

Methow Valley Long Term Recovery
Housing Availability and Affordability Strategy & Action Plan
Request for Proposals
December 16, 2015

Summary and Background:

Since organizing in July of 2014, Methow Valley Long Term Recovery (MVLTR) has identified the issue of housing availability and affordability as an important factor underlying the community's ability to respond and recover from a disaster, and a central tenant of long-term community resilience, vitality and economic viability. As such, the Methow Valley Long Term Recovery Board of Directors, a diverse group community and business leaders, has prioritized housing as an area of strategic focus.

At this time, there is no organization in the Methow Valley with a central mission of advancing issues of housing availability and affordability in the Methow Valley. Discussions with existing organizations in the community suggest that no existing entity is in a position to take on this work, though many of these organizations share in the goal of seeing this issue understood and addressed. Initial community partners of Methow Valley Long Term Recovery in this project include Room One, The Cove, the Methow Conservancy, Twisp Works, and the Twisp and Winthrop Chambers of Commerce. Methow Valley Long Term Recovery and its partners hope to catalyze community understanding, action, and capacity through this project.

Project Purpose and Description:

The Methow Valley Housing Strategy and Action plan is designed to serve as a catalyst for developing strategies to ensure available and affordable housing in the Methow Valley. MVLTR is seeking a professional independent contractor to pursue the following project goals:

1. To complete a professional assessment to examine and “define the problem” of housing availability and affordability in the Methow Valley; and
2. To provide the community with specific housing recommendations and strategies to address the identified challenges; and
3. To build our community's capacity to ensure that housing is available and affordable in the Methow Valley into the future by helping the community organize in support of the identified “next steps”.

Guiding Project Questions: What are the housing availability and affordable housing needs of the Methow Valley? What strategies can our community adopt and what capacities does our community currently have, and which do we need to develop in order to meet the housing needs of those who call the Methow Valley home today and into the future? What are the specific and actionable “next steps” that will position us to best meet the housing needs of the Methow Valley community?

Project Scope:

The scope of this project includes three central activities:

Part One: Establish a Starting Point for Community Action

- a. Work with MVLTR and project partners to recruit, convene and organize a diverse Steering Committee to help shape and implement the work included in Parts Two and Three.

Part Two: Conduct Assessment

- a. Develop and implement an assessment (including opportunities for community participation) to answer the following key housing-related questions, and as may be modified through Steering Committee input:
 - i. How should we define housing availability and affordability in our community?
 - ii. What is the current state of housing availability and affordability in the Methow Valley and which community sectors are most affected by a lack of available or affordable housing?
 - iii. What resources or facilities currently exist to provide for the housing needs of the Methow Valley community?
 - iv. How effective and accessible are the existing resources for those seeking available and affordable housing options in the Methow Valley?
 - v. How is the local business community impacted by issues of housing availability and affordability?
 - vi. What trends or expectations can we have for the future of housing availability and affordability in the Methow Valley?

Part Three: Identify and Support Engagement of Housing Strategies

- a. Given what we learn through the assessment in Part Two and the values and strengths of our community, identify the most effective strategies the Methow Valley should consider pursuing in support of housing availability and affordability.
- b. Assess and communicate lessons learned by other similar communities which have attempted to adopt recommended housing strategies.
- c. Recommend a framework, including ideal partnerships, for the Methow Valley community to develop to ensure that housing availability and affordability have a home in the Methow Valley into the future.

Deliverables:

- Executive summary and comprehensive written report of needs assessment data, key assessment findings, recommended housing strategies and community action plan recommendations.
- Presentation of assessment findings and recommendations to key stakeholders and/or the community at-large, including facilitation of a participatory planning workshop for identified stakeholders to help build on recommendation.
- A list of external resources or individuals/organizations who may provide additional support to those advancing efforts in our community.
- A list of community members generated throughout the process who specifically indicate an interest in further involvement around issues of housing availability and affordability.
- A summary of available grant or other funding resources tied to the report recommendations for action steps.

Criteria for successful project:

- Employ participatory research methods and provide ample opportunities for community participation and involvement.
- Incorporate voices of individuals who have faced or are facing housing availability or affordability issues.
- Collaborate across community organizations and sectors in recognition of the fact that available and affordable housing impact all sectors of our community (social service, education, business community, government agencies, etc.)

Proposal Guidelines:

Proposals should include the following items:

- Summary of qualifying work and project experience;
- Proposed strategy to attain proposed project goals, including budget;
- Samples of completed projects reflecting similar purpose and approach;
- Names and bios for all project staff or professional sub-consultants;
- References

All proposals should be submitted to Jason Paulsen, President, Methow Valley Long Term Recovery at: jason@methowconservancy.org or via US Mail to: PO Box 71, Winthrop, WA 98862 by close of business on Wednesday, January 27th, 2016.

If the individual/ organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or contracted work.

Contract terms and conditions will be negotiated upon selection the final contractor. All contractual terms and conditions will include scope, budget, schedule, and other necessary items pertaining to the project.

Project Timeline

Request for Proposal Timeline: All proposals are due **Jan 27th, 2016** by 5pm, PST. Interviews will be completed by mid-February with work starting as soon as possible following contracting.