



## REQUEST FOR PROPOSALS HOUSING AND SCHOOL ENROLLMENT STUDY

**Response Deadline: Monday, December 12, 2022 at 4:30 pm ET**

### OVERVIEW

New Hampshire Housing seeks a consultant to review and expand on studies examining the relationship between residential development and school enrollment in New Hampshire, and to write a report based on research and current data. A frequently cited concern of opponents of residential development is that adding housing to a community will increase enrollment at local public schools and also increase property taxes.

The desired end date for this project is May 2023. Cost estimates to conduct the study should not exceed \$35,000.

### BACKGROUND

New Hampshire Housing is a self-supporting public corporation that promotes, finances, and supports affordable housing in New Hampshire. NH Housing has rental and homeownership programs designed to assist low- and moderate-income persons with obtaining affordable housing.

Established by statute in 1981, NH Housing receives no operating funds from state government. Its nine-member Board of Directors is appointed by the Governor and Executive Council. The organization has approximately 140 employees. Additional information about NH Housing can be found at [www.NHHousing.org](http://www.NHHousing.org).

Housing availability is critical for New Hampshire's economic growth and future. The state has a population of 1,377,529 (an increase of 4.6% from 2010 - 2020). It has 638,795 units of housing (an increase of 3.9% from 2010 - 2020). With one of the lowest unemployment rates in the nation, very low rental vacancy rates, and rising home purchase prices, the supply of housing units needed by the state's residents is not keeping pace with demand.

### SIMILAR RESEARCH

New Hampshire Housing previously contracted with Applied Economic Research to research and produce several publications addressing the relationship between housing and school enrollment. These studies proved to be valuable in addressing community concerns about the impact of new housing development on school enrollment. While the reports listed below continue to have value, a current study reflecting the elements in the Scope of Work is needed.

- *Housing and School Enrollment in NH: A Decade of Dramatic Change* (2012)  
[www.nhhfa.org/wp-content/uploads/2019/06/School\\_Enrollment.pdf](http://www.nhhfa.org/wp-content/uploads/2019/06/School_Enrollment.pdf)
- *Housing and School Enrollment in New Hampshire: An Expanded View* (2005)  
[www.nhhfa.org/wp-content/uploads/2019/06/School\\_Study.pdf](http://www.nhhfa.org/wp-content/uploads/2019/06/School_Study.pdf)

- *New Residential Development and School Enrollment: Just the Facts (2004)*  
[www.nhhfa.org/wp-content/uploads/2019/06/School\\_Enrollment\\_2004.pdf](http://www.nhhfa.org/wp-content/uploads/2019/06/School_Enrollment_2004.pdf)

## **SCOPE OF WORK**

New Hampshire Housing is looking for qualified individuals or entities to review, analyze, and expand on past studies examining the relationship between residential development, school-aged children, and property taxes, and produce a report that reflects these components:

- A review of past New Hampshire Housing studies demonstrating the effect of new housing construction on school enrollment in NH communities.
- An overview of enrollment trends statewide and in various regions of the state.
- An overview of the demographic trends and policy factors that influence enrollment trends in NH. There is interest in how increased rates of homeschooling post-pandemic and growing enrollment in NH's charter schools may influence public school enrollment in NH and the subsequent impact on property taxes.
- A summary of the relevant literature examining the relationship between housing construction, school enrollment, and the effect on property taxes. The search should focus on important studies with significance to NH communities, including studies conducted within NH and surrounding states, as well as important national studies. For example, the 2019 report by Dr. Richard England, commissioned by the NH Association of Realtors, *Will More Kids in Town Raise the Local Tax Rate?*
- Case studies examining new housing development and school enrollment in four NH communities (communities will be selected in consultation with NH Housing staff).
- An overview of how enrollment is projected to change over the next decade.

## **RFP SUBMISSION GUIDELINES**

The proposal should be submitted via email as a PDF file for printing on 8.5 by 11-inch paper. Proposals should be no more than 10 pages (exclusive of resumes and examples of relevant project reports as noted below) and include the following information:

1. Cover page identifying the project and entity submitting the proposal.
2. Letter of interest.
3. Qualifications and experience.
4. Approach to Scope of Work. Provide a detailed and deliverables-based description of your approach to each element of the Scope of Work. Be specific about each element of your work plan.
5. Project Schedule. Provide a detailed timeline for all project deliverables/milestones.
6. Budget. Provide a descriptive, itemized budget for the services to be performed based on the scope of services and deliverables.

7. References. Provide a list of names, titles, and contact information for up to three references.
8. Resumes or CVs of all project personnel. *This does not count toward the proposal page limit.*
9. At least three relevant project reports completed by you and your team (either as attachments or by links to online material). *This does not count toward the proposal page limit.*

NOTE: New Hampshire Housing reserves the right at its sole discretion to accept or reject late proposals. New Hampshire Housing also reserves the right to issue amendments or changes to this RFP, and to make changes in the proposal submission and selection schedule.

The final scope of work is subject to negotiation between New Hampshire Housing and the selected consultant and shall include a final written report, a PowerPoint slide deck summarizing the report's findings, and a presentation by the consultant. New Hampshire Housing will exercise editorial control over and ownership of all final materials.

## SELECTION CRITERIA

The following criteria will be used to assess proposals:

- Quality of written proposal
- Completeness of proposal and responsiveness to RFP requirements
- Project description and approach
- Consultant's prior experience in conducting similar studies and assessments
- Consultant's training, expertise, and professional credentials
- Quality of references
- Reasonableness of cost proposal

## TIMELINE FOR SELECTION PROCESS

Activity	Date
RFP Distribution	November 3, 2022
Deadline to submit written questions	November 18, 2022
Written answers published	November 23, 2022
Proposal Due	December 12, 2022
Interviews	January 3, 4, 5, 2023
Consultant Selection	January 11, 2023

## CONTACT

Please contact Sarah Wrightsman, Community Engagement Coordinator regarding this RFP via email at [swrightsm@nhhfa.org](mailto:swrightsm@nhhfa.org).