

# SUSTAINABLE COMMUNITIES, HOUSING FOR TOMORROW FUND 2020



MINISTRY FOR SOCIAL ACCOMMODATION

 **HOUSING**  
AUTHORITY

All proposals submitted by the applicant are expected to engage with the ethos as outlined in the Sustainable Communities, Housing for Tomorrow policy. All information required on how to apply for the fund, including important dates, can be found below and here. It is adamant that all applicants read carefully all the attached material in order to ensure that the right documentation is submitted.

Late applications or applications with missing documentation will not be considered.

The Call for Applications is open from the 15th June 2020 and closes on the 6th July 2020. All required material is to be submitted via email on [sustainablecommunities.ha@ha.gov.mt](mailto:sustainablecommunities.ha@ha.gov.mt).

The Sustainable Communities Board





## Eligibility Criteria and Requirements

The Sustainable Communities Fund 2020 is open to any entity from non-governmental organisations, foundations, intentional communities to religious organisations/institutes.

All applicants have to demonstrate official documentation of their legal status or equivalent. Therefore, for any applicant to be considered eligible for the Fund at Step 1 of the application process (see below) applicants must:

- a. demonstrate official documentation of their legal status;
  - NGOs must be registered with the Office of the Commissioner for Voluntary Organisation (VO), Voluntary Organisation Act and the Legal Persons office;
  - Religious organisations must demonstrate their legal status and affiliation with their respective hierarchical structure;
  - Intentional communities must provide a detailed manifesto/statute.
- b. provide documentation proving that it is enlisted with the relevant authorities (e.g. NGOs with the Standard Authority);
- c. provide a copy of deed of Constitution/Statute;
- d. present official documentation showing that the organisation has sufficient financial and human resources to support the operations of the programme/service (for example a PSP or business plan approved by the bank);
- e. provide financial projections of at least 3 years of past audited accounts.



## Selection Criteria/Assessment Guidelines

The applicant must ensure that their proposal (Step 5) fulfils the below criteria, especially in relation to developing a holistic and integrated approach towards housing and service provision.

Therefore, the Board will support proposals that:

1. creatively incorporate the Housing Authority's current social housing waiting list (see Sustainable Communities 2019: 11-12).
2. develop a socially-aware design from the start which:
  - a. engages the user-group's needs through participatory research methods (e.g. focus groups or prior research conducted by the applicant post-2017);
  - b. use the gathered data from research to inform the 'brief' for planning and developing a sensitive spatial layout;
  - c. engage local partnerships and collaborative work with SMEs;
  - d. consider the neighbourhood and the community around the chosen property to be developed;
  - e. endorse collaborative work with other organisations within the non-profit sector.
3. utilise a bottom-up approach in order to promote community engagement and participation when possible;
4. include communities in ongoing monitoring and evaluation to ensure that social objectives are honoured and generate good practice for future learning.



# Application Process

## Phase 1: Call for Organisations

### Step 1: Abstract Submission (15th June - 6th July 2020)

The applicant is to submit:

- a short abstract between 300 – 500 words clearly outlining the project's main aims and goals via email on [sustainablecommunities.ha@ha.gov.mt](mailto:sustainablecommunities.ha@ha.gov.mt).
- Submit **all** documentation outlined in the Eligibility Criteria and Requirements section (see above).

The Board will contact all shortlisted applicants within two weeks from the deadline.

Concurrently, the Kamra tal-Periti will issue a call for Expressions of Interest to Periti who are interested in participating in the Design Competition process.

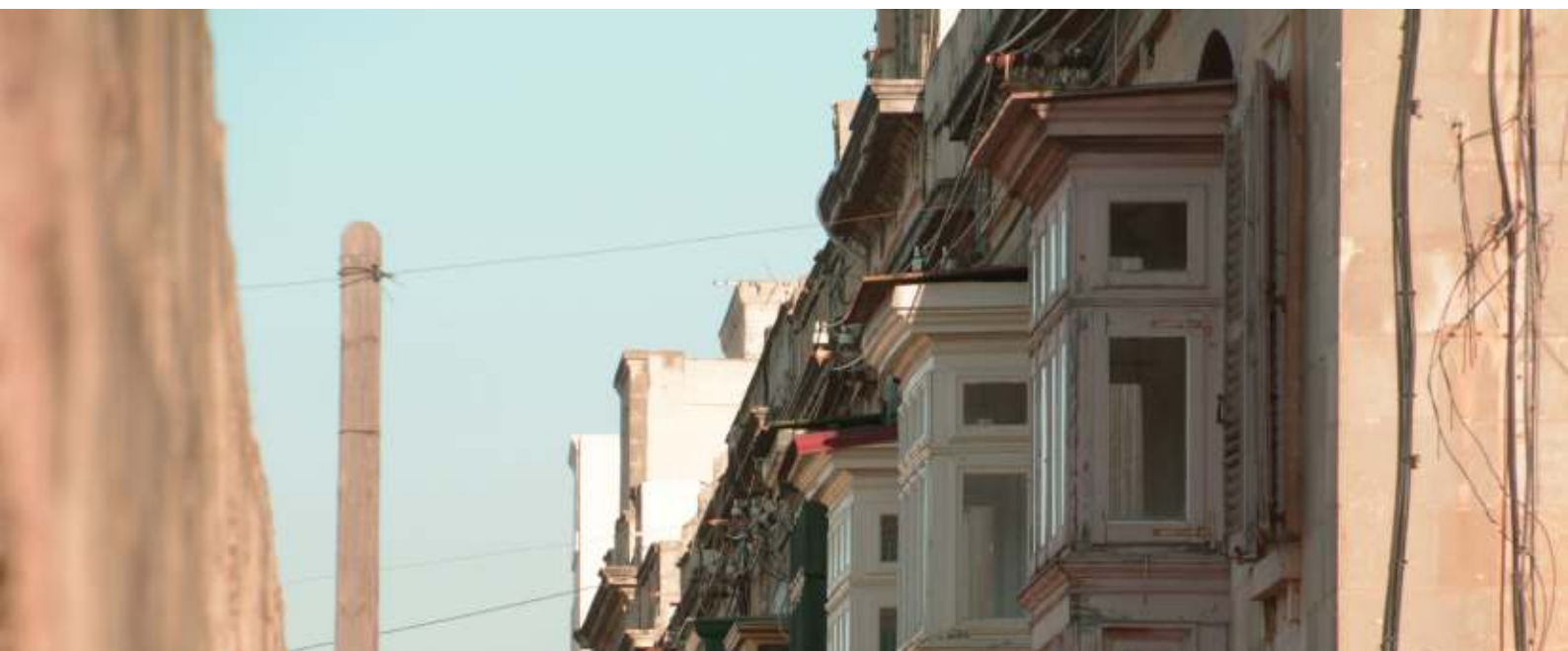
**NB:** Late abstracts and documentation will not be considered.

### Step 2: Information Session (24th June 2020)

An Information Session will be organised by the Sustainable Communities Board and Kamra tal-Periti in order to explain what this policy is about, the need for such projects, and how to apply and what the fund covers.

The two winning projects from the 2019 Fund will briefly present their projects and their experience. The audience will have the opportunity to participate through a Q&A at the end of the session.

**NB:** Details of the venue will be provided at a later stage and applicants can also join the session virtually.





### Step 3: Open House Visits

The Board will organise and schedule an open house visit in the available properties provided by the Housing Authority with interested applicants. Here, applicants can get a better understanding of the properties and may suggest which one is more suitable for their proposed programme. However, the final decision for property allocation remains that of the Board. This method will ensure that there is the right synergy between user-group needs, house design and location.

Additionally, the Board will provide a detailed walk-through video clip demonstrating the interiors of the shortlisted properties by the Housing Authority. This will be an option to those who may feel uncomfortable attending site visits due to the Covid-19 or if they do not manage to attend the open house visits.

### Step 4: Proposal submission (Date TBC)

All applicants will be contacted by the Board a week after abstract submission with a decision. For the shortlisted applicants a timeframe will be communicated for the proposal deadline. At this stage, applicants will need to submit:

A 3-page proposal clearly:

- outlining the aims, objectives and goals of the project;
- stating how the remit of the mission/work of the organisation has a direct housing element;
- stating how the retrofitting of dilapidated properties will set out best practice guidelines through the specialised service provision where good housing is put at the centre of a person's life;
- stating the number of direct beneficiaries that will be benefiting from this programme;
- demonstrating how a socially-aware plan from the start can be achieved through the combination of social, economic, environmental and wellbeing aspects;
- showing the methodology of how the user-group will be consulted during the planning stage and implementation process;
- showing any possibilities through which the applicant can include the surrounding community/neighbourhood in ongoing monitoring once the project is set up;
- listing the projected budget for the first 3-years of its operation;
- stating the way in which the project will be disseminated whilst providing evidence of eventual operational sustainability.

### Step 5: Assessment of Proposals and Final Short-listings

The assessments of proposals will be based on the Board's established criteria and assessment guidelines (see above and Sustainable Communities, Housing for Tomorrow 2019). At this stage, the Board may ask the shortlisted applicants for an interview and may be required to submit additional information or clarifications by the Board.

The successful applicants will enter into a lease agreement with the Housing Authority. This will be in the form of a deed of agreement defining the roles and responsibilities of both parties.

## **Phase 2: Call for Periti**

### Step 6: The Design Competition (Date TBC)

The Board in collaboration with the Kamra tal-Periti will organise a national Design Competition in order to ensure the highest standards of design for the shortlisted proposals.

Shortlisted applicants will be expected to present a detailed overview of their proposal through a 20 minute presentation of their project. The presentation should clearly outline the needs of the users, the users' requirements, choice of property and why (size, location and condition) and any other specifics deemed important.<sup>2</sup>

This presentation will serve as a **brief** to the periti and based on the given information will seek to accommodate the needs of the user-groups spatially and to pay attention to other building standards and regulations as outlined in the policy.

A networking session will follow right after the presentations for periti and applicants to discuss further their projects.

Periti will be able to submit designs for one or more proposed proposal, and the choice of project they decide to work on will be entirely up to the discretion of the participating Periti. Following the presentations by the shortlisted applicants, Periti will be invited to indicate which proposal or proposals they intend to focus on, and site visits will be organised for each applicant and Perit to discuss the proposal further.



2. Periti will be provided with separate guidelines which will include all the requirements needed to enter the design competition.

If no Periti decides to submit a proposal for any one of the proposed projects, the applicant organisation will be free to engage their own Periti to put forward the design proposal for their project, in line with the same regulations issued by the Kamra tal-Periti.

Periti will submit their design entries by a stipulated date (tbc) and will also be given a budget to work with.

A jury will be established, including members appointed by the Board in collaboration with the Kamra tal-Periti. The jury will select the successful project/s based on the eligibility criteria established above and on a set of design criteria established by the Kamra tal-Periti.

The applicant will enter into an agreement with the shortlisted Periti who will be responsible the implementation of the project from planning application stage through to completion, inclusive of the structural works, finishes and external areas. The applicant will be required to engage separately the services of other consultants (eg. M&E Engineer, Fire Safety Engineer, etc) according to the needs of the project, and such experts are to be identified in the project proposal, together with the respective fees.

#### Step 7: Ongoing monitoring of social input and post-occupancy research

As outlined at the outset, these programmes need to incorporate social input in their building design. This requires ongoing monitoring and evaluation by the applicant and the Board in order to ensure that social objectives are met, plans followed, and for future programmes to benefit from final outcomes (including best practices). This will be done through a quarterly progress report.

For example, if the project is aiming for the user-group to be involved in maintaining its communal and green spaces as a way of assessing health impacts, then, after the programme's completion the user-group should be interviewed. If, for instance, the aim is to achieve increased socialisation then the outcome of the interviews will determine the success of the project and how it could be further improved. Such data needs to be submitted to the Board a year after the programme's completion through a service evaluation.