



REQUEST FOR PROPOSALS (RFP)

Community Development Finance Consultant - Fund Restructuring and Streamlining

Lift to Rise seeks proposals for Community Development Finance Consultant - Fund Restructuring and Streamlining.

Lift to Rise is the backbone non-profit organization of a collaboration of more than 70 partners, including private and public sector leaders and community advocates, working on a bold plan to radically increase housing stability and economic mobility for everyone in the Coachella Valley in eastern Riverside County, California. The We Lift: Coachella Valley Housing Catalyst Fund (“the Catalyst Fund” or “the Fund”) is an innovative regional fund that deploys flexible, low-interest loans towards community-prioritized affordable housing projects that are stalled due to financing gaps.

Lift to Rise was recently awarded \$5 million in Regional Early Action Planning (REAP 2.0) funds from the Southern California Association of Governments (SCAG), through funding from the State of California. All projects funded by REAP 2.0 must meet its primary objectives, which are to accelerate infill housing development, reduce VMT, increase housing supply at all affordability levels, and affirmatively further fair housing. Lift to Rise is seeking consultants to support the implementation of this grant, with all technical work required to be completed by June 30, 2026. No U.S. government funds are part of this grant. More information about the Fund is available at <https://lifttorise.org/we-lift/>.

Need Statement:

Lift to Rise requires expertise in community development finance to provide legal and strategic support on a restructuring of the Catalyst Fund towards a participatory structure, legal and strategic support on development additional loan products, standardization of a process for borrowers to apply for loans in partnership with the Fund's Community Advisory Committee, and standardization of loan documents, participation agreements and other key documents.

Specifications/Qualifications Desired:

- Minimum of five years of experience in financial product development and underwriting.



- Proven track record in structuring community development loan products.
- Familiarity with federal, state, and local housing finance programs.
- Strong skills in financial modeling and risk assessment.
- Experience working with CDFIs or nonprofit financial institutions is preferred.

Activities/Deliverables Required by REAP 2.0 Grant:

- At least one new loan product available through the fund
- Standardized loan application process, loan agreements, participation agreements, and other relevant loan documents as needed

Desired Outcomes:

- Support the restructuring of the Catalyst Fund towards a participatory structure.
- Provide written and oral legal and strategic support on a fund restructuring.
- Create and implement a process for borrowers to apply for loans in partnership with the Community Advisory Committee.
- Development of new loan products tailored to community needs, addressing gaps in funding and expanding access to financial resources for affordable housing initiatives.
- Standardized and efficient loan application process that reduces administrative burdens, accelerates loan approvals, and ensures a clear and accessible process for applicants.
- Improved accessibility and sustainability of the Catalyst Fund.

Budget Range: \$78,000 to \$88,000

Submission Requirements: 1) Proposal detailing relevant experience, no more than 5 pages, submitted as Microsoft Word or PDF document; 2) Cost breakdown of proposal; 3) Submit to info@lifftorise.org with Subject Line "Proposal for Community Development Finance Consultant - Fund Restructuring and Streamlining."

Submission Deadline: April 11, 2025

Selection Process: Lift to Rise will assess all proposals through a competitive procurement process based on predetermined criteria, including price, quality, experience, and delivery timeline.

Contact Information: info@lifftorise.org. No phone calls please.