

**Florida Housing Finance Corporation**  
**RFA 2025-104 SAIL Financing Farmworker and Commercial Fishing Worker Housing Workshop Agenda**  
**March 20, 2025, beginning at 2:00 p.m.**  
**Registration for Workshop is required. Registration information is available on RFA Webpage<sup>1</sup>**

**Overview**

A. Introductions

B. Purpose of Workshop

This workshop is intended to review the unique aspects of this Request for Applications (RFA). To become familiar with the general requirements of the RFA process, Florida Housing encourages all attendees to review the PowerPoint presentation called “Walk-through of the RFA Process and Requirements”, which is available on the webpage <https://www.floridahousing.org/programs/special-needs-housing-overview/education-training-technical-assistance> (also available by clicking [here](#)), which is also accessible from the RFA Webpage.

C. Purpose of RFA

This RFA is open to Applicants proposing the construction of Commercial Fishing Worker or Farmworker (including Unaccompanied Commercial Fishing Worker or Farmworker as defined in Exhibit B) Developments or the Substantial Rehabilitation or Acquisition and Substantial Rehabilitation of existing Farmworker or Commercial Fishing Worker Developments that are currently in the Corporation’s portfolio and/or the United States Department of Agriculture Rural Development (RD) portfolio.

**Funding available**

Florida Housing Finance Corporation (the Corporation) expects to offer an estimated \$6,250,000 comprised of the State Apartment Incentive Loan (SAIL) funding appropriated by the 2024 Florida Legislature.

**Topics for today’s workshop**

A. Capitalized Terms

Exhibit B of the RFA and Rules, which are posted on the RFA Webpage.

Exhibit B includes definitions for terms like Shared Housing, Unaccompanied Commercial Fishing Worker, and Unaccompanied Farmworker.

Substantial Rehabilitation, as defined in subsection 67-48.002(112), F.A.C. means, with respect to the SAIL Program, to bring a Development back to its original state with added improvements, where the value of such repairs or improvements (excluding the costs of acquiring or moving a structure) exceeds 40 percent of the appraised as is value (excluding land) of such Development before repair and less than 50 percent of the proposed construction work consists of new construction. For purposes of this definition, the value of the repairs or improvements means the Development Cost. To be considered “Substantial Rehabilitation,” there must be at least the foundations remaining from the previous structures, suitable to support the proposed construction.

B. Point Items

1. Bookmarking the “All Attachments” document

If the Attachment document is bookmarked, the Application will be awarded 5 points.

2. Advance Review Process of Principal Disclosure Form

Applicants will receive 5 points if the uploaded Principals Disclosure Form is stamped “Received” by the Corporation at least 14 Calendar Days prior to the Application Deadline AND stamped “Approved” prior to

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<sup>1</sup> References to the RFA Webpage refer to <https://www.floridahousing.org/programs/developers-multifamily-programs/competitive/2025/2025-104> which can be accessed [here](#).

the Application Deadline. This means that the form must be submitted on or before April 22, 2025, based on an Application Deadline of May 6, 2025.

The Advance Review Process for Disclosure of Applicant and Developer Principals is available on the RFA Webpage.

3. Impact Scoring

The following Impact Scoring section allows for Applicants to provide detailed responses about the Development. Each response must address the specific criteria identified in the corresponding description. When scoring responses, Florida Housing will only consider the written responses provided in Exhibit A. When assigning points for each section, only the response for that specific requirement will be considered. Information in other Impact Scoring sections will not be considered. It is recommended to account for all criteria for each response, even if it requires repeating information in multiple Impact Scoring responses.

a. Description of the Demographic Population Served – Eligibility Requirement

b. Current and Future Need for Farmworker or Commercial Fishing Worker Housing in the Area (Up to 15 Points)

Applications that achieve at least 90% of the points awarded in this section will qualify for the Current and Future Need Points Preference used in the funding selection process.

c. Experience Operating/Managing Farmworker or Commercial Fishing Worker Housing (Up to 20 Points)

Applications that achieve at least 90% of the points awarded in this section will qualify for the Operating/Managing Experience Points Preference used in the funding selection process.

d. Outreach, Marketing and Referral (Up to 30 Points)

e. Resident Access to Onsite and Offsite Programs, Services and Resources (Up to 30 Points)

C. Demographic Commitment in this RFA

1. Farmworker (a household, that meets the definition of Farmworker, as defined by Section 420.503, F.S.)

2. Unaccompanied Farmworker, as defined in Exhibit B

3. Commercial Fishing Worker (as defined by Section 420.503, F.S.)

4. Unaccompanied Commercial Fishing Worker, as defined in Exhibit B

D. Applicant/Developer

1. Applicant

Applicants proposing a new construction Development must be a Non-Profit as defined in Section 67-48.002, F.A.C. to be eligible for funding.

a. Executive Director Certification of Non-Profit Entity Material Participation form (Rev. 09-2022)

b. Demonstration of Non-Profit entity qualifications

(1) IRS determination letter demonstrating the Non-Profit is organized under Section 501(c)(3) or 501(c)(4) of the Internal Revenue Code; and

(2) Articles of Incorporation demonstrating one of the purposes of the Non-Profit entity is to foster low-income housing

Applicants proposing the Substantial Rehabilitation of an existing Development may be either a Non-Profit or for profit Applicant.

2. Developer Experience

A natural person Principal of at least one experienced Developer entity, which must be disclosed on the Principals of the Applicant and Developer(s) Disclosure Form (Form Rev. 05-2019) outlined below, must have, since January 1, 2005, completed at least one affordable rental housing development that consists of a total number of units no less than 50 percent of the total number of units in the proposed Development.

The individual meeting the Developer Experience requirements must be disclosed on the Principals of the Applicant and Developer(s) Disclosure Form (Form Rev. 05-2019) and must remain with the Development until the release of the operating deficit guarantee set forth in subsection 67-48.0072(18), F.A.C.

E. Development Category

Development Category required qualifications are unique to this RFA and are listed in Section Four, A.4.b. of the RFA.

1. If proposing new construction, there are several requirements unique to this RFA such as:
  - a. The Applicant must qualify as a Non-Profit Applicant;
  - b. The Development must be a Garden Apartment (a building comprised of 1, 2 or 3 stories, with or without an elevator);
  - c. The Development must qualify as ESS Construction; and
  - d. Other requirements as outlined in Section Four A.4.b. of the RFA.
2. If proposing Substantial Rehabilitation of an existing Development that serves the Farmworker or Commercial Fishing Worker Demographic Commitment, there are other requirements unique to this RFA which are then further bifurcated by whether the Development is in the Corporation's Portfolio or the Development is in RD's Portfolio.

F. Development Type

1. For new construction Developments, only Garden Apartments (a building comprised of 1, 2 or 3 stories, with or without an elevator) are allowable under this RFA.
2. For Substantial Rehabilitation of an existing Development, select the appropriate Development Type:
  - Garden Apartments (a building comprised of 1, 2 or 3 stories, with or without an elevator)
  - Townhouses
  - Duplex
  - Quadraplex
  - Single Family

G. Location

Proposed developments located in the following counties will be deemed Limited Development Areas (LDA):  
Hendry and Indian River

An Application will not be eligible for any funding if the proposed Development is an LDA Development. A proposed Development will be deemed an LDA Development if (i) it is located in Hendry or Indian River County; AND (ii) either the Development Category is New Construction, or the Development Category is Substantial Rehabilitation and the proposed Development is in RD's Portfolio but is not also in the Corporation's portfolio. A proposed Development committing to the Development Category of Substantial Rehabilitation that is in the Corporation's Portfolio will not be considered an LDA Development even if it is also located in Hendry or Indian River County.

## H. Number of Buildings and Units

### 1. Number of Units

- a. If new construction, the Development must consist of a minimum of 15 total units and a maximum of 50 total units, prior to any Shared Housing designations described below.
- b. If Substantial Rehabilitation, state the number of units in the existing development and the number of units in the proposed Development, prior to any Shared Housing designations described below.

The total number of units in the proposed Development cannot be less than 90 percent of the existing total number of units (rounded up to the next whole unit).

2. Regardless of the Development Category, if there are existing occupied units and if the Development is funded, a plan for relocation of existing tenants will be required to be provided to the Credit Underwriter, as outlined in Exhibit D.

### 3. Set-Aside Commitments

#### a. Total Income Set-Aside Units

100 percent of the proposed Development's total units must be set aside at 60 percent Area Median Income (AMI) or less of which at least 20 percent must be set aside at 50 percent AMI or less (which may include ELI units if required below).

#### b. Demographic Minimum Set-Aside Requirement

To be eligible to receive funding under this RFA, Applicants must commit to set aside either 40 percent or 80 percent of the proposed Development's total units to serve Farmworkers, Unaccompanied Farmworkers, Commercial Fishing Workers, or Unaccompanied Commercial Fishing Workers.

Applicants that commit to the 80 Percent Minimum Set-Aside will be eligible to receive a more favorable interest rate for the SAIL loan requested in this RFA than Applicants that commit to the 40 Percent Minimum Set-Aside.

#### c. Extremely Low Income (ELI) Set-Aside Requirements

(1) Applicants that commit to set aside 40 percent of the proposed Development's total units to serve Farmworkers, Unaccompanied Farmworkers, Commercial Fishing Workers, or Unaccompanied Commercial Fishing Workers must commit to set aside a minimum of 2 units for ELI Households.

(2) Applicants that commit to set aside 80 percent of the proposed Development's total units to serve Farmworkers, Unaccompanied Farmworkers, Commercial Fishing Workers, or Unaccompanied Commercial Fishing Workers are not required to set aside any units for ELI Households.

#### d. Unit Mix

##### (1) New Construction Developments

- The proposed Development may only consist of Zero Bedroom, one bedroom, and two bedroom units.
- Up to 50 percent of the units may consist of Zero Bedroom Units, as defined in section 67-48.002, F.A.C.
- Units in a proposed Development with a demographic commitment of Unaccompanied Farmworker may consist of Shared Housing\*, as defined in Exhibit B, in which no more than two persons may share a bedroom.

\*One or two bedroom units may consist of Shared Housing.

- (2) Substantial Rehabilitation of existing Developments – no unit mix limitations
- e. Number of residential buildings must be provided
- f. Compliance Period
  - (1) New Construction Developments must set aside the units for a minimum length of 30 years.
  - (2) Substantial Rehabilitation of existing Developments:
    - (a) If the Development is in the Corporation’s Portfolio (and may also be in RD’s portfolio):
 

Set aside the proposed units for a minimum length of the greater of 30 years or the remaining term of the existing SAIL or applicable Corporation-issued HOME LURA. All restrictive covenants, inclusive of the income set-asides (except where the Applicant commits to more restrictive income set-asides in the Total Set-Aside Breakdown Chart), that are associated with any existing Corporation-issued LURA or EUA, except for the Farmworker or Commercial Fishing Worker Demographic set-aside commitment, will remain in effect.
    - Or
    - (b) If the Development is in RD’s Portfolio and is not also in the Corporation’s portfolio:
 

Set aside the units for a minimum length of 30 years.
  - (3) Exemption from ad valorem tax pursuant to 196.1978(4), F.S.
 

Applicants that wish to qualify for an exemption from ad valorem tax pursuant to 196.1978(4), F.S., may also choose to commit to an additional minimum 69-year extended affordability period, for a total affordability period of 99 years (“Perpetuity”), which will only be applied to the SAIL LURAs.

I. Readiness to Proceed

- a. Applicants must demonstrate site control as of Application Deadline by providing an eligible contract (effective at least through August 31, 2025), a deed, and/or a lease.
- b. NEW! Zoning and Infrastructure
 

All successful Applications will be required to demonstrate zoning, infrastructure (water, sewer, electricity and roads), and Environmental Site Assessment **as of Application Deadline**, for the entire proposed Development site, including all Scattered Sites, if applicable.

Successful Applicants will be required to demonstrate that all of these requirements were met by providing documentation outlined in Exhibit D of this RFA within 21 Calendar Days of the invitation to enter into credit underwriting. To demonstrate that these were in place as of the Application Deadline, the documents must be dated on or before the Application Deadline. The Corporation may **rescind** the award of any Applications that fail to meet this requirement.

J. Corporation Funding

- a. The SAIL Request Amount is limited to the lesser of the following:
  - \$265,000 per unit for New Construction;
  - \$115,000 per unit for Substantial Rehabilitation;
  - \$6,250,000 per Development
  - 100% of the Total Development Cost

b. Interest Rate of the SAIL loan

Applicants that commit to the 80 Percent Minimum Set-Aside will be eligible to receive a more favorable interest rate for the SAIL loan requested in this RFA than Applicants that commit to the 40 Percent Minimum Set-Aside.

- (1) If at least 40 percent, but less than 80 percent of the units are set-aside for the demographic selected the Applicant will qualify for an interest rate of 0 percent for the percentage of units set aside for the demographic selected, and an interest rate of 1 percent for the remaining units.
- (2) If at least 80 percent of the total units are set-aside for the demographic selected the Applicant will qualify for an interest rate of 0 percent.

K. Scoring And Evaluation Process

a. Sorting Order

The highest scoring Applications will be determined by first sorting together all eligible Applications in the following order:

- (1) First, by the Operating/Managing Experience Points Preference described in Section B.3.c. above;
- (2) Next, by the Current and Future Need Points Preference at Section B.3.b. above;
- (3) Next, by the Application’s Eligible SAIL Request Amount Per Unit as outlined in Item 2.a. of Exhibit C, (with Applications that have a lower amount of SAIL funds per unit listed above Applications that have a higher amount of SAIL funds per unit);
- (4) Next, by the Application’s Eligible SAIL Request Amount as a Percentage of Total Development Cost, (with Applications that have an Eligible SAIL Request Amount that is 90 percent of the Total Development Cost or less listed above Applications that have an amount greater than 90 percent);
- (5) Next, by the Application’s eligibility for the Florida Job Creation Funding Preference which is outlined in Item 3 of Exhibit C of the RFA (with Applications that qualify for the preference listed above Applications that do not qualify for the preference); and
- (6) Finally, by lottery number, resulting in the lowest lottery number receiving preference.

L. Funding Selection Process

a. First Application Selected

The first Application selected for funding will be the highest-ranking eligible Application that selected the Development Category of Substantial Rehabilitation, with or without Acquisition.

b. Remaining Funding

M. Other Important Information

- 1. Public comment link on each RFA Webpage for viewing and submitting public comments
- 2. Question and Answers process outlined in Section Three, D. of the RFA

**Expected Timeline**

Issue RFA:	April 17, 2025
RFA Due Date:	May 6, 2025
Review Committee Meeting (make recommendations to Board)	May 29, 2025
Request Board Approval of Recommendations	June 13, 2025