submission incomplete and ineligible to be fully reviewed and scored. Complete submissions will be reviewed and

scored by a team of CHN staff and consultants in relation to the below evaluation criteria. Input may be sought from an Advisory Committee.

Submissions will be made through a portal managed by CHN. To access the portal through the IHAPP website, navigate to the application link here and complete the basic information requested: [IDD Housing Access Pilot Program - Community Housing Network](#). Applicants must set up and access their OneDrive folder by December 1, 2026. This folder will be used to submit all application materials. The deadline allows time to troubleshoot any access issues before the final submission date. If you have any trouble accessing your OneDrive folder, please contact iddhousing@chninc.net immediately.

Evaluation and Scoring Criteria

Submissions will be reviewed on a number of criteria detailed throughout this RFP. The following rubric will be used to score each submission. Applications will only be compared for similar project types and developer experience. During the period between the award letter and executing closing documents for an IHAPP grant, projects that experience significant changes that would have resulted in a lower score for their application may have their awards re-evaluated.

Experience/Capacity	Developer, Development Team Members, Development Consultant (if engaged), Financial Capacity	20 points
Project Readiness	Site Control, Local Approvals, Entitlements, Environmental Report, Community Support, All sources of financing identified	25 points
Financing Commitments	Sources, LOI/term sheets	15 points
Feasibility	DCR, NOI, Pro forma analysis, Project Reserves	20 points
Community Inclusion and Supportive Services Plan	Scoring rubric included in Addendum A	25 points
Design & Construction	Design Standards, Assisted Technology, Accessibility, Green/Energy Efficiency	20 points
TOTAL		125 points
Bonus	Amount of leverage of other sources 10:1 leverage ratio 8:1 leverage ratio 6:1 leverage ratio 4:1 ratio leverage 2:1 leverage ratio	<i>5 points</i> <i>4 points</i> <i>3 points</i> <i>2 points</i> <i>1 point</i>
	Affordability commitments extending beyond minimum requirement of 10 years (>5 years for DPA)	Up to 5 points
	Housing Choice Vouchers, 811 vouchers or other rental assistance will be provided to eligible IHAPP tenants	Up to 5 points
	Project located outside of a County receiving Year 1 IHAPP awards (i.e. outside of Muskegon, Kent, and Oakland Counties)	Up to 5 points

Submission Package Checklist

PLEASE NOTE: File names for uploaded documents should follow the file naming protocol laid out in the application portal. Reach out to IDDhousing@chninc.net with any questions.

– Requirements, All Projects

- ☐ **01. Cover Sheet –**
 - ☐ Complete the form that can be downloaded from the portal
- ☐ **02. Narrative –**
 - ☐ A. Comprehensive project summary including details on location, scope of project, proposed affordability levels, targeted population, design standards, and nearby amenities
 - ☐ B. Experience of development team including at a minimum, the developer, co-developer, general contractor, architect, property manager, consultant, and service provider(s).
 - ☐ C. Narrative should also include brief marketing plan with data on the need and demand for the unit(s) to be rented to IDD persons
 - ☐ D. Timeline of project including milestones related to predevelopment activities, entitlement approvals, securing financing sources, construction schedule, and initial lease-up and operations
- ☐ **03. Sources & Uses / Operating Pro Forma –**
 - ☐ Detailed Sources & Uses depicting all acquisition, predevelopment, and construction items, and clearly identifying the IHAPP investment
 - ☐ Pro forma extending at least 10 years for rental projects showing all operating revenue and expense assumptions, rent levels for all units, and debt service.
 - ☐ For for-sale projects, must include proposed sales price, projected holding costs, estimated closing costs, affordability levels, expected annual tax payments along with any available abatements, available down payment assistance other than through IHAPP, and anticipated buyer mortgage terms should be submitted along with a monthly construction and sales schedule.
- ☐ **04. Commitment Letters –**
 - ☐ A. Letter of Interest from senior lender or term sheet if available
 - ☐ B. LIHTC reservation letter
 - ☐ Description of any anticipated soft financing or other sources
- ☐ **05. Developer Financial Statements –**
 - ☐ A. Two most recent audits for non-profit developers.
 - ☐ Most recent year-end internal financial statements
 - ☐ Most recent quarterly internal financial statements
 - ☐ B. Previous three years' year-end financial statements for for-profit development companies.

- ☐ Personal financial statements for all private developers party to the ownership of the proposed project, dated within 2 months of the submission
- ☐ **06. Evidence of Zoning**
- ☐ **07. Evidence of Site Control**
 - ☐ Preliminary title work
- ☐ **08. Phase I Environmental Study** (if required), or other applicable environmental studies
- ☐ **09. Community / Neighborhood Support –**
 - ☐ Regional Housing Partnership (RHP) support letter from RHP lead/co-lead organizations for the region in which the project is located.*
 - ☐ Letters of support from local community development corporations, other grassroots non-profit organizations, or block clubs
- ☐ **10. Community Inclusion and Supportive Services Plan –**
 - ☐ See Addendum A for detailed plan requirements
- ☐ **11. Adherence to Disclaimers in Addendum B –**
 - ☐ (acknowledged by signature in the submission portal)
- ☐ **12. Developer Attestation Form in Addendum C –**
 - ☐ (acknowledged by signature in the submission portal)

*The support letter must state how the proposed project meets both the regional plans' goals and MSHDA's statewide housing plan goals. A link to the Michigan Statewide Housing Plan, along with the Regions and Lead Partners, can be found here: [Statewide Housing Plan](#)

Due Diligence Checklist

After an IHAPP award is made, at a minimum, the following items on the checklist will need to be submitted in order to receive a commitment. CHN may require additional documents be submitted specific to a project beyond what is listed here for your informational purposes. CHN will also accept third party documents from the lead lender's underwriting or due diligence process with an appropriate reliance letter. This list is provided as a demonstration of additional or updated information that will need to be submitted later in the IHAPP approval process. The final list may include items customized to a particular projects' circumstances.

PLEASE NOTE: File names for uploaded documents should follow the file naming protocol laid out in the portal. Reach out to IDDhousing@chninc.net with any questions.

– Requirements, All Projects (other than acquisition of a single-family home)

- ☐ Organizational Documents
- ☐ Partnership Agreements
- ☐ Development Agreements
- ☐ Updated Commitment Letters or Term Sheets
- ☐ Updated Sources & Uses
- ☐ Updated Proforma
- ☐ Recent Quarterly and Year-end Developer Financial Statements and Audit
- ☐ Updated Phase I Environmental Study
- ☐ Phase II Environmental Report, if required by Phase I
- ☐ Building Permits
- ☐ Evidence of Appropriate Insurance Policies
- ☐ Title Commitment
- ☐ Property Survey
- ☐ General Contractor and Architect Licenses
- ☐ Sample Lease(s)
- ☐ Walk-through of Existing Building
- ☐ Detailed Income Verification Policy
- ☐ Appraisal (within 6 months)
- ☐ Video tour of site and existing buildings (if applicable). Video of existing buildings must show exterior and interior conditions. Those include, but are not limited to: roof (to the extent possible), exterior walls, all major building systems and sample apartment(s).
- ☐ Subcontractor Debarment Searches (instructions to be provided) or Subcontractor letter
- ☐ Any other changes or updates since application

ADDENDUM A

Community Inclusion and Supportive Services Plan and Scoring

Applicants must complete a Community Inclusion & Supportive Services Plan describing how the proposed project will support integration, choice, and inclusion for residents with intellectual and developmental disabilities (IDD) in alignment with the Housing Community-Based Services (HCBS) Settings Rule approved for Michigan.

Applicants must demonstrate evidence of peoples with lived experience with IDD having provided input into the CISS plan.

COMMUNITY INCLUSION & SUPPORTIVE SERVICES

PLAN

Threshold Requirements (must meet to be eligible):

- The setting is not on or adjacent to institutional grounds.
- Services are voluntary and not a condition of tenancy.
- Residents have rights consistent with HCBS standards (privacy, choice, and community access).
- Compliance with Fair Housing, ADA, and Section 504 requirements.

Please respond briefly to each question below. You may include attachments or supporting documents as needed.

1. Setting Type and Location

- Describe the setting type (rental, homeownership, scattered site, etc.).
- Explain how the location promotes community access — e.g., proximity to transit, shops, recreation, jobs, healthcare facilities, or other everyday community amenities.
- Confirm that the housing is not on the grounds of, adjacent to, or operated in connection with an institution (such as a hospital, nursing facility, or intermediate care facility).
- If the setting could be perceived as “campus-like,” explain how it will still ensure integration and community inclusion.

2. Integration of IDD and Non-IDD Residents

- What percentage of units are designated for individuals with IDD?
- How will IDD and non-IDD residents be integrated within the development (e.g., mixed throughout buildings, access to shared spaces, participation in community activities)?

- Describe how the development, design, and management practices will promote inclusion rather than segregation.
- What strategies will be used to help residents connect to their broader community (e.g., neighborhood groups, volunteer opportunities, classes, or recreation)?
- How will the property or program avoid creating a “campus” or isolated setting where residents spend most of their time only with others with disabilities?

3. Service Model

- Describe the types of services that will be available to residents (e.g., case management, life skills, transportation support).
- Explain how services are voluntary and not a condition of tenancy or homeownership.
- Provide information about relationships your organization has developed with service providers in the community. Identify examples of how you have worked with providers to structure and coordinate the delivery of their services to residents in projects developed by your organization. If possible, illustrate outcomes that were achieved to meet the needs being addressed. Note how long the collaborations with service partners have existed. Attach MOUs or letters of commitment if available.

4. Referral, Eligibility, and Tenant Selection

- Describe how eligible residents will be referred to the housing opportunity. Provide detailed description of referral organizations, processes, waitlists, etc.
- Explain how you will ensure the process is fair, transparent, and in compliance with fair housing and civil rights laws.
- How will you coordinate referrals with community partners, or other agencies?
 - If you plan to maintain a waitlist, describe how it will be managed.

5. Neuro-Inclusive and Universal Design Features

- Describe design elements that support residents with sensory, cognitive, or physical differences (e.g., clear wayfinding, adjustable lighting, visual cues, quiet spaces, step-free access).
- Explain how these features will support independence, safety, and inclusion for all residents.

6. Transportation and Community Access

- Describe available transportation options, including public transit, accessible sidewalks, paratransit, or other mobility supports.
- How will residents connect to jobs, schools, medical care, and community activities?

7. Property Management and Tenant Rights *(for rental projects only)*

- Describe property management policies that protect residents' rights, privacy, and choice consistent with the HCBS Rule (e.g., lockable doors, visitors at any time, choice of furnishings).
- How will staff be trained to uphold these rights and respond to reasonable accommodation requests?
- Explain how residents can file complaints or request assistance if their rights are not upheld.

8. Input from People with Lived Experience

- Include a description of how the Applicant created a process for people with the lived experience of IDD to have input into the CISS plan.
- Explain the feedback provided and how that was incorporated into the CISS elements listed above.

SCORING RUBRIC (120 Points Total)

Category	Criteria	Points
1. Setting Type & Location	Site is integrated within the community, near services and amenities, and not institutional in nature. Clear narrative or map provided.	15
2. Integration of IDD & Non-IDD Residents	Units for IDD residents are well-dispersed, residents share common spaces, and inclusive practices are described.	20
3. Service Model	Services are voluntary, community-based, and support resident choice; MOUs or credible partnerships are included.	15
4. Referral, Eligibility & Tenant Selection	Process is transparent, fair, and consistent with fair housing; clear coordination with service systems.	15
5. Neuro-Inclusive & Universal Design	Design features enhance accessibility and sensory comfort; evidence of thoughtful integration.	15
6. Transportation & Community Access	Reliable transportation options described; site promotes access to employment, education, and community amenities.	15
7. Property Management & Tenant Rights (Rental only)	PM policies uphold autonomy, privacy, and choice; staff training and grievance processes described.	15
8. Input from People with Lived Experience	People with Lived Experience are given an opportunity to learn about the proposed development and provide input into all of the elements listed above; feedback impacts the final project structure and policies	10
Total Possible Points		120

Total scores will be prorated as follows to fit into the overall RFP scoring rubric:

Community Inclusion & Supportive Services Plan Score	Overall RFP Score
120	25
115	24
110	23
105	22
100	21
95	20
90	19
85	18
80	17
75	16
70	15
65	14

Community Inclusion & Supportive Services Plan Score (cont)	Overall RFP Score (cont)
60	13
55	11
50	10
45	9
40	8
35	7
20	4
15	3
10	2
5	1
0	0

ADDENDUM B

RFP Disclaimer and Applicant Acknowledgment

Application to the IHAPP will require applicants to certify that they have read, understand, and agree to the terms and conditions of the following Disclaimer and Applicant Acknowledgment. A form will be included in the submission portal for the applicant's signature.

RFP Disclaimer and Applicant Acknowledgment

Community Housing Network, Inc. (“CHN”) is administering this Request for Proposals (“RFP”) on behalf of the Michigan State Housing Development Authority (“MSHDA”) pursuant to Public Act 346 of 1966 and applicable Housing and Community Development Fund (“HCDF”) guidelines. By submitting a proposal, the applicant acknowledges and agrees to the following terms and conditions:

1. No Commitment or Obligation

Issuance of this RFP and receipt of proposals do not obligate CHN to make any awards or execute any agreements. CHN reserves the right to reject any or all proposals, to waive informalities or technical defects, to request clarification or additional information, or to cancel this RFP in whole or in part at any time without notice or liability.

2. Equal Opportunity and Non-Discrimination

CHN administers this program in compliance with all federal, state, and local civil rights, fair housing, and equal opportunity laws. CHN and its agents, contractors, and employees shall not discriminate against any applicant or participant on the basis of race, color, religion, national origin, sex, age, disability, familial status, sexual orientation, gender identity or expression, or any other protected class. Submission of a proposal does not create any entitlement to funding or future participation in CHN or MSHDA programs.

3. Proposal Evaluation

Proposals will be reviewed in a fair, consistent, and impartial manner in accordance with the published criteria and program priorities under Public Act 346 and the HCDF Allocation Plan. Evaluation decisions are final and not subject to administrative or judicial appeal.

4. No Contract or Legal Rights Created

Submission of a proposal or participation in this process does not create a contract, agreement, or any legal or equitable right to funding. No applicant shall obtain any legal rights or remedies of any kind unless and until a fully executed grant agreement has been signed by authorized representatives of CHN and the applicant. CHN shall not be liable for any costs incurred in preparing or submitting a proposal or for any damages resulting from participation in this process.

5. Indemnification and Limitation of Liability

The applicant agrees to hold harmless, indemnify, and defend CHN, MSHDA, the State of Michigan, and their respective officers, employees, agents, contractors, and representatives from and against any and all claims, demands, liabilities, damages, losses, costs, or expenses—including reasonable attorney fees—arising out of or relating to the applicant’s participation in this RFP process or any decision regarding an award or denial of funding.

6. Conflict of Interest and Ethics

CHN staff, contractors, and advisory committee members are bound by conflict-of-interest and confidentiality requirements. Applicants must disclose any real or potential conflicts. Any attempt to influence the review or selection process may result in immediate disqualification.

7. Compliance with Applicable Law

Applicants and any award recipients must comply with all applicable federal, state, and local laws and regulations, including but not limited to Public Act 346 of 1966, the Fair Housing Act, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and MSHDA's HCDF program rules and reporting requirements.

ADDENDUM C

Developer Attestation Form

Application to the IHAPP will require applicants to certify that they have read, understand, and agree to the terms and conditions of the following Developer Attestation form. A form will be included in the submission portal for the applicant's signature.

Developer Attestation Form

(To be signed by developer)

Developer /Company Name: _____

Business Structure (Please circle one): LLC / Sole Proprietor / Corp / S Corp / Other

If other, please specify: _____

As a condition of participation in projects funded through Community Housing Network's IDD Housing Access Pilot Program, I certify to the best of my knowledge and belief that:

1. Neither my company nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or contractor.

2. Neither my company nor its principals have within the past five (5) years been convicted of, or had a civil judgment rendered against them for, commission of fraud or criminal offense in connection with public/private contracts; violation of antitrust statutes; embezzlement, theft, forgery, bribery; falsification or destruction of records; making false statements; tax evasion; receiving stolen property; making false claims; or obstruction of justice.

3. Neither my company nor its principals are presently indicted or otherwise criminally or civilly charged by a government entity with any of the above offenses.

4. Neither my company nor its principals have within the past five (5) years had one or more public transactions terminated for cause or default.

I understand that false statements may result in termination of this contract and/or other remedies available under law.

Authorized Representative Name (Print): _____

Title: _____

Signature: _____

Date: _____