

**Request for Applications for
Financing Smaller PSH Developments for Persons with Developmental Disabilities
A Florida Housing Finance Corporation Public Meeting**

**Tuesday, August 26, 2014
2:00 p.m. E.S.T.**

1. Introductions
2. Issuance of New Request For Applications (RFA)
3. Funding Available
 - a. Of the \$10 million in grant funds appropriated by the 2014 Legislature, up to \$4 million available for this RFA
 - b. Florida Housing is proposing a 60/40 split in distributing the \$4 million.
 - (1) 60% for Adding Units to the supply (\$2,666,667)
 - (2) 40% for Renovating existing Units (\$1,333,333).

Similarities with the previous RFA:

4. Demographic Commitment

Suggestion regarding writing the narrative description of Persons with Developmental Disabilities intended to reside in a proposed development
5. Development Categories
 - a. Adding to the supply of CRHs and Supported Living Units-
 - b. Renovation of Existing CRHs
 - c. Renovation of Supported Living Units
6. Development Type
 - a. Community Residential Homes must be a Single Family Home
 - b. Supported Living Units can be Single Family, Duplex, Triplex and Quadraplex
7. Are there any comments or questions regarding the requirements and/or eligible construction features?
8. Shared Housing vs Non-Shared Housing
 - a. Community Residential Homes meet the definition of Shared Housing.

- b. Supported Living Units may be Shared Housing or Non-Shared Housing.
9. Set-Aside Commitments
- a. 100% of the Residents must have incomes at or below 60% AMI
 - b. Extremely Low-Income (ELI) set-aside commitment for non-Shared Housing Supported Living Units
 - (1) At least 1 ELI Unit for every 2-3 Units
 - (2) At least 2 ELI units for 4 Units
 - c. Extremely Low-Income (ELI) set-aside commitment for Shared Housing Units
 - (1) At least 1 ELI Resident for every 2-3 Residents
 - (2) At least 2 ELI Residents for every 4-6 Residents
 - (3) At least 3 ELI Residents for every 7-8 Residents
 - d. Affordability Period for all Units - Commitment to income and ELI set-asides for a minimum of 10 years

10. Funding Request Amounts are the same as the prior RFAs

Do you have comments regarding the Funding Request limits?

Provisions fo this RFA that are different from the previous RFAs

11. The Application is expected to be provided and filled out online.
- a. You will need to go to our webpage to create a username and password, then create a new application.
 - b. We'll provide additional instructions through a webboard announcement soon.
 - c. IMPORTANT – An Applicant must submit an Application for EACH CRH or Supportive Living Development.
12. Guidelines/Instructions have been split away from the Application.
- a. The Application is found in Exhibit A (page 34 of the posted draft), but will be filled out online.
 - b. Additional guidance on how to fill those answers out can be found in Section Four of th eRFA (page 5 of the posted draft).

- c. It is highly recommended that you have Section Four (instructions for the Application) open as you fill out the questions in the online application. There are a lot of additional instructions about what we're looking for listed there.

13. Development Location

- a. If Adding Units that Serve Persons with Developmental Disabilities, the Applicant should provide the Development Location in the Application, if known.
- b. If Renovating Existing Units that are Currently Occupied by Persons with Developmental Disabilities, the Development Location is a mandatory item and must be stated in the Application.

14. Site Control

- a. NEW! Providing documentation demonstrating Site Control is not required to be submitted at the Application Deadline. Documentation requirements and timelines for document submission are outlined in Exhibit C (page 49 of the posted draft).
- b. If Adding Units that Serve Persons with Developmental Disabilities, the Applicant must demonstrate site control within 90 days of the mailing of the Corporation's letter of preliminary award. There will be no extensions or exceptions to this deadline.
- c. If Renovating Existing Units that are Currently Occupied by Persons with Developmental Disabilities, the Applicant must demonstrate site control within 30 days of the mailing of the Corporation's letter of preliminary award. There will be no extensions or exceptions to this deadline.

15. Ability to Proceed (site plan or plat approval, zoning, infrastructure)

- a. New! Providing documentation for demonstrating Ability to Proceed is not required to be submitted at the Application Deadline. Due dates and documentation requirements are outlined in Exhibit C (page 49 of the posted draft).
- b. If Adding Units that Serve Persons with Developmental Disabilities, the Applicant must demonstrate ability to proceed within 90 days of the mailing of the Corporation's letter of preliminary award.
- c. If Renovating Existing Units that are Currently Occupied by Persons with Developmental Disabilities, the Applicant must demonstrate ability to proceed within 30 days of the mailing of the Corporation's letter of preliminary award.

16. NEW! Blower Door Test, HVAC Equipment Inspection, and Home Inspection

If the proposed Development is not 100% new construction, the Applicant must have a blower door test, HVAC equipment inspection, and home inspection done as outlined in Section Four, J of the RFA (page 24 of the posted draft). These tests should be performed before the application is submitted if possible so the costs of repairs is known and can be accurately

accounted for when filling in the Development Cost Pro Forma. The inspection reports are not required to be submitted until the credit underwriting process.

Applicants that are not able to conduct these inspections prior to the Application Deadline because they do not have site control should provide estimates of rehabilitation and renovation costs on the Development Cost Pro Forma. They will be required to have these inspections completed prior to entering credit underwriting.

17. Narrative Descriptions for Scoring Items

- a. New! Private Transportation is required for Community Residential Homes, and applicants will be scored on their descriptions of what they provide. There is a change in the point structure for CRH applicants to recognize the importance of private transportation.
- b. Suggestions for completing scoring items
- c. Do you have any input regarding the scoring sections?

18. Recommendations to Applicants

To ensure that that both new construction and renovation of existing buildings is carried to take the greatest advantage of energy efficiency options, the Corporation recommends that Applicants read and consider the construction options outlined on page 18 of the posted draft.

19. Proforma

20. Funding Selection Process

- a. Minimum number of points is 30
- b. County Award Tally will help geographically disperse funding around the state.

21. Fees

- a. Application Fee is \$800
- b. Other fees will be provided in the final draft

22. Timeline provided in Exhibit C (page 49 of the posted draft)

23. Credit Underwriting

24. Other Input/Issues

25. Timeline for this RFA

26. Adjourn