

Request for Proposals

STATEWIDE HEALTHY HOMES NEEDS ASSESSMENT

Introduction

New Castle County Habitat for Humanity (NCCHFH), Central Delaware Habitat for Humanity (CDHFH), and Sussex County Habitat for Humanity (SCHFH) invite proposals to complete a statewide, data-driving housing needs assessment with an emphasis on health outcomes.

Background

Healthy, stable homes are the key to improved health, economic, and social outcomes. Unfortunately, environmental hazards in the home cause millions of preventable injuries and complications from disease each year. In Delaware, nearly 47,000 households have at least one severe housing problem. Substandard housing and poor indoor environment are linked to increased indoor allergen exposure and greater morbidity and mortality. Additionally, trip and fall hazards pose serious problems and are especially problematic for older residents. More than 26% of adults over the age of 65 reported falling in the past year. Approximately 1 in 5 of these falls caused serious injury resulting in restricted activity, loss of independence and premature death. These issues are especially prevalent in low-income and minority households.

The true extent of housing needs by community in the State of Delaware is unknown. Currently, all three Habitat for Humanity affiliates base housing needs assumptions on years of experience and community relationships and partnerships but are undocumented by a citable study. We believe we can build a stronger case for funders to support this important work with a citable needs assessment – increasing our capacity to complete healthy home repairs in the state.

NCCHFH, CDHFH, and SCHFH envision a world where everyone has a decent place to live. We work towards this vision with programs such as affordable home construction, neighborhood revitalization, and home repairs. All three Delaware HFH affiliates are top producers in the state and are recognized as forward thinking leaders.

Requirements

The Statewide Healthy Homes Needs Assessment should include the following:

1. An executive summary explaining the current landscape of housing conditions in Delaware by county on a macro level. This should include a clear definition of healthy and substandard housing, a list of communities with the largest housing need, how housing conditions relate to health disparities in each community, and socio-economic demographic information to determine who is most affected by poor housing conditions.

Demographic information should include population count, employment and income, household size, age, disability types, special needs, education, gender identity and race.

2. An overview section describing how housing affects health, and the long-term benefits of home repairs. Please also include what healthy housing looks like, where it is currently located, and who has access to healthy homes. This section should also include the cost and impact – both short and long term – of poor housing conditions on families, state-run programs, and hospital systems. Also include what repairs have the highest impact and how organizations should prioritize work to be done.
3. Interviews with and surveys of community stakeholders – families and individuals, community groups, etc. Community surveys should be used to determine housing quality and show where the need for home repairs and accessibility modifications are greatest in each county.
4. Perform a count of substandard owner-occupied housing units throughout Delaware including the most common housing issues and how these issues affect each resident's health.
5. An estimated average cost to complete all necessary healthy home repairs in the State of Delaware.
6. A list of organizations currently involved in healthy homes programs in the state of Delaware.

Budget

The budget to complete the full needs assessment is \$25,000.

Timeline

1. Request for Proposal issuance: November 17, 2021.
2. Deadline for submission: January 17, 2021.
3. Selection of vendor: February 2, 2022.
4. Research begins: February 15, 2022.
5. Project completion: June 30, 2022.

Proposal Guidelines

Please follow the following format for all proposals:

1. Executive summary
 - Describe the project approach and scope of work.
2. Background information on your company.
 - Describe your experience completing similar needs assessments and list of key staff who will work on this project.

3. Proposed deliverables
 - Provide a description of the needs assessment/research study design and how it will be formatted and delivered.
 - Provide key project milestones and timeline.
4. Project Cost
 - Provide estimated cost of the services including a detailed budget and number of hours required to complete the project.
5. References
 - Include name and contact details from at least 3 recent references of similar work and URL samples of a similar completed study.

Please submit proposals in .pdf format to Katie@sussexcountyhabitat.org by January 17, 2022.

Selection Criteria

NCCHFH, CDHFH, and SCHFH will evaluate proposals based on the following criteria:

1. Relevant experience and performance.
2. Submitted samples of your work.
3. Quoted cost of the project.
4. Ability to complete the project in a reasonable time.