

## **SOUL Feasibility Study Developer**

Sisters Opportunities for Unified Living: SOUL's mission is to develop and maintain affordable, long-term, independent living for adults experiencing developmental disabilities in Sisters, OR.

SOUL is looking for a **Feasibility Study Developer**. This person will consult with the Executive Board of SOUL for a Feasibility study that will look into a building project and/or remodel for our target population. This person will work with the city, county and local persons and organizations to help us refine and define our vision for housing that meets the need in our community for IDD individuals to remain in Sisters near their families. We would love for this person to be well established or knowledgeable about our community. We need a person that is self motivated and articulate so they can represent SOUL. This person needs to deliver a plan within a specific time frame so that we can take our vision to fruition. This is a contract position with a 3-6 month time frame.

- Self Motivated
- Detail Oriented
- Effective Verbal and Written Communicator (in English)
- Knowledgeable about land usage and permitting is a plus
- Good listener
- Experienced with or interested in supporting special needs individuals

The goal of this study is to develop a plan for implementation of our housing project for individuals with Intellectual and Developmental Disabilities in Sisters. The contractor will work with city, county, and state agencies as well as other community groups and private individuals to complete a plan that will meet all licensing and zoning requirements. The scope of the project may include other target communities, such as single parents, elderly, low-income individuals, etc, and agencies that support those communities.

### **Deliverables:**

Project development plan that includes building from the ground up or repurposing existing facilities, including:

- A project development budget
- Projected operating budget
- Potential properties for our project
- Grants and fundraising to be pursued to fund the project
- Community outreach required to gain support and partnerships for the project

### **Assessment:**

This project will be considered successful if the contractor provides the deliverables listed above in a timely manner.

### **Scope of project**

- I. Determine project target audience

- A. Specific needs for this group
- B. Number of people
- C. Other potential residents
- II. Where could this location be?
  - A. Consulting with the City of Sisters
  - B. Consulting with Deschutes County
  - C. Consulting with realtors/developers
  - D. Researching possible private donors
- III. Research the difference between Federal funding vs private funding.
  - A. Develop a plan that works for both
  - B. What other groups can we partner with?
  - C. Where can we get funding from?
  - D. Workshop with Housing Works
- IV. Developing Potential Budgets
  - A. Raw Land
  - B. Existing facilities
  - C. Remodeling
  - D. Operational Budget
- V. Community Outreach
  - A. Identify potential partnering individuals and groups
  - B. Develop and implement a plan to reach to these groups
- VI. Expectations
  - A. Weekly Progress Report that is shared with board members
  - B. Attend monthly board meetings
  - C. Include board members in the outreach phase and public meetings

Compensation:

This is a short-term, fixed-fee 1099 position, to be discussed at time of interview.

Contact: Tina Mensing, Chair  
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