



Examples from Successful MIH Applications

Kansas Housing Resources Corporation



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2.1 Narrative

The Zarah Apartments Project is designed to cater to young and mid-career workers in quintessential American jobs (nurses, teachers, police officers, social workers, etc.) as well as downsizing retirees that seek smaller, lower maintenance housing units. While this project will provide twenty four high quality housing units in downtown Great Bend, the ripple effect of this project also means that at least a handful of high quality single family homes will open up from downsizing as our project achieves full occupancy. The 2021 RDG housing study (pages 94-103) supports a strong demand for many types of new housing, particularly downtown rental units.

3.1 *Timeline of Project*

The project is expected to take 15 to 18 months from start to completion. The projected timeline of the project is as follows:

Design development & construction documents	January - March 2023
Notification of MIH and KHITC funding	April 2023
Receipt of private investment contribution	April 2023
Subcontractor bidding	April 2023
Construction Closing	May 2023
Interior demolition commences	May 2023
Structural repairs begin	June 2023
Interior construction begins	July 2023
Construction complete	July 2024
Appliances installed	August 2024
Marketing campaign begins	August 2024
Unit lease-up	August - September 2024

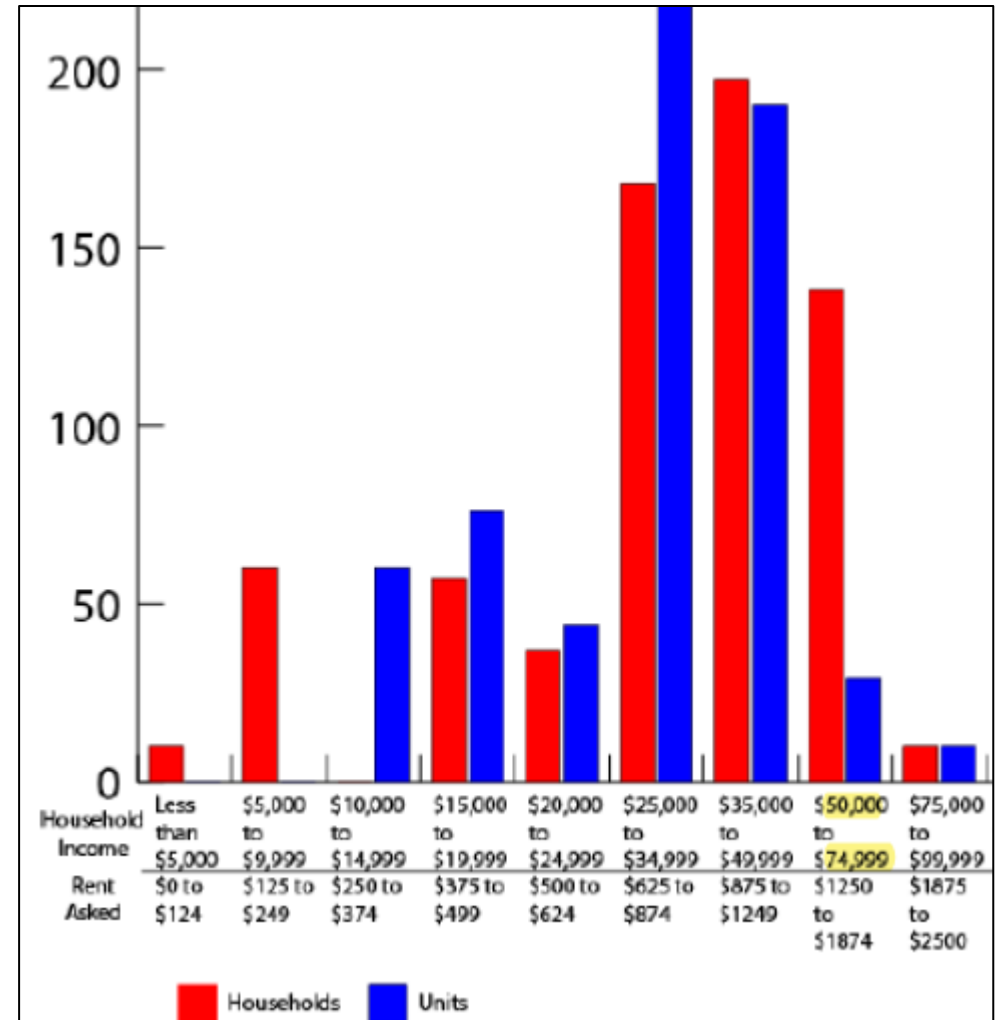
3.4 *Intended Market and Anticipated Pricing*

The City of Russell is proposing a Moderate Income Housing (MIH) project that will offer affordable living spaces targeted at young professionals desiring smaller, lower maintenance housing units. This strategy seeks to address the mismatch between existing housing inventory and the type of housing that is in demand. The Russell community has a very low inventory of moderate income housing available, and this project will add eleven (11) new units to that inventory.

in use for at least two decades and has fallen into disrepair. The three-story building will be redeveloped into 11 rental units ranging in size from 375 to 813 square feet and will include a mix of studio, one-bedroom and two-bedroom floor plans. The units will be loft-style with exposed brick walls, wood floors, and open ceilings to evoke an urban sense of style geared towards young professionals who cannot afford or do not desire to own a house. Rents are anticipated to range from \$550 to \$900 per month.

5.1 Housing Needs Analysis

The following graph shows the number of households within each income bracket and the number of rental units available for each income bracket. Unit availability is based on household income. Although the graph below shows a surplus of units for households between \$10,000 and \$34,999 annually...there is a significant supply issue in the \$50-\$75k AMI range which fits exactly within the 60-150% AMI range of the MIH program.



12. Leveraged Funds

- Housing Redevelopment Grant from the City of [REDACTED] (Common Requirements, Section 4.1) \$ 1,000,000
- Rural Housing Incentive District tax rebates (Common Requirements, Section 8) \$ 264,810
- MOU with City of [REDACTED] providing for water and sewer hookups and waiver of building permit fees (Common Requirements, Section 6) \$ 20,001
- Developer overhead and fees waived by [REDACTED] [REDACTED]
- Legal and accounting services provided by local attorney and CPAs on a pro bono basis Unknown
- KSU Development & Planning intern devoted 1/2 time to this project and funded through Nex-Tech's Nex-Generation program and charitable contributions \$ 6,150
- Landfill fees covered by the County Commission and County Attorney's Drug Fund \$ 800

The total amount of leveraged funding is \$1,291,761, which is 46% of the total cost of the development and is almost twice the amount of MIH grant funding requested.

13. Job Creation and Economic Development

As stated above, we know that at least 42 new jobs will be created by existing businesses within the next year. Some of those jobs will need to be filled by those with skill sets that do not currently exist within our community. As such, there will be a need to provide housing for new residents moving to the community. As discussed in Section 5 of the Common Requirements, "Housing Needs Analysis", there is already a shortage of available quality housing in Russell...

The median household income within the community of Russell is \$55,416. The average annual wage of the open positions at Russell Regional Hospital is \$43,472; the base salary for certified staff at USD 407 is \$40,500; PureField ingredients offers an average starting wage of \$23/hour or \$47,840; and the average annual wage of the open positions at the City of Russell is \$66,560. These wages all fall within the moderate income housing range for a single person.

The maximum initial rental rates for this project are expected to be in the range of \$50/month for a studio apartment to \$100/month for a two-bedroom. As such, all of the units in the proposed project fall within the moderate income housing range, even at the lower end of the range for one person occupancy (\$36,360).

Highlight Changes in Resubmissions

Since this is an updated application, we thought it may be useful to summarize a few of the changes that we incorporated in our new application and highlight some of the progress that has been made towards this development. We sincerely appreciate your consideration of this project. We hope these changes will further demonstrate our commitment to this project and the importance of an MIH award for this community. Since our last application, the following has been completed:

- Rearranged the narratives in our application to better reflect the RFP requirements from KHRC
- Made technical adjustments to our MIH excel application
- Adjusted KHITC per unit award request
- Received official funding commitment from our lender and updated our financial model to match the term sheet
- Applied for and received SHOVL funding from the Department of Commerce in the amount of \$25,000
- Completed both a Dept of Commerce HAT and a new Housing Needs Analysis modeled off the RHID HNA requirements

A Few Tips of the Trade

- Request for Proposals: Read the RFP, Read the RFP → Follow the RFP!
- Also read and utilize the Frequently Asked Questions (FAQs) → ask questions if they are not already answered!
- Go/No Go Meeting → not every funding opportunity is right for you
 - Use this opportunity to strategize, prioritize, and identify partners.
- Structure and format your proposal down to the letter of the RFP.



Tell Your Story / Paint a Picture

- Narrative and anecdotes are important – cite your sources
- However, data and numbers are king – back it up!
- Use formatting (bold, italics), pictures, graphs, and tables to add interest and summarize and break up text.
- Links, letters of support, video, etc.



Strengthening an MIH-specific Application

- 5. Housing Needs Analysis – ensure your project fits the needs identified
 - *Ask for what it says your community needs (or explain the difference).*
 - *Make sure the proposed unit size and configuration makes sense for the target market.*
- 13. Job Creation and Economic Development – draw the direct connections with unmet housing needs and the proposed project
 - *Include employer-specific numbers and data (e.g., jobs and salaries in MIH income range, commuter rates), not just general narrative (“we have difficulty filling positions”).*



Our team is here to help!

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General questions? Contact the entire team: MIH@kshousingcorp.org

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