



7935

Denton Basic Services Center Supplier Response

Event Information

Number: 7935
Title: Request for Information for the Development of a Tiny Home Project
Type: Request for Information
Issue Date: 1/28/2022
Deadline: 3/1/2022 11:00 AM (CT)
Notes: The City of Denton (City) is pleased to issue this Request for Information (RFI) related to the development of a Tiny Home Project (THP) to provide housing for people experiencing literal homelessness who are living unsheltered as a part of the City's overall Housing Crisis Response System (HCRS). The HCRS is designed to achieve the community's shared goal of Making Homelessness Rare, Brief, and Nonrecurring.

The RFI is open to variety of organizations including social service providers, housing providers, real-estate organizations and any others with related expertise. It is being issued by the City as part of its continued efforts to partner with organizations and citizens across professional areas of expertise. We seek to identify the THP tiny home design, program model, risk, and operational structure.

Contact Information

Contact: Ginny Brummett
Address: Procurement and Compliance

901-B Texas Street

Denton, TX 76209

Phone: (No) phone xcalls

Email: ginny.brummett@cityofdenton.com

Denton Basic Services Center Information

Contact: Jane Piper-Lunt
Address: 1025 N Austin
Apt. A
Denton, TX 76201
Phone: (940) 395-3373
Email: dentonbasicservicescenter@outlook.com

The undersigned agrees this submission becomes the property of the City of Denton after the official opening. The undersigned affirms they have familiarized themselves with the specification, drawings, exhibits and other documents; the local conditions under which the work is to be performed; satisfied himself of the conditions of delivery, handling and storage of materials and equipment; and all other matters that will be required for the work before submitting a response.

The undersigned affirms that they are duly authorized to execute this contract, that this submission has not been prepared in collusion with any other respondent, nor any employee of the City of Denton, and that the contents of this submission have not been communicated to any other respondent or to any employee of the City of Denton prior to the acceptance of this submission.

The undersigned affirms that they have read and do understand the specifications, all exhibits and attachments contained in this solicitation package.

I certify that I have made no willful misrepresentations in this submission, nor have I withheld information in my statements and answers to questions. I am aware that the information given by me in this submission will be investigated, with my full permission, and that any misrepresentations or omissions may cause my submission to be rejected.

Deborah S Wright

Signature

dentonbasicservicescenter@outlook.com

Email

Submitted at 2/24/2022 4:23:34 PM

Requested Attachments

Executive Summary

rfifinal0 DBSC 02242022.pdf

Executive summary explaining the understanding of the RFI and vendor's means and approach to accomplish the requirements of the RFI.

Organizational Documents

RFI 501c3 attachment.pdf

organizations legal forming documents (certificate of incorporation, certificate of registration, articles of incorporation, certificate of formation, certificate of partnership, partnership agreement or equivalent document)

Bid Attributes

1 Submittal Instructions

Submissions to this RFI must be in Portable Document Format (PDF) file. Documents must be typed in 12-point font with margins of no less than 1" on all sides. Text may be single-spaced, double-spaced, or one-and one-half spaced. Format must be "reader friendly" to facilitate easy review. Paragraphs must be clearly distinguishable using Section and question number headers. Each page of the PDF, including exhibits, must be numbered sequentially at the bottom of the page to indicate "Page_ of _".

The City does not expect all sections or questions will be relevant to all potential respondents. We merely seek to identify different types of potential projects. To respond to this RFI please provide responses to only the questions that are applicable to your THP. For any questions that will not apply to your THP please indicate in the section or by question that it does not apply (DNA) to your project.

2 Business Name (if applicable)

Denton Basic Services Center

3	Contact Name Jane Piper-Lunt or Deborah S Wright
4	Phone (940) 395-3373
5	Contact Email dentonbasicservicescenter@outlook.com
6	Business Website No response

Denton Basic Services Center

What is a Basic Services Center?

This is a piece of property rented from local government which provides a safe, legal place for unsheltered people to sleep, store their things, and be able to call their home. It will have common toilets/showers and a kitchen with water, sewer, electricity, and trash pick-up, and is to be governed by the residents with oversight by the sponsoring group; in this case Denton Basic Services Center. It will be patterned after the stewardship villages described in Tent City Urbanism by Andrew Heben.

Our goal is always to bring dignity, worth, and real solutions to our unhoused neighbors by treating them as independent adults in ways that are keeping with their goals and needs, not by following a program or philosophy.

We are not an addiction treatment facility, nor a mental health or medical facility, but a neighborhood of citizens, like any other Denton neighborhood, with caring friends who are available to help the residents meet their own needs and overcome the barriers of having been homeless.

SECTION 1: ORGANIZATION

1. Legal Name.
Denton Basic Services Center
2. Legal Structure of a Business. Please include as an EXHIBIT, the organizations legal forming documents (certificate of incorporation, certificate of registration, articles of incorporation, certificate of formation, certificate of partnership, partnership agreement or equivalent document)

(See also Exhibits)

Denton Basic Services Center (DBSC) Is a 501(c)(3) nonprofit which has been in existence since 2017.

We are dedicated to providing Shelter for Denton's low income and homeless population now. We want to begin by creating a transformative tiny house village.

Project Team:

Jane Piper-Lunt, Chairman

Jane has been working with unhoused people since the mid-80's, when she was Director of an adult literacy program for her local school district. She is trained as a tutor and sensitivity/tutor trainer. She took a grant writing course from the North Central Texas Council of Governments and served on two different community development advisory boards, where she successfully convinced the regional HUD board to have their top priority changed back from public works to low-income housing. She has taken The United Way Mental Health first aid course, several leadership courses and organizational courses through both Boy Scouts of America and Girl Scouts of America. She and her husband have run a successful small business since 1995 where they have mentored several people in business practices. She has been an art teacher, a college English tutor, and a hospital post op medical assistant. Having been homeless herself, she is very familiar with the difficulties and obstacles of homelessness.

Layla Comeans, Vice Chairman

Her education about homelessness began at 14, living in a car. By the age of 18, she was a single mother herself and certified in the field of nursing. At 22, she married a superhero who trained her in the field of construction. She then organized and facilitated the launch of a successful residential and commercial repair and remodeling business with zero capital, which she owned and operated for 15 years. She has a diverse array of skills, both in business operations, construction, and project management. Her heart was to serve the community, which she did by providing low/no-cost repair services to elderly citizens in need. After relocating to Denton, she became a full-time volunteer, housing advocate, and founding member of the Quakertown outreach team, who, together with Bridging Hope, provided clothing, necessities, and thousands of weekend meals. Layla fully believes that it takes a village. And in the absence of a village, she's willing to build one.

Her certifications Include:

Construction Safety and Health

Modern Project Management

Facilities Management

Supporting Individuals with Intellectual Disabilities and Mental Illness

Health and Safety for Caregiving

Currently on course for certification as a Cognitive Behavior Therapist.

She currently serves on the homeowner Services committee for Habitat for Humanity.

Deborah Wright - Treasurer

Deborah spent her professional career, starting in the mid-80's, working with adults and teens in Education and Social Service positions. She has worked as a Parole Officer, Legal Assistant, Teacher (specializing in Adult Education, and Career and Technology), Appeals Analyst, and Librarian. She has a passion for working with people and helping them develop the personal and professional tools to succeed in anything they set out to do. Deborah has her Associate's degree in Legal Assisting (NCTC), Bachelor's in Criminal Justice (UNT), and Master's in Library and Information Science (TWU). She has also done graduate work in Correctional Special Education and Applied Technology, Training and Development at UNT. She is a former Treasurer, Catholic Daughters of America, local chapter and a Current member, Community Services Advisory Committee. Deborah believes that each person has value and deserves respect and the chance to make choices in what direction their life will take. Given the tools they need, every person can succeed. It's not up to us to define that success, but to provide the tools.

Mary Wright - Secretary/Historian

Mary has been working directly with people since she was 17, starting out caring for infants and children in both professional and volunteer settings. With knowledge and education in early child development, she has helped educate children and parents alike. While still having a passion for working with children, Mary now works with an active living 55+ community in the Community Standards Department, ensuring that neighbors are working together to keep everyone proud of their community. In any professional or day-to-day setting, Mary's main focus is to make sure that everyone around her feels supported and that they have the resources to make the best choices for their own life, whether that be by doing research herself or offering hands-on help.

Doug Gustafson - IT and Project Advisor

Doug is Chairman of HomesNOW! Not Later and has run two successful tiny house villages for two years and counting in Bellingham Wash. Doug is one of the original co-founders of HomesNOW. He has been a small business owner for over 10 years, providing community Information Technology (IT), graphic design, and web development services. Doug supports individual clients as well as regular ongoing 24/7 IT support for over a dozen medical clinics (over 200 employees, and 20+ servers).

Doug has a Bachelor of Arts degree in Humanities and Social Sciences with a minor in Sociology from Western Washington University.

Doug uses his well-rounded skillset to quickly adapt to new challenges as they arise and has experience automating and simplifying complex systems to ensure that everyone has clear lines of communication and access to the information they need to be successful.

Krystal Suttleworth - Procurement

Krystal has a double major Bachelor's of Science in Exercise & Sports Sciences and Psychology. She was a teacher and coach for several years before becoming a single mom. She served as a team leader for Celebrate Recovery, where she helped run the group meetings, led open share time for those struggling with co-dependency, and led step studies for women struggling from co-dependency, addiction, sexual assault, abuse, and various other traumas.

She started a single mom's group at Singing Oaks Church of Christ where she helped moms learn healthy coping mechanisms when feeling overwhelmed, taught moms how to deal with parenting solo & finding resources to connect with networks to relieve some of the stress that comes with parenting alone.

Beth Varma - Fundraising Chair

Beth grew up in Wisconsin, coming to Texas for graduate school at Baylor University, where she earned a Master's degree in Speech-Language Pathology. She is a Speech-Language Pathologist who has worked with adults with brain injury as well as in pediatrics. Beth has also volunteered in the areas of child abuse prevention and feeding the hungry. She believes every human being deserves respect and that each person should have the opportunity to build a life for their self that is truly their own.

Dallas Guill - Grants

Dallas Guill is the Director of Corporate and Foundation Communications in UNT's Division of Advancement. Mr. Guill received his Bachelor's degree in English and Master's degree in Professional and Technical Communication (both from UNT). He previously served as a grant writer for Texas Theater and membership associate for the Greater Denton Arts Council. During his time in Denton, Mr. Guill has worked with several non-profit organizations as a grant writer and fundraiser, including Thin Line Film Fest, Friends with Benefits Denton (which he co-founded), and Denton Animal Support Foundation. He also previously served as the chair for Giving Day Denton, in conjunction with Communities Foundation of Texas' annual North Texas Giving Day. He currently serves on the UNT ELEVAR Advisory Board.

SECTION 2: PROGRAM DESIGN

Please describe the THP program design and service provision. If the project will not provide programs and services skip to the next section. *For and questions that will not apply to you THP please indicate in the question field that it does not apply (DNA).*

1. Prior Experience. List any prior experience implementing, operating, or constructing emergency, short-term or permanent housing.

On our board is a gentleman who has successfully run two tiny house villages for two years in Bellingham, Washington. For the last year and a half, while waiting for the city to rent us land, DBSC has been serving the unhoused and low-income community through our Denton Water Project, distributing over 30,000 bottles of water, and has helped fill the Little Free Pantries. During the freeze of 2021 and the recent and current freeze, DBSC has given away 40+ heaters, 50 sleeping bags, tents, over 300 hand warmers, dozens of thermal socks, 40 bags of 4 days' worth of food, hats, coats, gloves, blankets, hand crank/solar radio and phone chargers, and other requested specialty items, all financed with private donations. Along with that, each board member had "adopted" citizens to transport to medical appointments, take grocery shopping, helped get into motels and housing, get transportation fixed, and sign up for rental assistance, while advocating for a more humane inclement weather policy and educating the general public of the issue of homelessness.

2. System Role: What role will this THP play within our systemic efforts to Make Homelessness Rare Brief and Nonrecurring?

Unlike congregate shelters, tiny house villages provide the stability needed for people to rebuild their lives, including the support and encouragement of peers who understand what they have been through, and the privacy to work through their recovery. As a result, they are better prepared to move towards permanent housing than being housed straight from the street. This transformational approach, providing a place for healing within a community, gives residents the opportunity to experience stewardship.

3. Service Delivery. In your service delivery model as described below include which on-site services will be directly provided by your organization. *For any collaborations and partnerships in the provision of on-site services, please respond in Section 3.*
- a. Best Practices. How will your THP incorporate the following?
- Housing first principles
 - Harm Reduction principles
 - Trauma-informed care principles
 - Housing focused Case Management principles

We agree with Mark Weber, of MIT and producer of Poverty Inc., that our mission should be about the relationship, not a cause, and that, “The recipient is the expert on the issue.” We also agree with Alan Graham, founder of Community First, that, “Housing will never solve homelessness, but community will.”

Best Practices. A procedure that has been shown by research and experience to produce optimal results and that is established or proposed as a standard suitable for widespread adoption. To our knowledge, there have been no studies on tiny house villages vs direct placement from street to apartments. There is only one scientific study done on a tiny house village, the Burns Institute Center of Housing and Homelessness research on Denver’s Beloved Village.

<https://www.coloradovillagecollaborative.org/beloved-community-village>

Report from Lisa T Alexander, Professor of Law at Texas A&M University School of Law, Co- founder and a Co-Director of Texas A&M School of Law’s Program in Real Estate and Community Development Law, COMMUNITY IN PROPERTY: LESSONS FROM TINY HOMES VILLAGE states, “Stewardship also grants formerly homeless people decision-making control over resources in a manner similar to ownership. Property possession through stewardship also connects stewards to economic resources and social networks that maximize their self-actualization, privacy, human flourishing, and community participation. While tiny home villages for the homeless and stewardship should not replace more traditional forms of shelter or affordable housing, they

can supplement those forms by increasing the meaningful housing choices available to vulnerable people.”

<https://www.google.com/urlsa=t&source=web&rct=j&url=https://www.law.nyu.edu/sites/default/files/Community%2520in%2520PropertyAlexander%2520NYU%2520Law.pdf&ved=2ahUKEwjI0luN571AhUTkokEHTBdAMQFnoECA0QAQ&usg=AOvVaw2V4TY0M3e-sKTlxXbsEpx->

- Housing first principles:

The difference between the “Housing First” model and the resident stewardship model is that HF emphasizes caseworkers getting and keeping people housed, where resident stewardship is about helping people heal from the trauma of street life and helping them out of survival mode through community. Certainly, housing is important, but having a support system of peers and those people who are there for them 24/7 accelerates their ability to reenter society and achieve their goal of a purposeful, productive life.

- Harm Reduction Principles:

No drugs or alcohol will be allowed on the property. Several villages we have surveyed say because of this rule and the security and support provided within the village community, many people no longer need drugs or alcohol to cope, quitting on their own. Should someone request substance abuse treatment, we will refer them to an appropriate service.

- Trauma-informed Care Principles:

According to the CDC, the 6 core principles are:

- 1. Safety**
- 2. Trustworthiness & transparency**
- 3. Peer support**
- 4. Collaboration & mutuality**
- 5. Empowerment & choice**
- 6. Cultural, historical, & gender issues**

“Adopting a trauma-informed approach is not accomplished through any single particular technique or checklist. It requires constant attention, caring awareness, sensitivity, and possibly a cultural change at an organizational level. On-going internal organizational assessment and quality improvement, as well as engagement with community stakeholders, will help to imbed this approach which can be augmented with organizational development and practice improvement.” -CDC Center for Preparedness and Response

This exactly describes the stewardship community model.

- **Housing focused Case Management principles:**

The stewardship community model that is central to the proposed Tiny Home Village provides the type of trauma-informed, person-centered services that are basic to housing focused case management.

- b. **Basic Needs: How will you address participant basic needs such as Housing, Food, and Sanitation (water/wastewater, and solid waste services)?**

Tiny houses provide safe, private housing, a stocked kitchen will provide a means for residents to participate in meal preparation with access to shared food and assistance will be provided to residents who need to obtain an EBT card. City water, sewer and waste management services will be used for Sanitation.

- c. **Supportive Services. How will you provide case management, diversion, financial assistance, etc. In addition, how will behavioral health crisis intervention be provided, and will the service provision be available on-site or on a facilitated on-call basis.**

This is a neighborhood, not a contained shelter. Case managers are volunteer friends who may be contacted at any time to assist residents with any help they need. Weekly village meetings will be held to discuss needs, problems, and solutions. Board members will also be available to

them. The village council will be expected to decide how to deal with most issues regarding violation of community policies. The stable environment provided by the village will make it possible to ensure residents receive proper and adequate medical and mental health services as they can be seen on site by partnering professionals. This will reduce the need for emergency care.

A behavioral health crisis is an emergency that can arise due to mental illness, substance abuse, or another medical condition. Since medical and substance abuse issues resulting in a behavioral crisis must be ruled out before assuming a Psychiatric crisis, triage and diagnosis would be handled by medical professionals through emergency services by calling 911. In the event a resident is already being treated by a professional for a diagnosed mental health condition, that professional would be contacted, first taking into consideration the safety of the resident, as in any other crisis situation.

- d. Intake Process: What is the step-by-step intake process for a participant? All current City Service Agreements require providers of Homeless services to participate in Homeless Management Information System (HMIS). Include in the intake process description when data will be entered in HMIS. How data quality will be monitored? And who will be responsible for ensuring data quality?

Intake will be through an application process. Persons interested in living at the village can apply on our website if able to do so. If they don't have access to a computer or smartphone, they will be able to complete their application in person. Assistance will be provided if requested. Applicant data will be tracked throughout the process

Applicants are chosen for an interview based on the organization's assessment of the candidate's likelihood to succeed in a community village setting. Applicants will not necessarily be excluded on the basis of criminal history, or substance use disorder, however, HomesNOW will do a thorough background check to look for warning signs, such as

recent criminal activity, in regards to potential issues that could arise if an individual were to become a resident of the village. If an applicant meets these criteria, they are given a phone interview. After the interview, if the village seems to be a good fit for the applicant, we obtain a picture of their driver's license or ID and send it to the police department to check for active warrants. Once that process is complete, the applicant is invited to a community meal and "meet and greet" with all of the residents. The residents, as well as the staff, each have one vote, and decide together whether the person will be accepted as resident.

- e. Referrals: How will your program provide necessary referrals to other mainstream benefits, increase income, etc. How will your program engage in provider-to-provider communication to make sure there are successful referrals and connections to indicated interventions. How will you receive referrals from other organizations?

DBSC will maintain open lines of communication with representatives of other agencies. Referrals will be made on the basis of residents' expressed needs. If a resident requests guidance or assistance in obtaining connections with other agencies or services, it will be provided. Referrals will be taken from other agencies and reviewed as with any other applicant.

- f. Housing Transitions: How will you assist persons to obtain permanent housing?

We will assist them in any way they choose.

4. Accessibility

- a. Differing Abilities: How will you meet the requirements of the Americans with Disabilities Act (ADA), and how you will accommodate participants with disabilities? Please include participants with mobility, visual, hearing challenges, and service animals.

All community buildings will be ADA accessible, individual units will be modified according to need.

- b. Limited English Proficiencies: How you will accommodate participants with limited English proficiency and provide translation services.

If no one on the grounds speaks the language, phone translation apps will be utilized and we have multiple volunteers who speak different languages.

- c. LGBTQ Participants: How you will work with LGBTQIA+ and how will your program be inclusive of transgender and gender non-conforming individuals.

This community will be all-inclusive. Preferred pronouns as given by each individual will be respected. Each and every individual participating in this program, residents and volunteers alike, will be treated with equal respect; discrimination of any kind will not be tolerated. A non-discrimination agreement must be signed upon application for entrance into the community, and signs will be posted as reminders.

- d. Pets: How will you accommodate participants with animals at your facility?

They will be allowed to live with the owner, and the owner will be responsible for providing all care, including properly disposing of waste. We will welcome animals, as they are proven to reduce stress and aid in healing.

- 5. Program Implementation: The timeline and activities for implementing program operations, including development of policies, procedures, and documentation of services provided.

Policies and procedures are in the process of being developed. Specific activities for implementing program operations as well as the timeline will be put in place when land is acquired for development. Documentation of services will be implemented when the village is occupied

SECTION 3: COMMUNITY COLLABORATION

Please describe the THP community collaborations. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

1. Community Partners. In your service delivery model as described in Section 2, which services will be provided by community partners. Please include and describe any other connections, partnerships, or resources your organization can leverage to provide, improve, or supplement onsite programs and services.

DBSC will maintain open lines of communication with representatives of other agencies. Referrals will be made on the basis of residents' needs. Referrals will be taken from other agencies and reviewed as any other applicant. Community Partners currently interested in working with us directly include; Mayhill Hospital, MHMR, JPS Medical Outreach Team, Medical City Denton, NP Clinic, various Professionals with mental health and behavioral health experience, and various businesses. MHMR is particularly interested in working on-site with residents who express a need for their services. We are currently working with JPS Medical Outreach Team (Acclaim Street Medicine) to start a medical outreach program. Depending on the goals set and needs expressed by village residents, DBSC intends to leverage other resources to fit those needs. Having the stability of a safe, private tiny home will make accessing services and a reality for residents. This also makes it possible for provision of additional new and innovative programs.

2. Coordinated Entry:

DNA

3. Street Outreach:

In the past we have done outreach, supplying the unhoused with items necessary to sustain life. We also provided information on currently available services and transportation to existing shelters. We have a history of transporting people to other service providers who do not provide

transportation. Our plan is to buy an ADA accessible van with removable seats for transporting people and supplies. All covid precautions will be taken.

4. Good Neighbor Practices:

Should we receive the Ruddell property, we have no doubt we will be well received by the residents in the nearby neighborhood. Our recent petition through social media shows that people from many and varies communities are supporters of tiny home villages. We will walk door-to-door to meet with nearby community members, hand out fliers, and invite them to meetings to explain the village. These kinds of villages have the reputation of lowering crime rates while having positive or no impact on property values.

SECTION 4: PARTICIPANT SATISFACTION AND SAFETY

Please describe how the THP will provide for safe, positive experiences for participants and staff. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

- 1. Participant Feedback. What is the process for participants to offer feedback and input regarding services? How will you address any participant concerns?**

The village will be run by a stewardship council, which will be elected by the village with a DBSC representative. Weekly meetings will be held for all villagers to discuss any problems, grievances, ideas, and solutions. Villagers will be encouraged to problem solve and to find creative solutions to problems or grievances. If there is an issue that requires input from a DBSC Board Member one will always be available. Minutes of each meeting will be kept as a means of record keeping and for ongoing evaluation of village progress.

- 2. Grievances. What is the process by which participants can file grievances and how you will work to resolve problems that may arise?**

Included in #1 above.

3. Incidents. How will you document and respond to incidents wherein the safety of participants or staff is jeopardized?

All incidents will be documented in council minutes. Incidents risking resident or volunteer safety due to a criminal act will be handled by the police department. Residents will be encouraged to solve problems prior to escalation. Should the consensus be to remove another resident either temporarily or permanently based on an incident that violates community policies, that decision will be enforced. If a consensus cannot be reached the council will be encouraged to talk to a board member and a decision will be made. Incidents involving medical emergencies will be handled as previously discussed. In any situation the safety and security of residents and volunteers will take priority.

SECTION 5: EMERGENCY PLANNING:

Please describe the THP's emergency plan. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

1. Describe your experience (if any) in serving vulnerable populations amidst a public health emergency (such as the recent COVID-19 pandemic) and your proposed operational approach to ensuring the health of the participants and onsite staff, including procedures to prevent or limit infections and spread of disease and ensure the quick treatment, isolation, and offsite transportation of infected, or symptomatic persons at the site:

We organized and facilitated a shot clinic in Quakertown Park early on, as soon as vaccinations were readily available. More so than covid, freezing and hot, humid weather are extremely likely to affect the unhoused community. As described elsewhere in our RFI, we have been one of the top nonprofits to aid this population during inclement weather. Because a person can spread a contagious illness without any symptoms, a truly vulnerable person will always be at increased risk. The fact that in the village residents have individual space and access to outdoor air makes it much safer than any shelter. Having this individual space allows for on-site quarantine and treatment by partnering medical professionals. Additionally, since they will have individual spaces, it makes it easier for emergency personnel to get to them if needed.

2. Provide any plan for serving participants in the event of a natural disaster:

We have been informed that there is an empty building at the service center, we will ask if that can be made available to us.

3. Provide any plan for assisting participants in the event of a unit or if the entire property must close due to an emergency:

People will be transported to a safe place. An official Emergency Preparedness Plan will be developed along with other community documents and procedures.

SECTION 6: PROPERTY AND LOCATION

Please identify any proposed properties or locations for your THP within City limits. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

1. Land availability:

- a. Ownership. Please identify if this THP has land within its control or ownership or is seeking City property for site. List the address(es):

We are asking to rent two city owned properties; 1125 Ruddell and the larger property across the street.

- b. Location. Is the land within the city limits owned by the City, other governmental entities, or willing community partners that could accommodate 'tiny home' structures to serve as temporary or permanent housing?

Yes. City of Denton

2. Land Use. Does the zoning and the site-specific standards meet the specific use proposed?

Based on discussion with Development Services it does, City Council would be asked to approve any zoning changes required to accommodate the village.

3. Preparedness. Also describe how your organization would make sure that a site is ready for operations.

Site Preparation will be overseen by a Professional Contractor on our Advisory Board.

SECTION 7: DESIGN, CONSTRUCTION & IMPLEMENTATION

Please describe the design and site plan for your THP. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

1. Infrastructure. What is the site's basic infrastructure needs? Please include if the THP will be requesting City funding where applicable.

- a. Water, sewer, electricity

Yes. City funding requested.

- b. Lighting

Yes. City funding requested

- c. Perimeter fencing

Yes. Examples:



2. Design Implementation: Will the THP be implemented in one or multiple phases? Please describe any plans for a phased approach or future growth.

The initial village will be built on the property on the west side of Ruddell with 30-35 houses as the Pilot Project. Once established, the site across the street will be prepared to phase in neighborhoods of 20-30 houses at a time.

3. Tiny Home Design: To understand the type of 'tiny home' and its basic infrastructure please describe.

- a. Will the housing structural unit be a temporary or permanent building?

The units will be semi-permanent structures.

- b. How will the units be constructed i.e., prefab unit, site build? For site build, please describe the process including construction materials and construction team such as professional contractor, volunteers, participants, etc.

Building plans are included in our proposal. The proposal envisions site build construction, but may change based on material cost and availability at the time of build. The Construction team will include local professionals as well as residents and volunteers.

4. Housing Quality Standards. Describe how units will meet basic housing quality standards (water, sewer, and electric for heating and cooling)?

- a. What utilities are provided directly to each individual unit (water, sewer, electricity, and HVAC including heating and cooling)?

Electricity, heating, and cooling.

- b. What basic amenities will be provided in each unit (restroom, shower, means of cooking, heating, and cooling)

Electricity, heating, cooling, storage, and sleeping area.

- c. For any item not provided directly to the individual unit include how it will be provided in other ways i.e., hygiene stations and mobile units for restrooms and showers

Separate community kitchen facility and restroom/shower/laundry facility.

5. Number of Units. How many housing units are planned? In addition to units, please include the projected number of people/households served.

The initial number of units planned is between 30-35. Initial projected number of people/households served is between 30-35.

6. Health and Sanitation. How will the site include regular trash collection, hazardous waste removal and vector control measures (method to limit or eradicate the mammals, birds, insects, or other arthropods which transmit disease pathogens)?

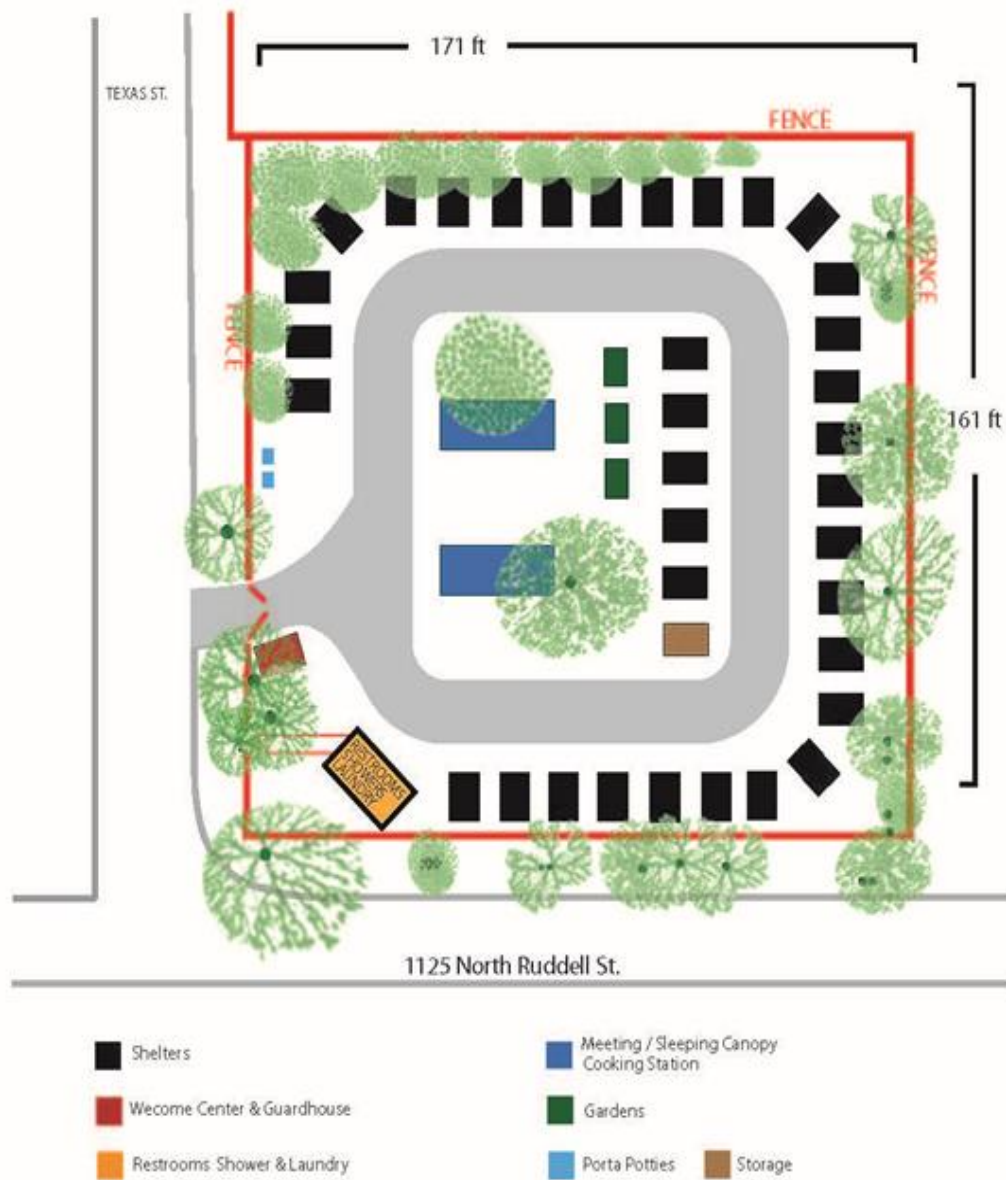
The site will use city sanitation services. Pest control measures will be proactive by keeping everything properly stored. Any pest or infestation problems that might arise will handled individually, just as any other residence.

7. Additional Amenities. Describe any additional amenities to be provided. Include laundry facilities, storage for personal belongings, and transportation supports.

Storage is provided within individual units, and extra storage can be added. Laundry facility is included in the restroom facility. There will be a community center with access to computers. A separate sign-in and welcome center will be located at the entry.



DENTON BASIC SERVICES CENTER



SECTION 8: OPERATIONS

Please describe plans for startup and ongoing financial and people management of THP. *For any questions that will not apply to your THP please indicate in the question field that it does not apply (DNA).*

1. Budget. In each question, please include any specific City funding requests if applicable.

Line Item Budget**

Proposal 1: Finished Village (No Tents)

Insurance for one year	\$10,000.00
35 Cedar Tiny Homes (\$5000 each, plus shipping)	\$175,000.0
Guard Shack	\$900.00
3 Large Canopies (10x30) (\$150 each)	\$450.00
Storage Shed	\$900.00
Finished Out Bathroom/showers with 2 Washer/Dryer	\$7,000.00
Gravel Road	?
Used Van/Truck	\$10,000.00
Cooking and Food Storage	\$3,200.00
Miscellaneous tools and supplies	\$2,000.00
Contingency fund*	\$12,000.00
Fence and gate	\$6,000.00
Total	\$227,450.0

Price per person	\$6,498.57
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Proposal 2: Transition from canvas-sided dwellings

Insurance for one year	\$10,000.00
35 canvas-sided dwellings (\$120 each)	\$4,200.00
35 Platforms	\$12,700.00
Guard Shack	\$900.00
3 Large Canopies (10x30)	\$450.00
Storage Shed	\$900.00
Porta-potties (\$200 per month for 6 months)	\$3,000.00
Gravel Road	?
Used Van/Truck	\$10,000.00
Fence and gate	\$6,000.00
Cooking and Food Storage	\$3,200.00
Miscellaneous tools and supplies	\$2,000.00
Contingency fund*	\$12,000.00
Total	\$65,350.00

Price per person	\$1,795.71
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*unforeseen expenses, sewer waterline reconstruction, shipping, road, running electric line, etc.

**all costs are estimates which may need to be adjusted due to actual materials cost and availability at time of construction

2. Development Revenues. Estimated funding sources to develop the THP. Please include all planned financial resources for development including partners who will provide cost-sharing and/or service provision in-kind.

Sources will include private grants, fundraisers, and individual donations.

3. Development Costs. Estimated costs associated with development of individual structures and infrastructure
 - a. Management and operations start-up
 - b. Initial infrastructure investment
 - c. Unit and Building construction

See budget under #1 above. Additionally, we are requesting \$300,000 for initial development costs from the city.

4. Ongoing Operational Costs. Potential financial resources for daily operations. Please include all revenue and expenses including leveraged services (i.e., services provided by external partners).

DBSC will maintain a fundraising campaign that actively seeks grants and donations to cover capital and operating costs. Residents may contribute to the operating costs either from their own income or through micro-business opportunities that will be developed in which residents provide goods or services in order to raise money for the village. The capital budget will be kept small by the ecological philosophy of the village with a long-term goal of self-sufficiency. Estimated annual budget will be \$15,000.

5. Staffing Structure. What is the staffing plan for the following (paid or volunteer)?
 - a. General operational staff
 - b. 24/7 security personnel
 - c. Program management
 - d. Service providers as well as additional demands on contract management, program, and communications staff should be taken into consideration.

All personnel and staff will be volunteer. Service providers will be contracted as needed.

6. Meals. If you plan to offer meals please include the following in your description: the source of the food, where it is prepared, by whom, its storage, and any details about its quality and/or variety.

Yes, meals will be provided using donations and prepared by residents. Any kitchen use will comply with regulations and is open to inspection.

7. Evaluation. Please describe how the organization will continuously evaluate the effectiveness and quality of the housing, programs and services and include strategies for improving the THP based on evaluation findings.

There will be weekly community meetings for which minutes will be kept. Community surveys will be taken at regular intervals. Improvements will be made based on these.