



Office of the Governor

MICHELLE LUJAN GRISHAM

New Mexico Casa Connection Grant Application Instructions

GRANT APPLICATION PERIOD NOW OPEN

OVERVIEW

The Office of Governor Michelle Lujan Grisham, in coordination with the Department of Finance and Administration, is pleased to announce the Casa Connection Grant Program. The purpose of this grant is to ensure that New Mexicans experiencing homelessness have access to temporary housing. The total funding available is \$10,000,000. Applications will be reviewed, and funds will be distributed, on a rolling basis until available funds have been expended.

Who can apply?

Only tribal governments, counties, municipalities, and instrumentalities and institutions thereof are eligible. Please note that this is a competitive application process, and therefore not every applicant is guaranteed to receive a grant.

What documents are required?

- Completed grant application. Please note that no specific application form is required, but the initial request should provide all information necessary to assess the request. Staff may follow up with requests for additional documents, materials, interviews, or other relevant information.
- Any supporting documentation referred to in the application

How can the funds be used?

The funds awarded may only be used to purchase and/or conduct renovations to a hotel, motel, apartment complex, duplex, or similar real property (the "Property") for use as housing for individuals and families experiencing homelessness. The Property must be specifically identified by the Applicant in its application. The applicant will be fully responsible for operating, managing, and maintaining the Property after purchase. The applicant must also provide "wraparound" services, such as assistance with applying for government benefits, jobs, and other housing, for those residing at the Property.

Selection Criteria:

The Department will select applications for funding based upon analysis of the information contained in the Application. Selections will be made based on the following criteria:

- **Amount of funds:** The Applicant must request a specific amount of funds.
- **Need for the Funds:** The Applicant must demonstrate that its community has a substantial population of persons experiencing homelessness.
- **Identification of Property:** The Applicant must identify a specific Property or Properties to be purchased for use as temporary housing for individuals and families experiencing homelessness. The Applicant should include an estimated fair market value for the Property, the current owner of the Property, general information about the Property, and any other information the Applicant believes would be useful.
- **Potential Impact on Homelessness:** The Applicant must articulate how the Property will be used to provide housing to those experiencing homelessness.
- **Ability to Operate and Maintain Property:** The Applicant must demonstrate that it has the ability and funding to operate and maintain the Property to provide temporary housing for individuals and families experiencing homelessness on a continuing basis.
- **Ability to Provide “Wraparound” Services:** The Applicant must explain what services it will provide to those residing at the Property and how the Applicant will fund such services.
- **Applicant Contribution:** The Applicant must detail the amount and source of funds it can commit to contributing toward purchasing the Property or Properties.
- **Expedient Availability for Occupancy:** The applicant must identify a date certain on which the property can be ready for occupancy.

Contact information:

Additional questions related to potential projects should be directed to Vanessa Kennedy. She may be reached via e-mail at vanessa.kennedy@state.nm.us.

All applications should be emailed to Ms. Kennedy, with the subject line “Application for Casa Connection Grant Application.”

Project Terms:

Detailed project terms will be provided upon an application’s approval. By submitting an application, the Applicant certifies that the information provided is true to the best of their knowledge, and that knowingly making a false statement to obtain this grant or providing expenditures that do not qualify will result in the Applicant refunding all moneys received to the Department of Finance & Administration. The Department reserves the right to offer an award amount different than the amount requested, request more information from an applicant before and after making an award, award amounts prior to the closing of the application period, and reopen or extend the application period. The Department is not responsible for late or undeliverable email submissions.