

Application Submittal Requirements and Criteria

(1) Provide a detailed written narrative of the project and include information on project summary, project location, building height and number of stories, phasing plans, project demographic, development schedule, affordability breakdown, etc.

Nevada CARES Campus Phase 4 is a new construction two-story building with a height of 23 feet and 4 inches. The 50-unit affordable Supportive Housing Project is located at 1800 Threlkel Street. The project includes supportive infrastructure such as a community room, staff offices, training room, and laundry room. Other necessary infrastructure includes perimeter fencing, landscaping, dog kennel area, shade structure, outdoor recreational area, roadways, parking lots and underground utilities. Supportive Housing provides on-site case management to ensure clients are connected to medical and behavioral health systems of care needs thus empowering them to remain stably housed and reducing instances of repeat homelessness. The project is funded through the Home Means Nevada Initiative (HMNI) administered by the Nevada Housing Division.

Construction groundbreaking occurred on November 17, 2023, and the project funding must be fully expended by December 31, 2026.

The project's preliminary schedule is as follows:

Phase	Start	Finish
Site	December 21, 2023	August 24, 2024
Building Structure	February 12, 2024	October 3, 2024
Level 1 Interior	August 15, 2024	January 23, 2025
Level 2 Interior	September 13, 2024	February 20, 2025
Completion	January 24, 2025	March 7, 2025

The target population is the chronically homeless (experiencing homelessness for at least a year or repeatedly) struggling with a debilitating condition, and elderly residents that may not meet all the parameters to be considered chronically homeless.

The project shall be maintained as a Qualified Low-income Housing Project for Tenants at or below 60% of the Area Median Gross Income (source: Deed Restriction). This level of affordability will be maintained permanently beyond the required 30-year minimum.

(2) Provide signed and notarized owner and applicant affidavits.

Are we both owner and applicant and would it be this application that needs to be signed and notarized?

(3) In order to allow the reduction or subsidization, the City has adopted criteria that a project must satisfy to receive assistance in maintaining or developing the project for affordable housing. Provide all documentation supporting the applicable request and check one of the three criteria listed below (A through C) that the project will meet. [The project meets the criteria for A and B.](#)

A. Project provides housing for families? with an average total gross **income not exceeding 60 percent** of the area median income (AMI) for Washoe County and is eligible to receive a 75 percent reduction in the associated fee(s) for those units at or below 60 percent of the AMI.

A1. This project is also eligible to receive an additional 10 percent reduction because the project is located **within ¼ mile of a bus rapid transit route**; or

A2. **This project is within a Mixed-Use area** or within one mile of an Employment Area, as identified within the Structure Plan of the City of Reno Master Plan.

B. Project provides housing for families with an average total gross income not exceeding 50 percent of the AMI for Washoe County and **is eligible to receive a 100 percent reduction in the associated fee(s) for those units at or below 60 percent of the AMI.**

C. Project provides housing for families with an average total gross income not exceeding 30 percent of the AMI for Washoe County or 100 percent of the units being affordable for 50 percent of the AMI for Washoe County and is eligible to receive a 100 percent reduction in the associated fees.

(4) How many units will be affordable based on the criteria listed above?

All will be below 60% AMI with 25 targeted at below 30% AMI

(5) What is the total dollar amount of fees that you are requesting a reduction?

Building permit fees: a maximum dollar amount of \$300,000 is anticipated. (Brett estimates \$225,000 to \$275,000 but the budget line item is \$300,000.

*Sewer connection fees: proposed at \$500,000.

*Please note, approval of fee reduction does not guarantee sewer connection or capacity is readily available.