

Shelter Capital Funds Notice of Funds Availability (NoFA) Informational Session #1

GRANTS-IN-AID TO NONPROFIT ORGANIZATIONS FOR CAPITAL IMPROVEMENTS TO FACILITIES THAT ARE USED TO HOUSE THE HOMELESS OR PROVIDE SERVICES TO THE HOMELESS.



Connecticut
Department of
HOUSING

Monday, September 8, 2025

Today's Agenda

- 01** Welcome – DOH Commissioner Seila Mosquera-Bruno
- 02** Shelter NoFA Overview – Sonya Jelks, Housing Sustainability & Interagency Council Program Manager
- 03** Application Review – Lisa Quach, Housing & Community Development Manager
- 04** Procurement Process – Paul Jorgensen, Architectural & Technical Services Manager
- 05** Environmental Review – Dr Mithila Chakraborty, Environmental Analyst II
- 06** Payment Requisitions – Lisa Quach, Housing & Community Development Manager
- 07** FAQs and Open Questions Session



Connecticut
Department of
HOUSING

PUBLIC ACT #151, 2024
AS AMENDED
SECTION 8-15

ITEM NO. 15

DEPARTMENT OF HOUSING

GRANTS-IN-AID TO NONPROFIT ORGANIZATIONS FOR CAPITAL IMPROVEMENTS TO FACILITIES
THAT ARE USED TO HOUSE THE HOMELESS OR PROVIDE SERVICES TO THE HOMELESS

REQUESTED: An Allocation and Bond Authorization \$10,000,000

FROM: Sec. 9(c) Acct. No. 12052-DOH46900-43841

Total Authorization	\$15,000,000
Previous Allocations	-0-
Balance Unallocated	<u>\$15,000,000</u>

REASON FOR REQUEST:

These funds are requested to provide grants-in-aid to non-profit organizations that own and operate facilities that are used to house or provide services to homeless individuals, including, but not limited to, shelters, day shelters, homeless hubs and other facilities, to make capital improvements.

Such improvements may include, but are not limited to, renovations, rehabilitations, architectural and engineering costs, and any other related costs. They may not include acquisitions, demolitions, purchases of land or buildings, or capital improvements to permanent supportive housing.

Funds are requested as follows:

Total, This Request \$10,000,000

SHELTER CAPITAL IMPROVEMENT FUNDS

The goal of this NOFA is to provide capital funding to upgrade the condition of existing emergency shelter and other homeless service facilities (such as food banks and soup kitchens), including upgrades to support the overall health and safety of shelter residents.

- Examples include:
 - improvements to kitchens, bathrooms and sleeping areas
 - beds
 - generators
 - painting
 - plumbing and electrical repair and upgrades
 - heating and air conditioning systems
 - energy conservation



WHO SHOULD APPLY?

Eligible applicants include:

- Nonprofit organizations with IRS 501(c)3 tax-exempt status
- State-recognized nonprofit organizations that **own** the facility
- State-recognized nonprofit organizations that **own** the facility and have a long-term lease with another nonprofit that provides services for individuals and families that are experiencing homelessness at that facility

AND

- Provides services for individuals and families that are experiencing homelessness at that facility.

*A long-term lease should be for at least **ten** (10)+ years and not scheduled to expire during the construction period.



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FUNDING OVERVIEW

- Minimum award per applicant is \$50,000.
- Maximum award per **applicant** is \$1,000,000 (including multiple sites)
 - One application per facility (CEPA intake required for each address)
- Will be provided as GRANTS
- **Will be awarded via a needs-based application process and administered by DOH until funds are fully committed/expended.**
- Applicants having needs above the \$1,000,000 maximum may apply to DOH for assistance through the [*Development Engagement Process*](#).
- Homeless Shelter Facilities and Homeless Services Facilities funding will be allocated on a case-by-case basis as selected by DOH.



YOU SHOULD KNOW...



A GRANT means NO repayment is required

BUT

There will be a Use Restriction recorded on the land records to ensure use of the property for homeless services for **not less than ten (10) years.**

What's ELIGIBLE?



Renovation or repair of existing facilities

Accessibility modifications (ADA compliance)

Safety and security improvements (e.g. fire suppression, alarm systems, lighting, cameras)

Upgrade or repair of HVAC, plumbing and electrical systems

Cost of a Capital Needs Assessment (CNA)

What's NOT ELIGIBLE?



operational expenses



expansion or creation of a facility



projects not directly related to facilities that serve the homeless population.



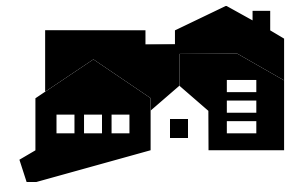
acquisitions/purchases of land or buildings,



demolitions



capital improvements to permanent supportive housing.



Connecticut
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Application



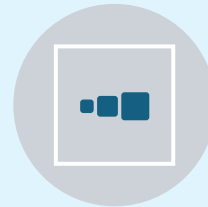
Can be found on DOH website after September 12, 2025



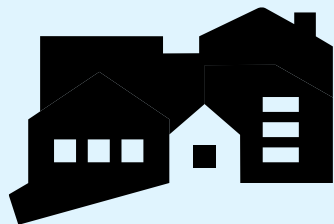
Must be fully complete when submitted.
Put N/A if applicable, no blanks.



Submit completed application with required documents.



One application per **facility**.



Connecticut
Department of
HOUSING



Required Documents

- Completed and Signed
- Shelter Capital Improvement Funds Application including Project Budget
- Completed and Signed Connecticut Environmental Protection Act (CEPA) Intake Form
- Proof of site control (deed and lease agreement if another nonprofit is providing services)
- IRS 501(c)3 Letter, or state-recognized equivalent, whichever applies
- Submit ALL documents
<https://tinyurl.com/DOHShelterCapitalFunds>



Proposals will be evaluated based on the following:



How proposals address the Goal of the NOFA



Urgency of the proposed repairs



Need/impact of the capital improvements



Cost reasonableness of the proposal



Readiness of the project to proceed

Procurement Requirements of Shelter Capital Funds



Architectural & Technical Services
Connecticut Department of Housing



Three Cost Levels

Determine Solicitation Requirements

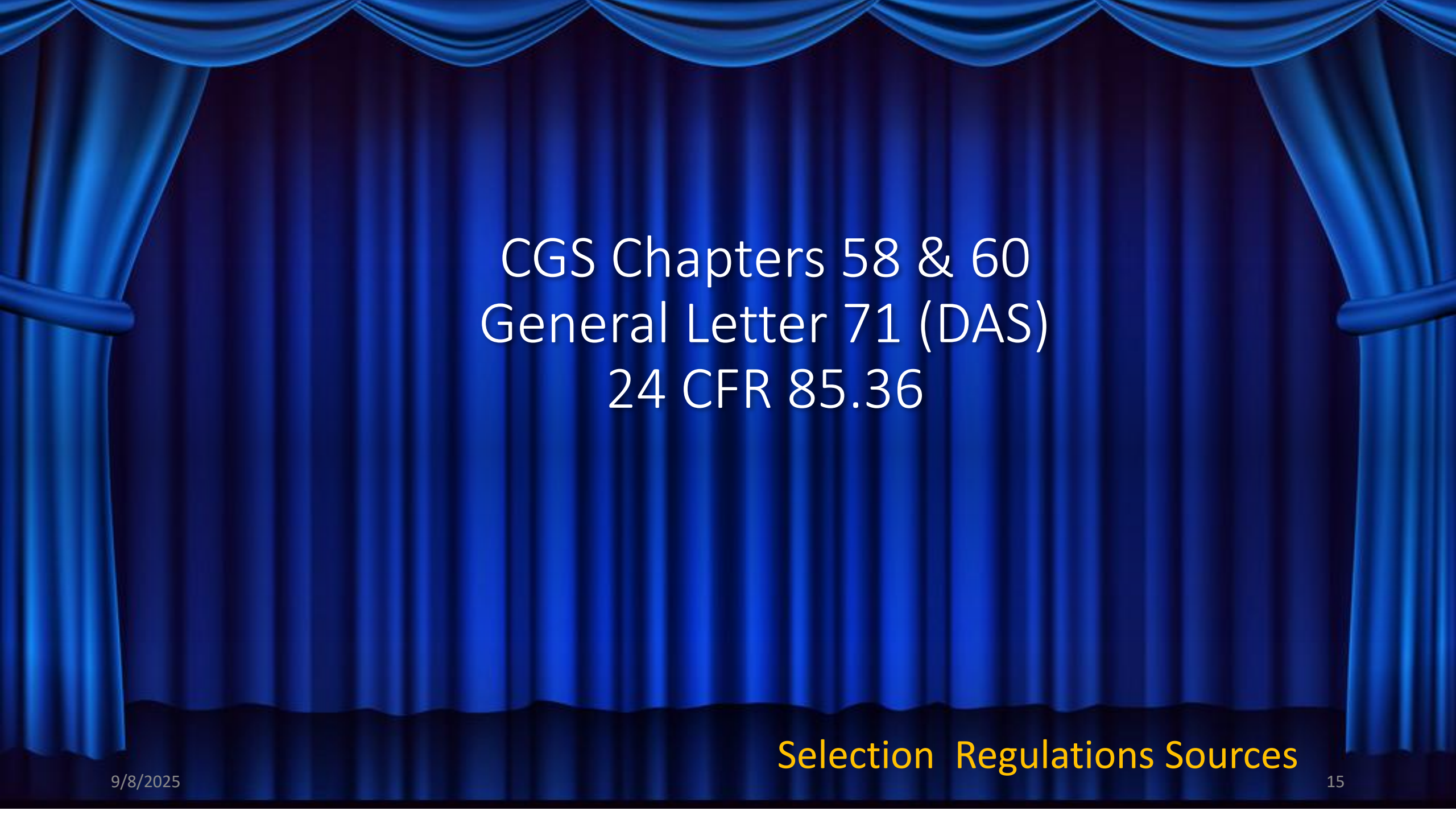
\$ 5,000

MICRO PURCHASES

\$ 50,000

SMALL PURCHASES

\$ 100,000

The background of the slide is a deep blue color with a pattern of vertical pleats, resembling stage curtains. The curtains are slightly parted on the left and right sides, revealing a dark blue stage floor. The text is centered in the upper half of the image.

CGS Chapters 58 & 60
General Letter 71 (DAS)
24 CFR 85.36

Selection Regulations Sources

REGULATION

General Letter 71

a) Minor nonrecurring purchases of any type of goods or services up to \$5,000 (annually, per item) ., also known as direct or open market purchases, may be made without obtaining quotations or bids.

\$5,000≤

GOODS-SERVICES-CONSTRUCTION
MICRO-PURCHASES

- **SOLE SOURCE**

REGULATION

General Letter 71 (DAS)

b) Purchases over \$5,000 and up to \$50,000 (annually, per item) must be based upon, when possible, at least three written quotations or bids, from responsible and qualified sources of supply.

\$50,000 ≤

GOODS-SERVICES-CONSTRUCTION
SMALL PURCHASES

- COMPETITIVE
- WRITTEN SCOPE OF SERVICES
 - MINIMUM 3 WRITTEN QUOTES/BIDS/PROPOSALS

REGULATION

General Letter 71 (DAS)

c) Purchases over \$50,000 and less than ***(\$100,00 /DOH/FED)** \$200,000 (annually, per item) must be based upon, when possible, at least three written quotations or bids, from responsible and qualified sources of supply. Agencies must also publish their request for quotation or bid notice on the State Contracting Portal in accordance with the provisions in Connecticut General Statutes Section 4e-13.

\$50,000 - \$100K

GOODS-SERVICES-CONSTRUCTION
SMALL PURCHASES

- COMPETITIVE
- WRITTEN SCOPE OF WORK
- MINIMUM 3 WRITTEN BIDS/PROPOSALS
- STATE CONTRACTING PORTAL

24 CFR 85.36 -Procurement

(iv) Awards will be made to **the responsible firm** whose proposal is most advantageous to the program, with **price and other factors considered; and**

(v) Grantees and sub grantees may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. **The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services.**

\$100,000 +

SERVICES-GOODS

OPEN

COMPETITIVE PROPOSAL

- RFP/RFQ
- WRITTEN EVALUATION CRITERIA
- PUBLICALLY ADVERTISED
- MINIMUM 3 PROPOSALS

SELECTION REQUIREMENTS

24 CFR 85.36 -Procurement

Bids are publicly solicited, and a firm-fixed-price contract (lump sum or unit price) is awarded to the **responsible bidder** whose bid, conforming with all the material terms and conditions of the invitation for bids, is **the lowest in price**. The sealed bid method is the preferred method for procuring construction, if the conditions in 85.36(d)(2)(i) apply.

\$100,000 +

CONSTRUCTION

SEALED BIDS

OPEN COMPETITIVE

- INVITATION TO BID
- WRITTEN EVALUATION CRITERIA
- PUBLIC/FORMAL ADS
- MINIMUM 3 BIDS

COMPETITIVE PROCUREMENT

The receipt of three acceptable responses is considered the minimum threshold for “competitive” procurement. When solicitation for quotes, an RFP/Q process or ITB receives fewer than three acceptable responses, **DOH must be contacted in writing for approval of selection from less than 3 responses.**

OPEN COMPETITIVE PROCUREMENT

“Open” to the public by formal advertising and a competitive RFP/Q ITB selection process.

Selection Regulations

PROHIBITION

Funding Recipients are prohibited from breaking down requirements into multiple purchases that are less than the applicable threshold (commonly called 'bid splitting' or "unbundling") merely to permit use of the small purchase procedures or avoid any requirements that apply to purchases that exceed those thresholds. However, larger requirements may be broken into smaller ones to afford SC, WBE or MBE the opportunity to participate in the Funding Recipient's procurements.

SCOPE OF SERVICES
FIRM QUALIFICATION REQUIREMENTS
3 REFERENCES
SELECTION CRITERIA
SUBMITTAL INSTRUCTIONS
DATES-FORMAT-TIME

DOH reserves the right to review the
RFQ/P prior to finalization.

RFP

RFQ

COMPONENTS

RFP/Q DEVELOPMENT

SCOPE OF SERVICES

General Description of Project:
site/type/# of units etc.

Unusual Conditions/Requirements

Funding Program Requirements

General Description of Services/Deliverables

Special Expertise or Services

Proposed Time Schedule

“Include Qualifications if using Scope of Work Only”

RFP/Q DEVELOPMENT

Selection Committee

The Client shall establish a selection committee to screen and evaluate RFP/Q responses, select the qualification firms and request free proposals, interview qualified firms, and make final selection. **The committee should be assembled prior to the release of the RFP/Q.**

DOH Reserves the right to review the selection process prior to finalization.

SELECTION

RFP/Q DEVELOPMENT

Professional Services

RFQ

2 Phase/Step Process.

1. Screening by Qualifications
2. Request for Fee Proposals to top 3-5 selected through qualification screening.

RFQ

1 Phase/Step Process. Qualifications are the selection criteria.

The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services.

RFP

1 Phase/Step Process.

1. Fee Proposals & Qualifications are selection criteria.

RFQ vs RFP

SOME SUGGESTIONS FOR CRITERIA

Qualifications and experience of personnel to be assigned to the project team

Ability to provide the services within proposed project schedule time constraints

Firm's awareness of project's issues, opportunities, and constraints

Project team's composition and experience on similar projects

Quality and performance of past services

Hourly fees and expense schedule

References feed back record

RFP/Q DEVELOPMENT

SELECTION CRITERIA

SCREEN

The committee shall screen all responses received for compliance with the RFQ. Responses that do not comply with the intent of the RFQ MUST not be considered in the selection process.

EVALUATE

The Committee shall establish evaluation criteria and forms for the purpose of evaluating and ranking each respondent's qualifications. The evaluation/ranking forms shall be finalized prior to the receipt of the proposals.

RANK

The committee shall review the responses and rank the firms according to their qualifications and criteria important to the project. The committee should develop a “short list” of the top three to five firms, which, in their judgments, are deemed to be most qualified to perform the required professional services.

RFP/Q DEVELOPMENT

REVIEW of CRITERIA

RFP/Q DEVELOPMENT

NOTIFICATION

The client shall notify the short-listed firms of their selection and request each firm to submit their fee proposal for complete services based on the scope of services, as amended if necessary. The request shall stipulate the date and time for receipt of the fee proposals. The request shall also indicate the terms and conditions of the contract and the required time frame for providing professional services. Those firms not selected to submit fee proposals shall be so notified.

REQUEST for FEE PROPOSALS

“Short List”

EVALUATE

The evaluation of each of the fee proposals by the selection committee and client, shall consider the overall ranking of the firm and the fairness and reasonableness of the proposed fee.

RESUBMISSION

If there is a significant disparity among the fee proposals the client shall request each firm to substantiate their proposal during the interview, as appropriate. If the review reveals that the overall scope of services has been misinterpreted or lacks sufficient clarity, then the committee shall issue appropriate clarification to each firm and request a resubmission of proposals.

RFP/Q DEVELOPMENT

REVIEW of FEE PROPOSALS

RFP/Q DEVELOPMENT

INTERVIEWS

INTERVIEW TOP 5 (You need 3 Fee proposals Minimum)

The client shall arrange an interview of the top firms. The firms should be provided at least one-week advance notice of a date and time for their interview

INTERVIEW EVALUATION FORM

Prior to the interviews the committee shall prepare an evaluation form with predetermined selection criteria to allow interviewers to uniformly and independently evaluate the firms.

CONSIDERATIONS

- Project team management plan.
- Location and quality of office facilities.
- Project control measures to monitor schedule and budget.
- Availability of staff, based on firm services load.
- Quality of services of similar projects.
- Awards and past client recommendations.
- Financial stability of firm.
- Overall team rating.

RFP/Q DEVELOPMENT

INTERVIEWS

TIME, REEVALUATION & RERANKING

The interviewed firms shall be allotted the same amount of time for their interview. The committee members must evaluate and rate each firm during and/or immediately following each interview. After all interviews are completed, the members should reassess their initial evaluation of each firm in comparison to the other firms' evaluations. The committee shall rank the firms in order of overall preference.

RFP/Q DEVELOPMENT

COMMITTEE RECOMMENDATION

The selection committee should provide a formal written recommendation of selection to the client.

NOTIFICATION

The selected firm shall be notified of its selection. Those firms not selected shall be so notified. The selected firm shall be requested to prepare and submit the applicable contract along with the required certificates of insurance.

FINAL SELECTION

RFP/Q DEVELOPMENT

FINAL SELECTION

“THE WINNER”

The committee shall select the firm, which in accordance with the selection criteria, is most qualified to perform the required design services OR THE LOWEST QUALIFIED RESPONSIBLE BIDDER OR FEE PROPOSAL.

A background of blue curtains with a white curved line on the right side.

CONSTRUCTION
\$100K+

**INVITATION
TO
BID**

INSTRUCTIONS TO BIDDERS
PROJECT DESCRIPTION
TERMS & CONDITIONS
BID FORM
DRAWINGS & SPECIFICATIONS
NOTIFICATION TO BIDDERS
DOH SUPPLEMENTARY CONDITIONS
SAMPLE CONTRACT
BONDING REQUIREMENTS
SUBMISSION DATES GUIDELINES
CONTRACTOR QUALIFICATIONS
FUNDING SOURCE
WAGE REQUIREMENTS

DOH reserves the right to review the Bid Package prior to finalization.

CONSTRUCTION
\$100K+

**BID
PACKAGE**

CONSTRUCTION MANAGERS

RFQ FOR SELECTION OF Construction Manager
INVITATION TO BID for selection of SUB-CONTRACTORS

Because most CM fees are usually by Construction
Cost unless Identity of Interest

2 STEPS

CONTRACTOR QUALIFICATIONS

If there is any type of relationship between the contractor-owner, contractor-developer, the sub contractors \$100K+ must be procured by open competitive Invitation to Bid, \$50-\$100K & \$5K<\$50K must follow small purchase procedures.

IDENTITY OF INTEREST

FORMAL ADVERTISING

MINIMUM

State Contracting Portal (1 week min)
Town of Project Location Website (1 week min)
Statewide Paper Legal Notices (2-day min)
CHRO requirements

Required for \$50K+ Services, \$100K+ Construction

THE AD

RFP/RFQ/ITB ARCH/CM or GC/SUB

_____ is seeking a qualified Arch/CM/GC for a Multi-Family Housing Project. The project consists of the construction of #__ new/rehab mixed-income housing units on property located at anywhere, CT. The development will be funded through CT DOH and other sources. Affirmative Action and Equal Opportunity regulations apply. A full copy of the RFP/RFQ/**Invitation to Bid** is available from _____ by emailing a request to _____ . (or however you want applicants to get additional info)

RECAP

\$5,000 \$50,000 \$100,000

FIND COST LEVEL

SOW RFP RFQ ITB

Competitive

3 Proposals/Bids

Advertise

FIND & SELECT CONTRACTORS

Questions?

Thank you!

Project Review for CEPA requirements of Shelter Capital Funds



Architectural & Technical Services
Connecticut Department of Housing





CEPA INTAKE FORM APPLICATION TO DEPARTMENT OF HOUSING DOH.CEPA@ct.gov

Include:

- Project description, Site plan
- CEPA Intake form with relevant information and attachments
- Phase I Environmental Site Assessment (ESA) Report
- Hazardous Materials Report
- Include 40% drawings and specifications

<https://portal.ct.gov/-/media/doh/conapp/connecticut-environmental-policy-act-intake-form-rev-may-2024.pdf>

9/8/2025

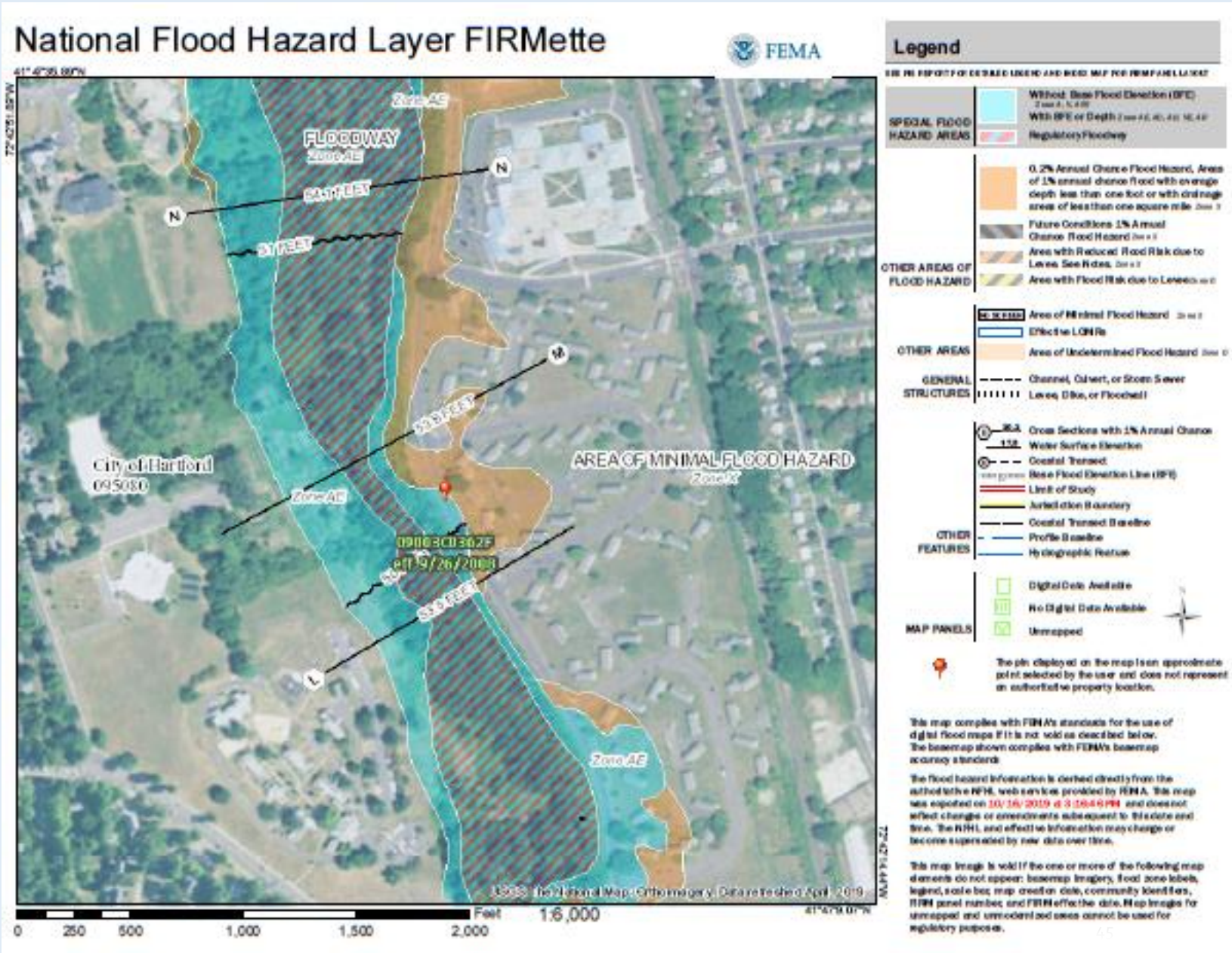
 STATE OF CONNECTICUT DEPARTMENT OF HOUSING		 Seila Mosquera-Bruno
Connecticut Environmental Policy Act (CEPA) Intake FORM		
<i>Exhibit 4.5.b</i>		
<p>The purpose of the Connecticut Environmental Policy Act (CEPA) is to identify and evaluate the impacts of proposed state actions that may significantly affect the environment. The CEPA Intake Form provides information necessary for deciding whether or not further actions are needed which may include opportunities for public review and comment. Submit a completed CEPA Intake form, a location map with site/bldg flagged, a FEMA Flood Map with the outline of the site boundary, and an existing and proposed site plan to DOH.CEPA@ct.gov after 40% Drawings & Specifications or at minimum 120 days for new construction, 60 days minimum for rehab projects before the application submission. Forms submitted within 120 days (New Construction) or 60 days (Rehabilitation) of application submittal or at the time of application may delay review and funding consideration.</p> <p>For joint federal/state projects submit completed NEPA Environmental and Statutory assessment checklists if available.</p>		
Project Name:		# of Phases
Project Address		
Brief Project Description: Include total acreage, physical improvements, demolition, any known environmental issues, change in use, etc. Include Funding Round if known.	Label and attach a separate sheet.	
<p>If this is a phased project, the answers & #'s given below must be for the completion of all phases.</p> <p>* Use OPM's Location Guide Map, NHC Map, and CTECO Map: https://experience.arcgis.com/experience/55905873aac649d469b740196163d1bd5/ https://www.nhc.noaa.gov/nationalsurge/ https://maps.cteco.uconn.edu/map-services/</p>		
Does any of the following apply to your project?		
<input type="checkbox"/> YES <input type="checkbox"/> NO	1. Developed land ¹ , existing water & sewer, exceeds 100K gsf or 100 residential units	
<input type="checkbox"/> YES <input type="checkbox"/> NO	2. Undeveloped Land, no existing water or sewer, exceeds 15,000 gsf or 15 or more units	
<input type="checkbox"/> YES <input type="checkbox"/> NO	3. Undeveloped land, water sewer access, exceeds 40,000 gsf or 40 residential units	
<input type="checkbox"/> YES <input type="checkbox"/> NO	4. Change in use of the existing facility by major reconstruction, rehabilitation, or improvements >100 units	
<input type="checkbox"/> YES <input type="checkbox"/> NO	5. New parking lot, garage, or addition to that increases capacity to 200 or more vehicles	

ed on National or
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boundary is less
or Aquifer Protection
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nced, or Village
as of Natural
Permit for
onstruction
waste statutes and
waste disposal *
be

Applicant Full Name		Applicant Organization	
Applicant Address		Applicant Signature	Date
DOH USE ONLY		Exempt From Scoping	
		Scoping Required per #(s)	
DOH Authorized Signature	Date		

Floodzone Compliance:

If a project location falls on any flood hazard area, Department of Housing may direct a project to the Department of Energy & Environmental Protection (DEEP)



Historic Preservation Compliance:

The Department of Housing
may direct a project to the
State Historic Preservation Office
(SHPO) if >50-year-old building



Department of Economic and
Community Development
State Historic Preservation Office

December 22, 2021



Subject:



Dear Mr.



The State Historic Preservation Office has reviewed the information submitted for the above-named property pursuant to the provisions of Section 106 of the National Historic Preservation Act and the Connecticut Environmental Policy Act.

The property located at 79-99 Van Block Avenue, known as the Martin Luther King Apartments, does not appear eligible for listing on the National Register of Historic Places. The proposed scope of work includes demolition of all existing 64 housing units and construction 161 new, 1 bedroom to 3 bedroom housing units, all within areas previously disturbed by construction of the existing housing complex. Based on the information provided, **no historic properties will be affected.**

The State Historic Preservation Office appreciates the opportunity to review and comment upon this project. These comments are provided in accordance with the Connecticut Environmental Policy Act and Section 106 of the National Historic Preservation Act. For further information please contact Marena Wisniewski, Environmental Reviewer, at (860) 500-2357 or marena.wisniewski@ct.gov.

Sincerely,

Jonathan Kinney
State Historic Preservation Officer

State Historic Preservation Office
450 Columbus Boulevard, Suite 5 | Hartford, CT 06103 | P: 860.500.2300 | ct.gov/historic-preservation
An Affirmative Action/Equal Opportunity Employer/An Equal Opportunity Lender

Site Contamination Compliance:

The Department of Housing will need an ASTM Phase I ESA report to make sure the property proposed for use be free of hazardous materials, contamination, toxic chemicals and gasses, and radioactive substances, where a hazard could affect the health and safety of occupants or conflict with the intended utilization of the property.

Sites known or suspected to be contaminated by toxic chemicals or radioactive materials include but are not limited to sites:

- (i) listed on an EPA Superfund National Priorities or CERCLA List, or equivalent State list;
- (ii) located within 3000 feet of a toxic or solid waste landfill site; or
- (iii) with an underground storage tank.

For any of these conditions, the grantee must provide an ASTM Phase I report.



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PHASE I ENVIRONMENTAL SITE ASSESSMENT

The Salvation Army – Shelter Property
225 South Marshall Street
Hartford, CT

December 2023

File No. 04.0191306.04



PREPARED FOR:

The Salvation Army
Hartford, CT

GZA GeoEnvironmental, Inc.

95 Glastonbury Boulevard, 3rd Floor | Glastonbury, CT 06033
860-286-8900

www.gza.com

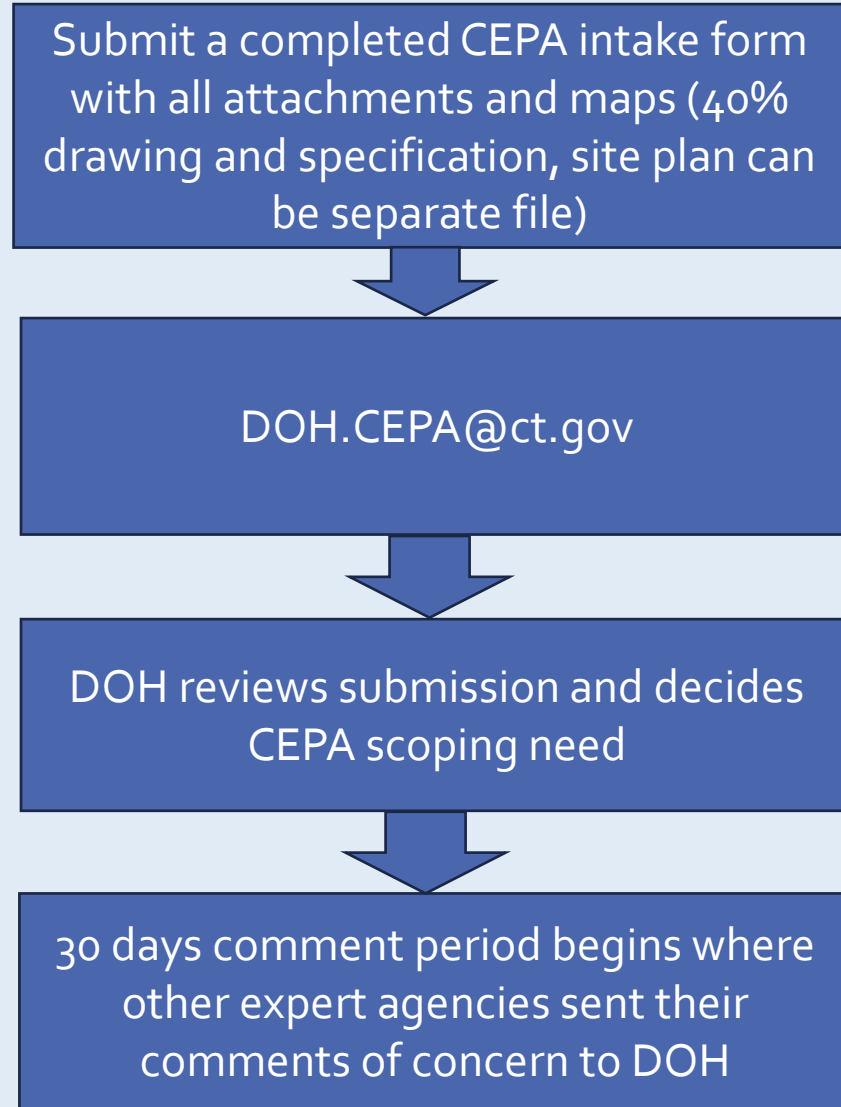
Copyright© 2023 GZA GeoEnvironmental, Inc.

Hazardous Materials Compliance:

The Department of Housing will need Hazardous Materials Survey report which should include:

1. Asbestos assessment (when building is built before 1980)
2. Lead assessment (when building is built before 1980)
3. Radon Assessment
4. Others (PCBs, Mercury etc.)

How it works!





Thank you...

Architectural & Technical Services Office
State of Connecticut
Department of Housing

Payments
 Reimbursement is
 not an eligible
 activity under this
 NOFA.

Expenses cannot be incurred until after a
 contract for financial assistance has been
 executed.

DOH REV.
9.5.2025



SHELTER CAPITAL FUNDS PAYMENT REQUEST

Grantee Information:

Grantee: _____ FEIN #: _____
 Grantee Mailing Address: _____ DOH Requisition #: _____
 Grant Amount: _____
 Budget Period: From: _____ T _____ COREID Number: _____

Payment and Certification:

I hereby request payment of DOH funds only for the above referenced project in
 \$ _____ as itemized on the following pages.

I hereby certify that these funds:

- 1) represents the DOH funds necessary to meet eligible project expenditures that have already
- 2) will not reimburse the Borrower for expenses paid or incurred outside of
- 3) will be expended in compliance with the approved Assistance Agreement and Budget, signed _____
- 4) The Verification of Expenditures form, with required backup documentation, will be submitted with all requests.

I understand that the Department of Housing reserves the right to determine the eligibility of all costs paid with these funds based on a final cost certification and audit.

Authorized
 Signature: _____

 Print Name and Title Date

DOH Use Only:

Project Manager: _____
 Date of most recent Quarterly Report: _____

Page 1

QUESTIONS?

Here are some
FAQs...

FREQUENTLY ASKED QUESTIONS

Homeless Shelter Facilities and Homeless Services Facilities Capital Improvement Funds
NOFA Release Date: 08/25/2025

- 1. Q: Where can I find a copy of the application and development budget?**
A: Application will be available on DOH website starting September 12, 2025.
- 2. Q: What if the estimated cost of renovation/repairs exceeds the maximum amount of \$1 million?**
A: Projects that will require more than \$1 million in funding will be referred to the [Development Engagement Process](#).
- 3. Q: Can this funding be used to pay for the acquisition of a property?**
A: No. These funds cannot be used to purchase land/buildings for the provision of homeless services.
- 4. Q: Can this funding be used to pay for repairs/renovations for facilities used as Permanent Supportive Housing?**
A: No.
- 5. Q: My organization provides services to individuals experiencing homelessness, but we do not own the building. Are we eligible?**
A: No. The applicant must own the facility.
- 6. Q: My organization provides services to individuals experiencing homelessness, but we are not a non-profit organization. Are we eligible?**
A: No. The applicant must be a state recognized non-profit organization.
- 7. Q: Will all applicants have to complete a Capital Needs Assessment?**
A: It is not required but some projects may be asked to have one completed depending on the scope of work.
- 8. Q: Is the project subject to Davis-Bacon?**
A: No.
- 9. Q: Will I be required to obtain legal counsel to close this deal?**
A: Yes. A licensed CT attorney will need to be hired, and costs will be included in the development budget and financial award.

FAQs

10. Q: Will the DOH take a lien on the Shelter?

A: There will be a Use Restriction recorded on the land records to ensure use of the property for homeless services for not less than ten (10) years

11. Q: What, if any, are the exclusions for a Capital Needs Assessment (CNA) firm?

A: There are no "exclusions". The firm, organization or individual must be licensed and have the requisite experience to conduct a CNA.

12. Q: Can my non-profit apply for funds to upgrade a rented space that we use as a shelter, with landlord permission and a long-term lease?

A: Long term lease must be at least ten (10) years and not scheduled to end during construction period.

13. Q: Do we need a professional cost estimate or bids in place to apply? Is this "prevailing wage" funding?

A: Will need to follow procurement and work on obtaining estimates. No Prevailing Wage

14. Q: What procurement requirements do the applicant have to follow?

A: All projects that will exceed \$100,000 in funding are subject to standard DOH procurement policy. The department may waive the requirement for bonds but will still require contractors to have insurance.

15. Q: If a purchase was made within this fiscal year, would it be an eligible expense for reimbursement?

A: No. Reimbursement is not an eligible activity under this NOFA. Expenses cannot be incurred until after a contract for financial assistance has been executed.

16. Q: Can we apply for both locations in one application or can we do two separate applications?

A: One application per address/facility but the maximum grant per agency is \$1 million.

17. Q: What other services can my non-profit organization provide to the community to receive funding.

A: Service costs are not an eligible activity under this NOFA. These funds are for capital repairs.

18. Q: Can the NOFA funding be used for wellness programs for the residents? If so, what type of programming?

A: Service costs are not an eligible activity under this NOFA. These funds are for capital repairs.

NEXT STEPS:

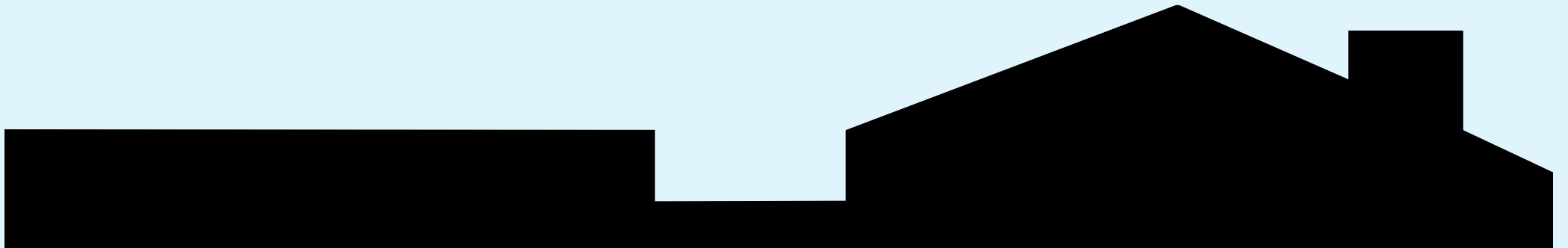
1) There are two virtual informational sessions on this DOH grant opportunity. Please register to attend at least one session.

- ~~• September 8, 2025 – 9:00 AM – 11:00 AM (Completed Today)~~
- September 11, 2025 – 4:00 PM – 6:00 PM

REMINDER: Applications accepted on a rolling basis:

- Application opens: September 15, 2025
- Application closes: Whenever all funds are committed

2) Apply for the grant!





Connecticut
Department of
HOUSING

Thank You!

Additional questions can
be directed to our email @

DOH.ShelterCapitalFunds@ct.gov

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