

THE HOMELESS HOUSING ASSISTANCE LOAN (HHAL) APPLICATION PROCESS



Susan Pourciau, Director of Homeless Training and
Technical Assistance, Florida Housing Coalition
pourciau@flhousing.org

9/23/2016

SPONSORED BY THE STATE OF FLORIDA
DEPARTMENT OF ECONOMIC OPPORTUNITY

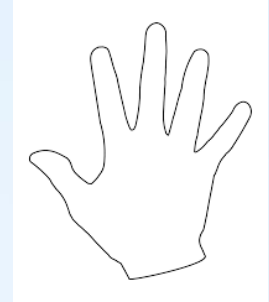




Poll 1: Who are You?

Poll 2: Probability of applying for HHAL funds?

QUICK QUESTIONS



Raise your electronic hand if:

1. You have been involved previously in applying for Florida Housing Finance Corporation funding.
2. You have any experience in housing development.

THE PLAYERS

FLORIDA HOUSING COALITION (“The Coalition”)

- www.flhousing.org
- A statewide nonprofit organization that provides training and technical assistance on affordable housing and homelessness.
- This is the nonprofit that employs me and others who provide technical assistance. We have no money to give you – just expertise.



FLORIDA HOUSING FINANCE CORPORATION (“Florida Housing” or “The Corporation”)

- www.floridahousing.org
- This is a public corporation created by the State of Florida legislature. They are the state’s “housing finance agency.” They have the money for affordable housing.
- Administers SAIL, SHIP, State HOME, Low Income Housing Tax Credits, Multifamily and Single Family Bonds, Predevelopment Loan Program, Foreclosure Prevention, Special Initiatives



DISCLAIMER

I do not work for the Florida Housing Finance Corporation and I am not authorized to speak for the Corporation.

This webinar is not authoritative; it is intended only as a helpful and encouraging professional advice.

You should depend on the Final RFA* and authoritative guidance of the Florida Housing Finance Corporation; see www.floridahousing.org.

*Note that the version we are discussing today is still in *draft* form. The FINAL RFA will be issued around 9/30/16.





- Sign up for “webboard” to get announcements
- Find all materials related to this funding opportunity – navigating from home page
 - Multifamily Programs
 - Competitive
 - 2016
 - 2016-106

TABLE OF CONTENTS

9/20/16 DRAFT RFA 2016-106

Section 1	Intro	2
Section 2	Definitions	2
Section 3	Procedures and Provisions	2
Section 4	Info to be Provided in the Application	6
Section 5	Scoring and Selection Process	24
Section 6	Award Process	26
Exhibit A	Application	28
Exhibit B	Required Forms	33
Exhibit C	Definitions	38
Exhibit D	Credit Underwriting and Program Rqmts	43
Exhibit E	Continuing Program Compliance	60



WHAT'S IN A NAME?

HOMELESS HOUSING ASSISTANCE LOAN DEMONSTRATION PROGRAM



- It's for “homeless housing” – creating permanent rental housing for people who are homeless
- It's a “loan” – but it's 0% interest and forgivable if the development is used for its intended purpose for 15 years
- It's a “demonstration program” – FHFC is piloting the idea and may (or may not) provide the funding in the future
- RFA 2016-106 – the number for the Request for Applications (RFA)





SHOW ME THE MONEY

\$600,000 for 1-4 unit* development

\$750,000 for 5-10 unit* development

(includes \$40,000 predevelopment loan)

*A unit is a residence for a household – for instance, an apartment, a house, one side of a duplex, etc. A unit is not a bed.

Total funding available \$5,000,000

(enough to fund 6-8 projects, no more than one per CoC)



ALLOWABLE DEVELOPMENTS

- Permanent rental housing, with *leases* at least 7 months. (Note: NOT shelter, transitional housing, or bridge housing.)
- Every unit in the development must be for homeless household.
- The development must be in an eligible county (page 9).
- New construction or acquisition/rehab.
- Structures (on *up to 3 sites*)
 - Single family, including certain manufactured housing
 - Duplex, triplex, quadraplex
 - Townhomes
 - Garden apartments
- An application *cannot* be for a portion of units in a structure or for a part of a larger development.



ELIGIBLE GEOGRAPHIC AREAS FOR HHAL DEVELOPMENTS
(see p. 9)

Continuum of Care	County
North Central Florida	Bradford
	Gilchrist
	Levy
	Putnam
Big Bend	Franklin
	Gadsden
	Jefferson
	Liberty
	Madison
	Taylor
	Wakulla
Charlotte	Charlotte
EscaRosa	Santa Rosa
Highlands Area	DeSoto
	Glades
	Hardee
	Hendry
	Highlands
	Okeechobee
Mid-Florida	Citrus
	Hernando
	Sumter
Monroe	Monroe
Northeast Florida	Clay
	Nassau
Northwest Florida	Bay
	Calhoun
	Gulf
	Holmes
	Jackson
	Washington
Okaloosa-Walton	Okaloosa
	Walton
St. Johns	St. Johns
Suwanee Valley	Columbia
	Hamilton
	Lafayette
	Suwannee
Treasure Coast	Indian River
	Martin
Volusia-Flagler	Flagler

ELIGIBLE APPLICANTS



- Nonprofit organizations (either directly *or* as 100% owner of another organization)
- Only one application per applicant
- Applicant must be the developer (as such, will receive 10% of Total Development Cost as Admin Fee)
- Active member of CoC, use HMIS and CE, etc. (see certification requirements in Exhibit B)
- “Current provider of publicly-funded services or housing for homeless households in the county of the proposed development.” (page 8)
- Must comply with “housing first” principles (see def on page 40 and my handout)



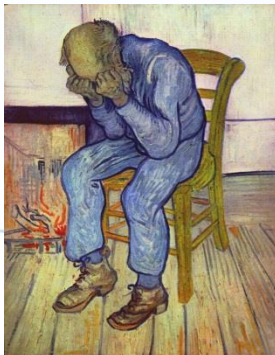
HOUSING FIRST AND FAIR HOUSING QUESTIONNAIRE (MY GUIDANCE ONLY - NOT PART OF RFA)

1. We will use a standard landlord-tenant lease; no special provisions will be added to the standard lease. The lease will be at least 7 months in duration.
2. Tenancy and housing decisions will not be tied to participation in services. Our tenants will not be required to participate in any classes or services at any time (neither before they move in or after).
3. In housing decisions (e.g., leasing, eviction), we will not discriminate against people who have a disabling condition. Appropriate accommodations will be made.
4. We will not base housing decisions on whether or not people actively use alcohol.
5. We will not base housing decisions on whether or not people actively use drugs (other than alcohol) without a prescription.
6. We will not base housing decisions on whether or not people have a mental health diagnosis.
7. Tenants will not be required to do chores or participate in meetings, etc. If they choose to do chores or participate in meetings, they are not rewarded with extra benefits.
8. We will not require that prospective tenants or current tenants to submit to drug testing or alcohol testing.
9. We will not require tenants or potential tenants to participate in any of the following: budgeting or financial literacy classes; parenting classes; AA, NA, or substance abuse counseling; mental health evaluation and treatment; religious services, etc.
10. We will not base housing decisions on membership in any legally protected class, or household composition (e.g., same-sex couples, unmarried couples), or source of income.
11. We will use the Continuum of Care coordinated entry system as a source of tenant applications, and house people based on the priorities of the local CoC.
12. We will comply with HUD Guidance on the use of criminal records in housing decisions (e.g., we will not consider arrests in housing decisions, we will not have blanket bans on felonies).



ELIGIBLE TENANTS

- Homeless individuals or families (see def on page 39)
- “Intended residents *shall* be identified through the local [CoC] coordinated intake and assessment process.” (page 16, italics added)
- Must be a “priority” subpopulation for the CoC (e.g., chronically homeless)
- Describe in some detail in the application (e.g., subpopulation, disabilities)



TENANTS' INCOME ELIGIBILITY: SET-ASIDE COMMITMENTS

- At least 80% of household tenants at or below 60% of Area Median Income (AMI). Income certification required for 15 years.
- If the development is for 3 or more units – must have units set aside for Extremely Low Income (ELI) households.
 - See page 10 of Draft RFA for more details.



TIPS FOR APPLICATION

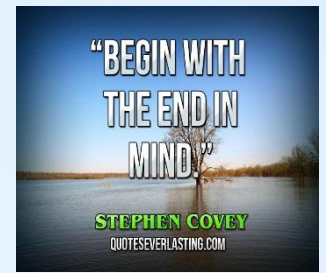
- Read and re-read the RFA. Write. Read it again. Write some more.
- (Read it again.)
- Much of the application is narrative, so writing matters a lot – how you write, the extent to which you addressed the question, and the clarity of the presentation. (Also, pay attention to page limits.)
- When the scorers have read your application, it should be crystal clear what you intend to do, with whom, where, why, and how.
- Don't make it fancy. Make it clear and straightforward.
- After you've written it, ask someone else to read it and tell you whether it makes sense – preferably someone who is not in the business.

Pop Quiz!



There's one common component of funding applications that is missing from this application. What is it?

BEGIN WITH THE END IN MIND



SCORING the Applications! See p 24

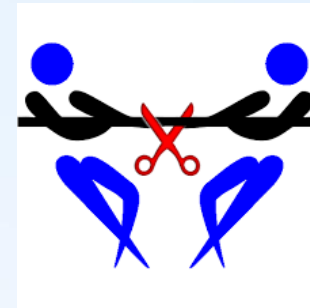
- Threshold/mandatory requirements*
- Points* for:
 - (1) experience (?) operating/managing rental housing (10 pts) – see p 7;
 - (2) access to community-based services (25 pts) and amenities (10 pts) – see p 15-16;
 - (3) tenant selection plan (25 pts) – see p 16-17.

*Note: must have minimum 50 pts to be considered



BEGIN WITH THE END IN MIND (CON'T)

Tie breakers, if needed . . .



1. Qualifying Financial Assistance Preference (pp 17-18)
 - 1-4 units: at least \$5,000 CASH non-Corporation funding (pending, approved, or received)
 - 5-10 units: at least \$10,000 CASH non-Corporation funding
2. Florida Job Creation Preference
3. Lottery

TIMELINE

Estimated Date	Milestone
9/20/16	Draft RFA issued
9/30/16	RFA 2016-106 issued (final)
10/27/16	Applications due
1/17	Preliminary award recommendations to FHFC Board
1/17	Preliminary loan commitment and \$40,000 preconstruction loan closing; Technical Advisor assigned
7/17	Development Plan due within 6 months of above
8/17	Enter into Credit Underwriting
2/18	FHFC Board approve Credit Underwriting report within 6 months of above; firm loan commitment
8/18	Construction Loan closing within 6 months of above
8/19	Certificate of Occupancy issued within 12 months of above



Poll 3: More or less likely to apply?

REMINDER: DISCLAIMER AND AUTHORITY

- I do not speak for the Florida Housing Finance Corporation.
- Submit comments and questions to Ken Reecy at FHFC
 - Ken.Reecy@floridahousing.org



we make housing affordable™





KEEP CALM

AND

ASK FOR TECHNICAL ASSISTANCE

FROM THE FLORIDA HOUSING COALITION

Pourciau@flhousing.org

