



Potential Project Questions & Considerations

Home Builders Care Foundation is a non-profit organization that provides cost-effective solutions to other non-profits with shelter and housing-related construction needs. We do not directly assist individuals.

We collaborate with other community groups (non-profits and/or local government agencies) to build and renovate community-based shelters and supportive housing facilities that are owned by agencies. Agencies with long-term (i.e. 10+ years) nominal leases (i.e. \$1 year) with a government or nonprofit landlord may also be considered on a case by case basis.

Potential new projects are evaluated regularly by the HBCF Board of Directors and its Project Committee. Organizations with the best chances of being selected as an HBCF project partner:

- have solid community support for their program and construction project
- the property involved is non-profit owned or leased long-term for a token amount
- are in compliance with local zoning, registration and licensing requirements
- offer needed supportive services and housing to help at-risk clients in need achieve stability
- have stable operational funding in place, and
- have the capability to potentially raise necessary matching funding to ensure completion of the project and are committed to using the property for its stated charitable purpose for ten years.

LOT CONDITIONS/ BUILDING

1. Does the beneficiary own the property outright? When and how was it acquired?
2. What are the general conditions of the property? Raw? Entitled? Finished?
3. What is the current zoning for the property?
4. What is the overall size of the property?
5. What are the expected needs to develop?

6. How old is the building?
7. Was it ever renovated? How old are the systems in the home?
8. Is there adequate parking for staff/visitors/residents?
9. Is the building handicapped accessible?
10. What is the overall size of the building? Square footage? Number of bedrooms and bathrooms?

ZONING / NEIGHBORHOOD

1. What is the current use/zoning for the building?
2. Is the agency in compliance with the current zoning and use?
3. How many unrelated individuals are allowed to live in residence at the property?
4. Are any changes needed to this zoning for the project to be undertaken?
5. Are there any known initiatives to redevelop the area?
6. Does the program/project have community and neighborhood support?
7. Is transportation to and from the facility easily available to clients?
8. Is public transportation available to clients?

PROGRAM CLIENTS and SERVICES

1. Is the program operator an approved public charity and in good standing with all federal, state and local governments?
2. What are the primary funding sources for program operations?

3. Are the current program funding sources sufficient? Is there a gap?
4. How stable are the funding sources?
 - a. Is the funding new? Are there a multi-year contract/grant(s) in place?
 - b. Is the funding diversified? Both public and private support?
5. Is the primary funder committed to seeing the program continue long-term?
6. Who are the program's organizational leaders? What is their experience?
7. What shelter-related & supportive services are offered through the program?
8. Does the program demonstrate a commitment to inclusiveness and diversity?
9. What is the target population to be served? (i.e. families, veterans, special needs, women, youth, persons in recovery. etc.) Please provide demographics if possible.
10. Why does the target population need your services? Please help us better understand your clients and the economic and social disadvantages and challenges they face.
11. How are clients referred to your program? By whom?
12. How many units/beds are licensed and available for the program?
13. How long can they stay?
14. Is there an operational plan in place?
15. How many clients are expected to be served in a year?
16. What is the success rate of the program?
 - a. How and when was the program started?
 - b. What is the mission? Will the project help further this mission?
17. Are the services needed in the community? Do they need to be adapted?
18. What other social services and housing support programs are available on-site and in the area?

PROJECT

1. Has a prioritized scope of work been prepared?
2. What is the anticipated project budget?
3. Is there enough project funding to guarantee the completion of the work?
4. How do you anticipate the acquisition/construction to be funded?
 - a. Who are the project partners? What are they bringing to the table?
 - b. Are there any stipulations about spending government-acquired and/or other similar funding?
 - i. Fiscal year timing of spending requirements?
 - ii. Davis-Bacon wage requirements?
 - iii. Section 3 requirements? 8A or similar requirements?
5. Are there any architectural drawings?
6. Are there covenants, conditions and restrictions (CC&Rs) to be considered?
7. Are there any green or sustainable elements being required or proposed?
8. Does the facility need to be built/renovated to meet ADA or other code requirements?
9. Do you have a building permit?
10. Are there any known environmental hazards such as lead paint, asbestos?
11. Has any demolition or other work already been done?
12. Has there been any engineering studies or environmental studies done?
13. Are there any structural or major system issues? (i.e. water/sewer, plumbing, electrical, HVAC, fire protection, elevator, etc.)
14. What are your plans for security?
15. How will the property be maintained?