**HOMEOWNER OPPORTUNITY PROGRAM (HOP)**

**CALL FOR INTEREST (CFI)**

**NON PROFIT ORGANIZATIONS**

Purpose of The Request – The Lower Rio Grande Valley Development Council (LRGVDC) is calling for interest from Non-Profit Organizations that desire to participate in the Homeowner Opportunity Program (HOP) as part of the Community Development Block Grant Disaster Recovery Program (CDBG-DR) funded by the U.S. Department of Housing and Urban Development (HUD) and administered by Texas General Land Office (GLO).

Program Guidelines for HOP are available for review at <http://www.glo.texas.gov/GLO/_documents/disaster-recovery/housing/hop-guidelines.pdf>.

The Homeowner Opportunity Program (HOP) is a Disaster Recovery Housing Program through which income-qualified applicants who live in FEMA-designated “High Risk” areas or areas of high minority and/or poverty concentration (as approved by the GLO) may elect to rehabilitate or reconstruct their existing home or relocate to a higher opportunity area. This program will involve relocation counseling and the provision of licensed real estate professionals to explain the options and choices available. When an applicant chooses to move to a higher opportunity area, their existing property will be transferred at no cost to a non-profit organization.

The requirements in responding to this CFI are as follows:

A Non-Profit Organization must:

1. Be in good standing with the Secretary of State;
2. Provide proof of Non-Profit Status;
3. Accept assigned properties from the LRGVDC;
4. Attend closing at title company to facilitate transfer; and
5. Demolish any existing structure on the property within 45 days of the closing.
6. Must be Bilingual (Spanish/English).
7. Have experience in Disaster Recovery Programs.

Non-Profit Organizations choosing to respond to this CFI and participate in this program will be subject to the following program requirements:

1. Non-profits will be offered memorandum of understanding with the LRGVDC.
2. The Non-profit will assume ownership of the subject property at the closing event with the requirement that any structure on the property be demolished within 45 days.
3. Non-profit Organizations will receive assignments of properties via rotation as applicants closing events are scheduled;
4. Assignments will be based on a methodology emphasizing availability, performance, and success.

Once a Non-profit is selected to participate in the program, they may be removed from the CFI pool for any of the following reasons:

1. A complaint is received from an applicant and found to be warranted by the LRGVDC and/or GLO;
2. Non-profit fails to comply with the MOU on any prior project;
3. Non-profit fails to demolish a property within 45 days of closing on a previous project; or
4. Other reasons not noted here.

LRGVDC Contact and Schedule

Complete Call for Interest applications may be submitted in person, U.S. Mail or other parcel carrier. Responses must be received in the LRGVDC’s Offices on or before Friday, August 23rd, 2013 by 12:00 Noon. LRGVDC strongly recommends all submitting firms or individuals to submit the CFI at least one hour early to ensure acceptance. The official time will be kept by LRGVDC. Each CFI will need to be time and date stamped by an LRGVDC front desk representative before it is accepted. NO LATE SUBMISSIONS WILL BE ACCEPTED.

Calls for Interest may be mailed or hand-delivered to:

Lower Rio Grande Valley Development Council

Procurement Department

Attn: Victor Morales

301 West Railroad

Weslaco, TX 78596

Review of the Calls for Interest will be conducted and applicants will be notified within 30 days of the due date.

All decisions made by the LRGVDC of the approved list of realtors will be final. Any challenges or appeals should be made to GLO. Additional information can be requested by contacting Victor Morales at the address above, or by e-mail at vmorales@lrgvdc.org .

**ATTACHMENT A**

**NON-PROFIT ORGANIZATIONS**

**CALL FOR INTEREST APPLICATION**

All questions must be answered and the date given must be clear and comprehensive. **This Application should be typewritten.**

1. Name of Non-Profit Organization:
2. Name of Contact for LRGVDC:
3. Permanent main office address:

 Local office address:

* 1. Office Phone #:
	2. Cell #:
	3. Email Address:
1. How many years have you been a Non-Profit Organization?
2. Have you filed for Non-Profit status with the Texas Secretary of State’s office?
	1. Please provide proof of Non-Profit status
3. Please provide a description of the services provided by your Non-Profit Organization.