

# RENTAL HOUSING DEVELOPMENT ASSISTANCE

Application for G. O. Bond Financing – Rev. 10/17/08

Project Name: ATCMHMR 6222 N. Lamar Respite Care Facility

Project Address: 6222 N. Lamar, Austin, TX Zip Code 78752

Total # units to be assisted: 37 units/beds Total # units in project/property: 37 units/beds

Project type: ☒ Acquisition ☒ Rehabilitation ☐ New construction ☐ Refinance ☐ Rent Buy-Down

Amount of funds requested: \$2,300,000 Terms: 0% at 99 years/deferred forgivable

Role of applicant in Project (check all that apply): ☒ Owner ☒ Developer ☒ Sponsor

**1. Applicant Information** (If applicant is not acting as the developer, please provide all of the information below for the developer as well as for the applicant. If the developer involves multiple entities, is a partnership or joint venture, please provide duplicative information for each, and identify the entity that will serve as the “lead” organization).

**Austin-Travis County Mental Health and Mental Retardation**

Name

1430 Collier Street, Austin, TX 78704

Street Address

PO Box 3548, Austin, TX 78764

City

State, Zip

(512) 447-4141

Telephone #

Charles Harrison

(512) 440-4001

(512) 440-4081

Contact Person

Contact's Telephone #

Fax #

74-1547909

Federal Tax ID Number or SS#

The applicant/developer certifies that the data and exhibits contained comprising this application are true and correct. Unsigned/undated submissions will not be considered.

Austin Travis County MHMR Center

Legal Name of Developer

[Signature]  
Signature of Authorized Officer

Executive Director  
Title

10.31.08  
Date

## Project Description – 6222 N. Lamar Boulevard Respite Care Facility

A partnership with the New Milestone Foundation, a 501(c)3 nonprofit organization, Austin Travis County Mental Health and Mental Retardation Center (ATCMHMR) is proposing to develop an Austin based Respite Care facility. ATCMHMR was established in 1967. Its opening was significant because this was the first time that public, community-based mental health and mental retardation services became available to the residents of Austin and Travis County. The organization's mission is to improve the lives of people who experience mental, emotional or substance use disorders and intellectual and developmental disabilities and delays. ATCMHMR accomplishes this by effective treatment and support services; advocacy, education, and collaboration; responsible stewardship; promotion of recovery; and the provision of supportive housing opportunities for individuals in Austin and Travis County.

The 6222 N. Lamar Respite Care Facility will meet a critical need for transitional housing in the community. This facility will offer mental health clients, following or preceding psychiatric hospitalization, a temporary home with supportive social services. For those leaving hospitalization, the Respite Care Facility will help them move to the next level of the continuum of care. This is a key component in keeping discharged individuals off the streets and becoming homeless. The program can house and treat up to 28 individuals at any given time and it is expected to treat 1,120 individuals a year. Of the 37 beds, 28 will be used for this program.

The facility will also house an Outpatient Competency Restoration Program which provides community-based competency restoration services to Travis County residents who are incarcerated in the Travis County Jail and who have been identified as Incompetent to Stand Trial. Additional eligibility criteria include a priority population diagnosis, with or without a co-occurring substance use disorder, and a non-violent offense. This program is one of the first programs of its type in Texas. The program can house and treat up to 18 individuals at any given time and it is expected to treat 72 individuals a year. Of the 37 beds, 9 will be used for this program.

### Location, Building Specifics, Existing Structures, and Preservation of Affordable Units

ATCMHMR proposes to rehabilitate an existing building located at 6222 N. Lamar Boulevard, in Austin, Texas, to accommodate 37 individuals at one time in a residential care facility. A location map is included. According to TCAD, the building was built in 1969 and is 15,159 square feet. The property is located in a Very High priority area on the Opportunity Map of Austin and is currently in a Vertical Mixed-Use corridor, but is in the process being re-zoned as a Transit-Oriented Development (TOD) district. The property was most recently used to house hurricane evacuees. The 6222 N. Lamar facility will preserve these affordable units.

The 6222 N. Lamar facility will offer 37 beds of transitional housing with supportive services. The property will consist of 18 double (2-bed units) and 1 single-bed unit. Each unit will be approximately 150 square feet. The one-story property will also include a conference room, day/activities room, dining area, kitchen, 2 nursing stations, laundry room, 3 offices and an outdoor courtyard. The total building square footage is approximately 15,000 square feet.

Number of Units	Unit Type
18	Doubles (2 beds)
1	Single (1 bed)
Bathrooms	Type
2	Fully accessible ADA shower rooms
3	Shared Shower rooms
1	Private bathtub
1	Private shower
3	Fully accessible ADA water-closets
18	Client water-closets
1	Staff restroom - nurses
1	Staff restroom - kitchen
1	Public ADA restroom

### Proposed Tenants

The 6222 N. Lamar facility will provide 37 beds of transitional housing for individuals at 50% and below MFI and 90% of the beds or 34 beds will be reserved for individuals at 30% and below MFI. Housing and services will be offered under

two different supportive service programs, Respite Care Services and the Outpatient Competency Restoration Program.

To be eligible for housing under Respite Care Services an individual must be:

- ♦ Experiencing a mental illness crisis, and
- ♦ Willing to cooperate with staff and treatment.

To be eligible for housing under the Outpatient Competency Restoration Program an individual must be:

- ♦ A resident of Travis County and 18 years of age or older,
- ♦ Found Incompetent to Stand Trial,
- ♦ Meet DSHS Target Population Diagnosis (Schizophrenia, Schizoaffective Disorder, Bipolar Disorder, Major Depression with a GAF  $\leq$  50, (GAF = Global Assessment of Functioning Scale),
- ♦ A Level of Risk (low to moderate) as determined by HCR-20,
- ♦ Charge against the individual (Program will accept both misdemeanor and felony charges. However, most violent offenses will not be accepted, No 3G offenses), and
- ♦ Willingness to participate.

### **Section 8, Units Accessible and Adaptable**

Residents of the 6222 N. Lamar facility will have to meet program criteria for either Respite Care Services or the Outpatient Competency Restoration Program. Units will not be available for Section 8 vouchers.

The facility will comply with the City of Austin standards and reserve 10 percent (4 beds) for people with mobility disabilities and two percent (1 bed) to be made adaptable for persons with hearing and/or visual disabilities. All of the 37 beds (or 21 units) will have mobility accessibility. ATCMHMR regularly adapts units (mobility, sight and hearing) to meet the needs of residents who need housing. Units/beds will be adapted as needed.

The project will comply with accessibility design standards established by the City's S.M.A.R.T. Housing Initiative, and any applicable requirements listed by the City of Austin, AHFC and Federal requirements including but not limited to ADA, Fair Housing, and Section 504 of the Rehabilitation Act of 1973.

### **Relocation**

The 6222 N. Lamar facility is currently occupied by residents. The renovations will be conducted without having to permanently or temporarily relocate any residents. If any relocation is required, ATCMHMR has experience in federal relocation and will follow appropriate measures for the relocation of the residents.

### **Supportive Services**

Residents under Respite Care will receive on-site case management, medication and treatments supports, rehabilitative services, and assistance in obtaining permanent housing, benefits, healthcare, connections to support networks, transportation and other support services needed for a successful transition out of crisis services.

Residents under the Outpatient Competency Restoration Program will be provided on-site restoration programs enabling them to return to court for hearing on misdemeanor crimes including psychiatric evaluation, medication administration and management, social skills training, life skills training, supported employment, substance abuse services and referrals, and competency restoration training.

### **Financing**

The total project cost is \$3,021,502. ATCMHMR is requesting \$2,300,000 from the Austin Housing Finance Corporation. These funds will be leveraged with grant funds from the Psychiatric Emergency Service Center (PESC)/State of Texas General Revenue Funds of \$402,000 (approved), \$103,559 in rebates (requested), and \$215,942 in private grant funding raised by the New Milestone Foundation, a non-profit partner in this project (ongoing). AHFC funds will be used for acquisition, construction and soft costs. Financing commitments are attached.

### **Compatibility with current Neighborhood Plan**

The project is located in the Brentwood/Highland Neighborhood Planning Area. The property was re-zoned CS-MU-CO-NP (General Commercial Services-Mixed use-Conditional Overlay Combining District-Neighborhood Plan) under the neighborhood planning process and a respite care facility is allowed under this use. ATCMHMR has also met with the Brentwood executive committee to discuss the project and the committee is in support of the project.

## 7. Development Team

Identify the entities anticipated to be involved in implementing the project including lenders, attorneys, accountants, architects, engineers, general contractor, sub-contractors, property managers and consultants. Also, indicate if any entity is certified by the City of Austin as a minority or women-owned business enterprise (MBE/WBE), or if any of the entities are also a non-profit entity.

	Name(s) & Any Comments on Role	MBE ? (Mark X if Yes)	WBE ? (Mark X if Yes)	Non- profit? (Mark X if Yes)
Owner	ATCMHMR			X
Developer	ATCMHMR			X
Architect	Duke C. Garwood Architects, Inc.			
Engineer	Capt and Smart Consulting Engineers			
Construction Lender	N/A			
Other Lenders				
Attorney	ATCMHMR, General Counsel – Lisa Lakey			X
Accountant	ATCMHMR			X
General Contractor	Gerloff Company, Inc.			
Consultant (if Applicable)	Vacri Development/Becca Bruce Dobberfuhl		X	
Property Management Provider	ATCMHMR			X
Other:	Autogate - Security Fencing	X		

8. **Development Schedule.** Complete the grid below. Re-order the steps according to the appropriate sequence for your project, and add in any other significant steps integral to your project's development. If the development schedule differs across several properties to be involved in the project, provide a development schedule for each property.

	DATE(S)
Acquisition and/or holding	Jan. 30, 2009*
Environmental and/or historic review (AHFC)	Asbestos survey completed
Securing and packaging project financing	completed
Construction Specifications and Cost estimates	completed
Construction Bids	completed
Construction Start	Feb. 1, 2009*
Anticipated Draws (list all)	Monthly constructions draws
End Construction	July 15, 2009
Start of Rent-up	Nov. 1, 2008
Completion & Operation	July 15, 2009

\*ATCMHMR must purchase the property by Jan. 30, 2009. Construction start will be contingent on meeting this deadline.

## 9. Accessible and Adaptable Units

Indicate the number of units proposed to be accessible and adaptable for persons with mobility, sight and hearing disabilities as required by RHDA Program Guidelines.

All (37 beds) Units adaptable for persons with mobility disabilities

All (37 beds) Units accessible for persons with mobility disabilities

1\*\* Units adaptable for persons with sight and hearing disabilities

1 Units accessible for persons with sight and hearing disabilities

\*\*All units will be made adaptable for persons with disabilities as needed.

## 10. Experience and Qualifications – Rental Development and Property Management

a. Is this the developer's first housing project? ☐ Yes ☒ No

b. Completed projects (complete table below):

COMPLETED PROJECTS				
Address	Number of Units	New or Rehab	Type of Property (apartments, SF units, etc.)	Year Completed
5600 Nancy	9	New	apartments	1996
3810 Manchaca	11	New	apartments	1996
3005 E. 12 <sup>th</sup> Street	11	New	apartments	1996
1703 Kinney	9	New	apartments	1997
2402 S. 4 <sup>th</sup> Street	11	New	apartments	1997
7102 Guadalupe & 6607 Guadalupe	15	Rehab.	apartments	2007
1507 W. 39 <sup>th</sup> Street	20	Rehab.	apartments	2008

c. Describe below the experience/qualifications in completing projects similar in size and scope that indicates the developer's ability and capacity to implement the proposed project. Of particular importance is the developer's experience with successfully completing a) projects that triggered Davis-Bacon and other Federal Labor Standards, b) federally-funded projects involving temporary or permanent relocation of tenants, or c) projects involving the testing and appropriate treatment of Lead-based paint and/or asbestos, if the proposed project will involve any of those three dimensions. If this is the applicant's first project of this type, please provide a detailed description of the experience of the other members of the development team with similar projects.

As evidenced in the table above, ATCMHMR has completed seven (7) multifamily housing projects, totaling 86 units in the last twelve (12) years. The 6222 N. Lamar project will be of similar size and scope to all of these projects. ATCMHMR has also worked with both the architectural firm, Duke C. Garwood Architects, and the contractor, Gerloff Company, on past renovation projects.

ATCMHMR has been involved with all levels of development from conception to construction completion and operation. All of the seven (7) projects noted above received federal funding under the HUD Section 811 Program. ATCMHMR has worked on eight (8) development projects that triggered Federal Labor Standards, including Davis-Bacon reporting and more than 20 projects that dealt with the treatment of lead-based paint and/or asbestos. Of the seven (7) HUD 811 development projects, two (2) required relocation, both temporary and permanent, of existing residents.

The 6222 N. Lamar project will involve the testing and treatment of asbestos. Federal Labor Standards will not be required unless the City funding triggers these requirements. The project will not require relocation.

- d. Indicate who will provide property management services. Provide documentation to demonstrate the entity's level of experience and track record in operating federally-funded properties of similar size.

Property management of the 6222 N. Lamar project will be provided by ATCMHMR.

The following is a list of federally-funded properties that ATCMHMR currently owns and oversees the property management.

**Rental Housing Owned/Managed by ATCMHMR**

<b>Name / Location</b>	<b># of Units</b>	<b>Federally-Funded</b>
5600 Nancy	9	HUD 811 Program
3810 Manchaca	11	HUD 811 Program
3005 E. 12 <sup>th</sup> Street	11	HUD 811 Program
1703 Kinney	9	HUD 811 Program
2402 S. 4 <sup>th</sup> Street	11	HUD 811 Program
7102 Guadalupe & 6607 Guadalupe	15	HUD 811 Program
1507 W. 39 <sup>th</sup> Street	20	HUD 811 Program
Various affordable housing in Austin	57	
<b>Total</b>	<b>143 Units</b>	

ATCMHMR has worked with Suzanne Smith of San Antonio for the property management of their HUD Section 811 Program properties. ATCMHMR is responsible for overseeing all federal reporting, budgeting, audits, financial reports, and capital improvements on these properties.

ATCMHMR has a total of 143 affordable housing units including the 86 HUD 811 properties. This also includes five (5) single-family group homes. Staff members at ATCMHMR are responsible for capital acquisitions and repairs/improvements, annual budgeting, audits, overseeing property management, and federal reporting. Eligibility for transitional housing in the proposed project will be performed by ATCMHMR.

The following ATCMHMR staff members provide property services. Resumes are attached.

- ♦ Donna Spencer, Facilities Director, is responsible for capital acquisitions and improvement, has been with ATCMHMR for more than 12 years.
- ♦ Carissa Dougherty, Housing Director, oversees the property management and is responsible for federal reporting, has been with ATCMHMR for more than 2 years.
- ♦ Charles Harrison, COO/CFO, oversees all financial operations, has been with ATCMHMR for more than 6 years.

## For the GO Bond Application - Oct 2008

DETAILED PROJECT BUDGET				
6222 N. Lamar	Cost	RHDA Funds	Other Funds	Description
<b>PREDEVELOPMENT</b>				
Appraisal	5,000		5,000	
Environmental Review & soils				Paid for by land owner
Abestos Abatement	30,885		30,885	
Survey	2,500		2,500	
Architectural/engineering	69,700		69,700	includes arch/eng. on site work
<b>TOTAL PREDEVELOPMENT</b>	<b>108,085</b>	<b>-</b>	<b>108,085</b>	
<b>ACQUISITION</b>				
Site and/or Land	1,375,000	1,375,000		
Structures				
Other (specify)				
<b>TOTAL ACQUISITION</b>	<b>1,375,000</b>	<b>1,375,000</b>	<b>-</b>	
<b>CONSTRUCTION</b>				
Infrastructure				
Site work	265,000	265,000		landscape, irrigation, drainage.
Demolition	25,295		25,295	
Concrete	3,982	1,219	2,762	
Masonry	1,986	1,986		
Rough carpentry	13,843	12,200	1,643	FF room/brace kitchen ceiling
Finish carpentry	2,782		2,782	
Waterproofing & Insulation	1,664		1,664	
Roofing & Sheet Metal	126,711	126,711		roof replacement
Plumbing/Hot Water	85,146		85,146	
HVAC	9,449		9,449	
Electrical	20,157		20,157	
Doors/Windows/Glass	291,827	190,447	101,380	interior and exterior
Lath & Plaster/ Drywall & Acoustical	3,093		3,093	
Tile work	24,739		24,739	
Soft & Hard Floor	43,099		43,099	
Paint/Decorating/Blinds/Shades	54,082		54,082	\$9,279 window treatments
Specialties/Special Equipment	7,927		7,927	Toilet/bath accessories/mirrors/shower doors
Cabinetry/Appliances	26,690		26,690	\$7,539 cabinetry
General Cleanup	8,461	3,932	4,529	
Other - fencing	50,306	20,000	30,307	\$30,306 fencing/ \$20,000 signage
Other - fire sprinkler & alarm	2,669		2,669	
Other - solar panels	168,000	68,000	100,000	includes \$100,000 rebate
Construction Contingency	61,000		61,000	
<b>SUBTOTAL CONSTRUCTION</b>	<b>1,297,910</b>	<b>689,496</b>	<b>608,414</b>	
Overhead	86,110	86,110		
Gen. Req.	2,343	2,343		
Profit	69,551	69,551		
<b>TOTAL CONSTRUCTION</b>	<b>1,455,915</b>	<b>847,500</b>	<b>608,414</b>	
<b>SOFT &amp; CARRYING COSTS</b>				
Legal				
Audit/Accounting				
Title/Recording	2,100		2,100	
Architectural (Inspections) & permits	2,902		2,902	
Construction Interest/financing fees				
Construction Period Insurance				
Construction Period Taxes				
Relocation				
Marketing				
Davis-Bacon Monitoring				
Developer Fee	75,000	75,000		
Other consulting	2,500	2,500		
<b>SUBTOTAL SOFT COSTS</b>	<b>82,502</b>	<b>77,500</b>	<b>5,002</b>	
<b>TOTAL PROJECT BUDGET</b>	<b>3,021,502</b>	<b>2,300,000</b>	<b>721,501</b>	

12. **Funds Proposal** - Provide the following information to facilitate financial review of the proposed project:

- a. **Sources and Uses of Funds** – Complete Tables A & B below, identifying all sources and uses of funds to implement project and include evidence of funds anticipated (financial statements, letters of commitments, etc.).
- b. **Leveraging** – Complete Table C below. Include evidence of other funds leveraged by AHFC funds to implement the project such as owner equity and commitments from private and/or other public resources.
- c. **Operating Proforma** – In a format comparable to Table D below, prepare a minimum twenty (20) year financial Operating Proforma which realistically reflects the operation of the project relative to current and anticipated revenues, expenses and debt. The Proforma must indicate the anticipated debt coverage ratio (DCR) calculated as follows: net operating income (NOI)/debt service (DS) = DCR. Refer to Program Guidelines for additional information related to DCR and “Supportive Housing Projects.”

TABLE A: SOURCES OF FUNDS SUMMARY					Intended Use of Funds (Predevelopment, Acquisition, Construction, Soft Costs)
	Term	Interest Rate	Amount	Evidence (Deed/ Sales Contract)	
Owner Equity					
Private Financing (List Lenders)					
Other Sources (List Below)					
NMF Capital Campaign			\$215,942	letter	Pre-Development/ Construction Costs
PESC Funding			\$402,000	letter	Construction/Soft Costs
Rebates - solar			\$103,559	letter	Construction
Proposed RHDA Funds	99 years	0%	\$2,300,000		Acquisition/Soft Costs/Construct
<b>Totals</b>			<b>\$3,021,501</b>		

\*Funding commitments are attached.

TABLE B: USES OF FUNDS SUMMARY		
	Total Cost	Cost/Unit
Predevelopment	\$108,085	\$2,921
Acquisition	\$1,375,000	\$37,162
Hard Costs	\$1,455,915	\$39,439
Soft & Carrying Costs	\$82,502	\$2,230
Other Costs		
<b>Total Project Costs</b>	<b>\$3,021,502</b>	<b>\$81,662</b>

TABLE C: LEVERAGE SUMMARY	
<b>TOTAL RHDA FUNDS</b>	<b>\$2,300,000</b>
<b>TOTAL OTHER FUNDS</b>	<b>\$721,501</b>
<b>LEVERAGE (%)</b>	<b>76%</b>



## Date:

1 Bed	37	435	193,140
			-
			-
			-
<b>Totals</b>	37		-

Yr. increase in income/rent	2.00%
Yr. increase in expenses	2.00%
Total Units	37

Totals	37	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	YR 7	YR 8
Gross Rental Income		193,140	197,003	200,943	204,962	209,061	213,242	217,507	221,857
less vacancy *		193,140							
			0.0%						

## EFFECTIVE GROSS INCOME (EGI)

	2019	2018	2017
EFFECTIVE GROSS INCOME (EGI)	193.140	-	-
	197.003	204.962	213.242
	-	-	217.507
	-	-	221.857

## Utilities (water, sewer, electric, trash)

[illegible]

NET OPERATING INCOME (NOI)

NET OPERATING INCOME (NOI)	190,595	194,407	198,295	202,261	206,306	210,432	214,641	218,934
ESS DEBT SERVICE:	2,545	2,596	2,648	2,701	2,755	2,810	2,866	2,923
	N/A							

## TOTAL DEBT SERVICE (DS) \*\*

[illegible]

st Lien			
HRDA loan	2,300,000	Land	1,375,000
equity	721,501	Construction	1,455,915
		Soft costs	190,586
	<u>3,021,501</u>		<u>3,021,501</u>

There are no vacancy allowances b/c income is based on beds per day and the project will be 100% occupied at all times.

This project is a supportive housing project. Any cash flow will be used for the overall project including supportive services. There is no debt service

10/27/2008



Austin Travis County  
Mental Health Mental Retardation Center

## History and Background

The Austin Travis County Mental Health Mental Retardation Center (ATCMHMR) was established in 1967. Its opening was significant because this was the first time that public, community-based mental services for those with mental illness, substance use disorders or developmental or intellectual disabilities became available to the residents of this area. The Center is neither a state agency nor a county department, but a publicly funded, non-profit organization.

ATCMHMR serves a population of 15,000 individuals and families in Austin and Travis County. We work with what is defined as a "priority population" consisting of those with the most severe disabilities and who are most in need of care. Our programs are administered through four divisions:

- Adult Behavioral Health Services
- Mental Health Crisis Services
- Developmental Disabilities Services
- Child & Family Services

Programming includes psychiatric evaluation, 24-hour crisis intervention, medication, inpatient treatment, employment and vocational services, service coordination, family support and respite care, housing, information and referral, supported living and residential services. Additionally, ATCMHMR staff often provide community services in consumers' homes, on the streets, or at other sites. The Single Point of Entry (SPOE) has been developed as a uniform telecommunications system linking all the divisions of the Center through one phone number 472-HELP.

ATCMHMR administers an annual budget of \$44 million of primarily public—local, state and federal funding—administered through over 80 distinct funding sources at 44 physical facilities.

ATCMHMR is governed by a nine-member Board of Trustees appointed by three sponsoring agencies: The City of Austin (four trustees); Travis County (four trustees); and the Austin Independent School District (one trustee). The Trustees meet on the last Thursday of the month at 5 PM at the Robert T. Chapa, Sr. Building, 1430 Collier.

#### 14. Description of Supportive Services

Indicate whether supportive services will be provided to residents. If supportive services are to be provided to residents, provide a description of the services in one (1) page or less that includes the following information:

- a. A description of the supportive services to be provided to residents and/or clients.
- b. The number and types of clients expected to be served annually.
- c. The use of the proposed project relative to the services provided.
- d. If services are not provided by the developer of the project, a description of the organization providing the services and a memorandum of understanding outlining the relationship between the developer and service provider.

The 6222 N. Lamar facility will house two supportive service programs, Respite Care Service and the Outpatient Competency Restoration Program.

##### **Respite Care Services**

On-site services will be provided to individuals who are experiencing a mental illness crisis and are able to cooperate with staff support and treatment. The program will also serve as a "step down" for individuals leaving more intensive crisis inpatient settings. Individuals will receive case management, medication and treatment supports, rehabilitative services and assistance in finding permanent housing, obtaining benefits, healthcare, connections to support networks, transportation and other support services needed for a successful transition out of crisis services.

The program is designed to assist individuals in addressing their needs by assigning each consumer to his or her own "recovery team" which is comprised of a case manager and a peer recovery specialist. As a member of his or her own recovery team, the consumer participates in a life coach curriculum that is individually tailored to resolve the immediate crisis. Individual and group skills training are provided and are based on the needs of the consumer and the goals of their individual crisis plans.

These services are meant to build upon the significant progress made over the past two (2) years to address the community's needs for a robust system of crisis services. Additionally, this program helps address the significant shortage of housing options for people in mental health crisis and will also provide a safe, secure facility where clients can receive case management and treatment necessary to prevent recidivism to crisis services.

The average length of stay is estimated to be seven (7) to fourteen (14) days. The estimated annual number of individuals to serve is 1,120. These services will be operated 24 hours per day/365 days per year.

##### **Outpatient Competency Restoration Program**

The Outpatient Competency Restoration Program will provide community-based competency restoration services to Travis County residents who are incarcerated in the Travis County Jail and who have been identified as Incompetent to Stand Trial. Additional eligibility criteria include a priority population diagnosis, with or without a co-occurring substance use disorder, and a non-violent offense.

Residents under the Outpatient Competency Restoration Program will be provided on-site restoration programs enabling them to return to court for hearing on misdemeanor crimes including psychiatric evaluation, medication administration and management, social skills training, life skills training, supported employment, substance abuse services and referrals, and competency restoration training.

This program will provide up to 90-days of treatment for mental health and/or substance use disorders and legal education to help restore these individuals back to competence to stand trial. The program can treat up to 18 individuals at any given time and it is expected to treat 72 individuals in a full year.

## 15. Experience and Qualifications (Supportive Services)

If supportive services will not be provided to the residents, you need not complete Questions 15. If supportive services will be provided, describe the developer's experience and qualifications in providing the services described in Question 14. Provide resumes of key personnel actively involved in the delivery of services. Resumes should include information about certifications, licenses, years of experience and education.

ATCMHMR is the local mental health authority for Travis County and has been providing a variety of mental health, substance abuse, and developmental disability services to the Austin/Travis County community for more than 40 years. A comprehensive array of services is delivered through four networks and three support divisions located in over 60 facilities and numerous sub-contracted entities across the city and county. These services include information and referral, psychiatric evaluation, 24-hour crisis intervention, medication support, inpatient treatment, employment and vocational services, care coordination, service coordination, family support and respite care, housing, supported living and residential services. Additionally, ATCMHMR staff members often provide mobile services in consumers' homes, on the streets, or at other community sites. The Single Point of Entry (SPOE) has been developed as a uniform telecommunications system linking all the divisions of the organization.

Oversight of ATCMHMR operations is the responsibility of the nine member Board of Trustees appointed by the three sponsoring agencies: The City of Austin (four trustees); Travis County (four trustees); and the Austin Independent School District (one trustee). The Board of Trustees meets monthly as do the four standing Board Committees: Human Resources, Finance, Planning and Operations, and Public Relations.

Resumes are provided for following ATCMHMR staff members who will be involved with the 6222 N. Lamar facility.

- James Van Norman, M.D., Medical Director, has been with ATCMHMR for 15 years.
- Abraham Minjarez, Criminal Justice Administrator and Program Coordinator for the Outpatient Competency Restoration Program, has been with ATCMHMR for 3 years.
- Dawn Handley, has been with ATCMHMR for 1 year.

## 16. Financial Information (Supportive Services)

If supportive services will not be provided to the residents, you need not complete Questions 16. If supportive services will be provided, the developer must demonstrate financial capacity to provide support services and/or operate a supportive services program by providing the following information:

- a. **Sources of Funds** - Identify sources and amounts of funds that will be utilized to provide services to the proposed project.

Supportive Service funding will come from annual grant funding from Psychiatric Emergency Service Center (PESC)/State of Texas General Revenue Funds and the Texas Department of State Health Services (DSHS).

Psychiatric Emergency Service Center has committed \$1,535,273 in funding for respite care services.

Texas Department of State Health Services has committed \$567,030 in funding for the Outpatient Competency Restoration Program.

- b. **Budget** - Include a supportive services budget which reflects current and anticipated funding and expenses associated with the provision of services for three (3) years.

<b>6222 N. Lamar Facility - ATCMHMR</b>			
<b>Social Service and Housing Funding Sources</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
TX Dept. of State Health Services (DSHS)	567,030	578,371	589,938
PESC - State of TX General Revenue Funds	1,535,273	1,565,978	1,597,298
<b>Total Funding Sources</b>	<b>2,102,303</b>	<b>2,144,349</b>	<b>2,187,236</b>
<b>Expenses</b>			
<b>Social Services Expenses</b> (related to social services only):			
Salaries	437,004	445,744	454,659
FICA, Insurance, Benefits	128,528	131,099	133,721
Travel	33,146	33,809	34,485
Drugs & Medicine	235,478	240,188	244,991
External Services - Organizations	826,236	842,761	859,616
Interpreter Services	12,000	12,240	12,485
IT Replacement Fund Allocation	2,525	2,576	2,627
Hardware/Software Maintenance Allocation	4,488	4,578	4,669
Mobile Phones - Airtime	8,370	8,537	8,708
Cell Phone Allowance	8,280	8,446	8,615
Vehicle - Repair/Maintenance	7,200	7,344	7,491
Personnel Advertising	5,600	5,712	5,826
ATCMHMR Staff	191,808	195,644	199,557
Staff Development	7,500	7,650	7,803
Psychiatrist - Conv WS/Travel	1,000	1,020	1,040
<b>Housing Expenses</b>			
Operating Proforma	193,140	197,003	200,943
<b>Total Expenses</b>	<b>\$2,102,303</b>	<b>\$2,144,349</b>	<b>\$2,187,236</b>

2% annual increase

#### 17. Accounting Requirements Applicable to all Applications

By submitting this application, the applicant/developer agrees to comply with all reporting, record keeping and on-going monitoring requirements applicable to GO Bond financing of the proposed project.

ATCMHMR will comply with all reporting, record keeping, and on-going monitoring requirements applicable to GO bond financing of the proposed project.

18. **Anti-Lobbying Agreement** - By submitting this application, the applicant/developer, its employees, representatives, or agents agree not to discuss the contents of the applicant/developer's application with any member of the AHFC Board of Directors or their staff, Housing Bond Review Committee (HBRC) or staff of NHCD/AHFC (other than the designated Single Point of Contact) prior to HBRC's meeting to review all applications submitted.

ATCMHMR and its employees, representatives, or agents agree not to discuss the contents of the applicant/developer's application with any member of the Housing Bond Review Committee (HBRC) or staff of NHCD/AHFC (other than the designated Single Point of Contact) prior to HBRC's meeting to review all applications submitted.