

Florida Housing Finance Corporation
Geographic RFA Workshop Agenda
227 N. Bronough Street, 6th Floor Seltzer Conference Room,
Tallahassee, FL
October 23, 2014, 1:30 p.m., Eastern Time

1. Three Separate Geographic Request for Applications (RFAs)

- a. RFA 2014 -114 for Medium and Small Counties:
 - (1) Available Funding:
 - Estimated \$12,914,730 of Housing Credits for Medium Counties
 - Estimated \$1,513,170 of Housing Credits for Small Counties
 - (2) Demographic Categories:
 - Family
 - Elderly
 - (3) Small County Funding Goals:
 - 1 Development in the Florida Keys Area (Monroe County)
 - 1 non-Monroe County Development
- b. RFA 2014-115 for 6 Large Counties (Broward, Duval, Hillsborough, Orange, Palm Beach, and Pinellas):
 - (1) Available Funding:
 - Estimated \$13,905,798 of Housing Credits
 - Estimated \$4,683,000 of SAIL funding for Homeless Demographic
 - (2) Demographic Categories:
 - Family
 - Elderly
 - Homeless - Homeless Demographic must request both HC and SAIL
 - (3) Goal to fund 1 Homeless Development
- c. RFA 2014-116 for Miami-Dade County
 - (1) Available Funding:
 - Estimated \$ 6,856,302 of Housing Credits
 - Estimated \$4,683,000 of SAIL funding for Homeless Demographic
 - (2) Demographic Categories:
 - Family
 - Elderly
 - Homeless - Homeless Demographic must request both HC and SAIL
 - (3) Goal to fund 1 Homeless Development

2. Scattered Sites

- a. Should Florida Housing require that a part of the boundary of each Scattered Site be located within ½ mile of the Scattered Site with the most units?
- b. In the Medium/Small County RFA, should Developments located in Monroe County be excluded from the Scattered Sites requirement that all non-unit specific features be located on each of the Scattered Sites, or no more than 1/16 mile from the Scattered Site with the most units, or a combination both?

3. New General Developer Experience Timeframe

A Principal of each experienced Developer entity must have, since January 1, 1995, completed at least three (3) affordable rental housing developments, at least one (1) of which was a Housing Credit development completed since January 1, 2005. Applicants may be required to submit documentation evidencing the Developer’s prior experience for both Florida and out of state developments; at a minimum, Applicants should be prepared to provide development-specific information for out of state developments.

4. Homeless Demographic

In both the 6 Large County RFA and the Miami-Dade County RFA, Florida Housing will include the following items for Applicants who select the Homeless Demographic:

- a. A mandatory description of the characteristics and needs of the homeless persons intended to reside in the proposed Development.
- b. Point Items:
 - (1) Description of the outreach, marketing and tenant selection;
 - (2) Description of the Management Company’s experience with Permanent Supportive Housing;
 - (3) Description of access to community-based services and amenities; and
 - (4) Description of policies or approaches to address income and credit status of individuals and families applying for residency.

The mandatory and point items are outlined on pages 4 – 6 of the agenda.

- c. SRO Units – proposing to allow the financing of Zero Bedroom Unit developments for homeless persons in place of SRO Units. A Zero Bedroom Unit means a single person occupancy unit of at least 240 square feet that includes a private full bathroom and a vertical closet for clothing. The unit shall include a kitchen with a refrigerator, stove and sink.

5. Withdrawal Disincentives

- a. Letter of Credit Withdrawal Disincentive:

The Applicant must provide an irrevocable transferable standby letter of credit in the amount of \$_____ as security against the withdrawal of the Application.

If the Application is withdrawn for any reason whatsoever prior to the execution of the Carryover Allocation Agreement and payment of the required non-refundable Administrative Fee, the letter of credit will be drawn down by the Corporation. Upon

payment of the Administrative Fee, the letter of credit will be released. Once the invitations to enter credit underwriting are issued to those Applications selected for funding under this RFA, the Corporation will release the letter of credit for each Application that was not invited to enter credit underwriting, provided that such Application was not withdrawn prior to that point.

b. Developer Experience Withdrawal Disincentive:

All Applicants/Developers meeting the experience criteria of certain future RFA's (most likely the major SAIL and HC RFA's) will be awarded X points (unless within the previous X years, the Developer listed for the experience was one of the Principals listed in an HC RFA that withdrew between Application submission and execution of Carryover Allocation Agreement).

If an Applicant withdraws an Application any time between submission and the execution of the Carryover Allocation Agreement, the Principal listed as the Developer with the Required Experience on the Prior General Development Experience Chart, along with **all** of the Principals listed on the Principals list (usually Exhibit 3), will have X points deducted from their Developer Experience score (if they are listed as the Developer with the Required Experience) for future major SAIL and HC RFAs for X years for each Application withdrawal event.

Homeless Demographic Descriptive Criteria:

1. Homeless Demographic Commitment (Mandatory):

Applicants must commit to provide 50 percent of the total units in the proposed Development to Homeless individuals or families as Permanent Supportive Housing. For the Corporation to better understand the property proposed, Applicants specifically describe the characteristics and needs of the Homeless persons that are intended to reside in the proposed Development. This information will be considered by the Corporation when reviewing and scoring how the proposed construction features, resident services, and assistance with access to community-based services and the community at large will assist the intended residents.

2. Outreach, Marketing and Tenant Selection (Up to 10 Points)

To achieve points for this section, the Applicant must describe the outreach and marketing activities, beyond those required in the Fair Housing Act as implemented by 24 CFR Part 100, that will be conducted initially and on a continuing basis to market the Development to the indented Homeless individuals and families and will be used to develop and retain a pool of prospective residents. Specify any community organizations or agencies that the Applicant will work with to establish and manage a system of referring persons served by these entities to the Development for tenancy. Describe the persons to be referred, the system or process of referring these persons, and related Best Practices to be used in implementation. Describe how the pool of prospective residents will be selected for tenancy.

The Applicant shall develop and implement a plan for tenant outreach, marketing, referral and selection as approved by the Corporation during the credit underwriting process.

3. Management Company Experience with Permanent Supportive Housing (Up to 20 Points):

If the Applicant intends to manage the Development, describe the Applicant's experience in operating and managing Permanent Supportive Housing, including performing operations and management functions specific to the needs of the intended residents described in Item 1 above. If the Applicant does not have experience or if the Applicant expects to use a management company, the Applicant must provide the name of the experienced entity that will act as the management company and describe the management company's experience in operating and managing Permanent Supportive Housing, including length of time spent operating and managing Permanent Supportive Housing, and experience performing operations and management functions specific to the intended residents described in Item 1 above. This includes understanding the variety of residents' housing and supportive services needs to maintain stability in the community.

The Management Company's experience should include experience with developments that are similar in size to the proposed Development. Providing only a list of rental housing Developments for Persons with a Disabling Condition and/or units that the Applicant or Management Company has managed or manages will not be a sufficient description of experience.

Applicant responses to this item will be evaluated based on the following criteria: (a) strength of information provided about the experience of the Applicant and/or, if appropriate, the Management Company in handling the following aspects of management/operations: tenant screening, selection and move-in; leasing, lease enforcement and rent collections; reasonable accommodations for persons with disabilities; safety and security; maintenance of the physical

plant; coordination between property management and services coordination staff, as well as the coordination between on-site services and off-site supportive services, case management and benefits (including the role of Applicant and, if appropriate, Management Company); management of common space used by community-based service providers; compliance issues; and long-term asset management issues; (b) if the property will be managed by an entity other than the Applicant, a description of the distinct roles of the Applicant and Management Company in setting policies and procedures and implementation of the items listed in (a) and how collaboration will occur between the two; and (c) a description of how the Applicant expects to set and oversee achievement of targeted outcomes for residents and the property.

4. Access to Community-Based Services and Amenities (Maximum of 25 Points)

The ability of the formerly Homeless residents at the proposed Development to effectively and efficiently access community-based services and resources is vital to assist these households in obtaining and maintaining the level of stability and self-sufficiency in their community. As specified in each section below, provide a description of the Applicant's plan to provide access to general community services and amenities, as well as specific supportive services and resources that address the needs of these intended residents. Equitable access to community-based services and amenities must be a consideration when proposing Scattered Site units, and Applicants are expected to describe how each unit in a proposed Scattered Site Development will have access to community-based services and amenities. In addition to the specific criteria for each section below, Applicant responses to these items will be evaluated based on the following criteria: (a) a description of the services and amenities as provided in the Applicant's descriptions below; (b) a description of the partners, roles of each, and capacity of the partners that will provide or facilitate access to these services and amenities; (c) a description of the public and/or private transportation options that will be available to residents of the proposed Development to ensure access to the described general services and amenities, including the modes, options and availability of transportation for residents to get to and from these resources; (d) a description of how the Applicant believes that the access outlined in (a), (b) and (c) above will lead to improvement of tenants' health, safety, stability, education and employment capacities, quality of life, and ability to successfully live in the community.

All Applicants may be awarded points for providing the following information:

- a. Describe the community-based general services and amenities that will be accessible to residents, such as shopping for groceries, medicine, clothing, and other household and personal items. Include other services and amenities such as public schools, higher education, training and employment opportunities that are appropriate for the intended residents. The description should include the Development's physical proximity to services and amenities and the variety of these services and amenities. The description should also include any community-based supportive services that may assist the intended resident, as needed, to access the described general services. (Up to 10 Points)
- b. Describe access to community-based resources and services, that address the intended residents' physical and behavioral health and wellness, self-sufficiency, and social activities, as appropriate, to assist them to have stable and integrated lives in their community. The description should include the Development's physical proximity to health care and supportive services, and/or which services/programs will be provided on-site. The description should include all key supportive services and programs that will be provided directly through the Applicant, community partnership or other providers to assist these residents, and the benefits of offering these services/programs. (Up to 15 Points)

5. Approach toward Income and Credit Status of Intended Individuals and Families Applying for Residency. (Up to 10 points)

Due to their homelessness and the situations that caused their homelessness, the intended residents often have issues that affect their ability to meet the income and credit requirements for rental developments. Some intended residents may also have criminal histories that are often barriers to leasing a rental unit. For points, the Applicant may describe any policies or approaches that will be implemented to address a prospective resident's eligibility due to their income, credit and other issues that would normally affect their ability to access a rental unit.