

TAHOE REGIONAL PLANNING AGENCY
Request for Expressions of Interest (RFEOI)

Activities, Tools, and Events to Build Capacity for Community Engagement in
Planning and Policy Decisions

Announcement	March 3, 2025
Description	The Tahoe Regional Planning Agency (TRPA) is seeking to build capacity within our local communities to help shape regulatory policies that support affordable and workforce housing ¹ and environmental protection. Increased capacity among a broad range of informed and engaged individuals and community-based organizations to help build lasting, two-way engagement between TRPA, other agencies and the diverse communities of the Lake Tahoe Region. Building this capacity is a central goal of TRPA’s Cultivating Community, Conserving the Basin project. To achieve this goal, TRPA has gathered initial ideas on capacity-building activities and is seeking assistance from and for partners in helping implement some of these ideas.
Deadline	Submissions will be accepted through March 26, 2025. Submissions may be considered after the deadline, as space and funding permits.
Questions	Submit all questions in writing via email or mail to the RFI Coordinator. Kaley Arboleda Tahoe Regional Planning Agency PO Box 5310 Stateline, NV 89449 karboleda@trpa.gov

¹ TRPA uses the term “affordable and workforce housing” as a general term to include any housing that is affordable to those who are eligible for “affordable” and “moderate” income housing as defined in Chapter 90 of the TRPA Code of Ordinances, as well as for local workers who may not meet those definitions. This may include naturally affordable housing (not deed-restricted).

1. Introduction

The Tahoe Regional Planning Agency (TRPA) applied for and received grant funding from the California Department of Housing and Community Development to build sustainability and resilience in the Lake Tahoe Region by facilitating greater access to housing, encouraging more compact development, and reducing vehicle miles traveled.

A key element of the grant program is building long-term capacity for community engagement and expertise around land-use planning and policies that can help shape the built environment, and for building trust between underrepresented groups, the community as a whole, and decision makers. This element could include, but is not limited to, opportunities for historically underrepresented and disadvantaged communities to gain the knowledge, tools, and access needed to participate in regional planning and conservation programs, and for improving the ability of agency staff to engage effectively with different segments of the community and priority communities identified in the TRPA [Transportation Equity Study](#).

TRPA plans to start this process with a series of webinars, workshops, or other capacity-building activities, which may evolve in the future into a more formal curriculum.

2. Possible Topics

TRPA is seeking community partners who have expertise or an interest in providing content that could meet the needs of a specific community segment or provide value to the broader public. TRPA has developed initial content ideas based on input for educational topics received through partners engaged in the Cultivating Community, Conserving the Basin project and post-webinar survey responses. This list is not comprehensive, and TRPA welcomes additional suggestions.

Topics:

- **TRPA Regulations** – TRPA staff will primarily be involved in creating content to explain elements of how TRPA policies, plans, and codes work and how they apply to Lake Tahoe communities (see list below). Proposals from others with expertise to help provide this content can also be considered.
- **How to Make Housing Happen:** This session or sessions could examine innovative housing models that have met with success in other areas or in the Tahoe region. Participants will learn how these models have been successfully implemented to address housing shortages and affordability challenges.
- **Stormwater Management Best Practices:** This workshop would focus on innovative approaches to stormwater management, aimed at reducing runoff and protecting water quality in the Tahoe Basin. Case studies could highlight local and regional successes, as well as case studies from other areas. The workshop could include learning objectives related to policy strategies, maintenance considerations, and how stormwater management can enhance community resilience.
- **Local Jurisdiction Panel:** This workshop would bring together representatives from various local jurisdictions to share insights and best practices on planning, housing policy, and land

management. The session would aim to foster collaboration and knowledge-sharing across jurisdictional boundaries.

- **Innovations in Deed-Restrictions:** This session would discuss how communities use deed restrictions creatively and effectively to ensure long-term housing affordability and meet local housing needs. This workshop would present best practices and case studies from other areas and/or the Tahoe Region. Examples could include Whistler, British Columbia, and/or other pioneering regions.
- **Land Banks and Land Trusts.** A workshop on how land banks and community land trusts work inside and outside of the Tahoe Basin.
- **Walking Tours:** Visit existing neighborhoods and housing projects to learn about successful models within the Tahoe Basin or surrounding areas.
- **Build Your Own Option:** Participants are invited to propose workshops, webinars, videos, or other educational activities that further address the topics above, or other relevant topics. Possible topics include the relationship between affordable and workforce housing and:
 - Innovative financing mechanisms
 - Zoning
 - Accessory Dwelling Units
 - Parking
 - Community engagement
 - Community resiliency
 - Equity
 - Economic development
 - Revitalization and redevelopment
 - Public-Private Partnerships

Existing Content or Under Development (more information on the [Community Academy](#) tab of www.tahoeliving.org):

TRPA 101: This session was the first in a series of public webinars on planning for affordable and workforce housing at Lake Tahoe. It provided a brief overview of the background and history of the Tahoe Regional Planning Agency, including the structure of governing and advisory bodies, and how plans, regulations and programs relate to the form of development on the ground.

Planning 101: This was a high-level overview of the role of planning, with examples on how planning works at Lake Tahoe, including how regional and local planning relate to each other.

Growth Management & Development Rights 101: This webinar will feature guest speaker Rick Pruetz, who will discuss growth management planning methods. TRPA staff will give an overview of TRPA's growth management system and how it can be leveraged to better incentivize diverse housing options.

The session will cover the fundamentals of growth management planning, best practices, and an overview of TRPA's approach to balancing environmental protection with sustainable development.

3. Criteria for Consideration

The agency will evaluate proposals for how well they address the following criteria:

- Align with the Cultivating Community project's Vision and Outcomes (most recent draft available [here](#)), and demonstrate potential outcomes that contribute to community planning and housing solutions and utilize planning best practices.
- Feature an innovative proposal to engage a diverse set of community members, taking into consideration both content and methods for reaching out to possible attendees.
- Address best practices with practical examples generally accepted in the planning and land-use professions.
- Team has the knowledge and experience necessary to produce the content offered.

3. Responses

TRPA will work with interested applicants to further develop activities for the Community Academy. As a response to this RFI, applicants may include some or all of the following information. Before final selection, applicants will be required to provide all of the following information for consideration (final documentation may be provided at a later date, after initial discussions with TRPA):

1. Outline: Provide a description of your activity idea, including the objectives, high-level description of content, expected outcomes, and how your proposal enhances the community's understanding of local and regional planning processes..
2. Outreach plan: Describe how you will advertise the activity, how many people you expect to reach, and whether the activity will be targeted to a particular segment of the community. Applicants should detail promotion strategies, including social media, newsletters, and partnerships, and specify the expected audience reach and target segments.
3. Connection to Project Goals: Explain how your proposal connects to at least one of the Cultivating Community [intended outcomes](#).
4. Team: Applicants should outline their team structure, experience with the content offered, and demonstrate capacity for effective project management. Successful applicants must meet with TRPA staff to review and submit workshop materials before the event.
5. Timeline: What is the timing of when you would be able to offer this activity?
6. Cost: What do you estimate the approximate cost to do this activity will be?

Responses may be submitted through this form- <https://forms.gle/hsPcDJafH7dyiGRv6>.

Selection

Initial review will begin following the March 26 deadline. Submissions may be considered after the deadline, as space and funding permits. TRPA staff may contact respondents to further develop a proposal and may contract with individual respondents.

Funding

TRPA anticipates providing funding in amounts ranging from \$2,000 to \$10,000 per activity, depending on the scale and scope. TRPA has set aside up to \$45,000 for the first round of activities and may adjust the funding amount depending on need. All applications are subject to public disclosure and are not confidential.

Contracting

Successful applicants will be required to sign TRPA's standard 2-party contract, which includes commercial general liability and professional liability insurance. Changes to [TRPA's standard 2-party contract](#) may be considered on an individual basis but are not guaranteed.