

**Florida Housing Finance Corporation  
Request for Applications (RFA) Workshop Agenda  
September 3, 2015, 1:30 p.m., Eastern Time  
227 North Bronough Street, 6<sup>th</sup> Floor Seltzer Conference Room,  
Tallahassee, Florida  
Call-In: 1 888 339.2688; Passcode: 807 916 23**

**RFA 2015-112 - SAIL Financing of Affordable Multifamily Housing  
Developments to be used in Conjunction with Tax-Exempt Bond Financing and  
Non-Competitive Housing Credits**

**1. Available SAIL Funding**

- a. Estimated total SAIL funding amount of \$49,000,000, to be divided as follows:
  - (1) Demographic Funding Available:
    - (a) \$16,200,000 of Elderly funding (Demographic Commitment of Elderly ALF or Non-ALF)
    - (b) \$32,800,000 of Family funding (Demographic Commitment of Family)
  - (2) Geographic Funding Available:
    - (a) \$19,063,353 for Large Counties
    - (b) \$20,388,550 for Medium Counties
    - (c) \$9,548,097 for Small Counties
- b. SAIL ELI Loan for Extremely Low Income (ELI) Set-Aside units:
  - Gap funding for up to 10 percent of the ELI Set-Aside units

In order for an Application to be selected for funding, there must be enough of the applicable Demographic funding and Geographic funding available to fully fund the Applicant's Total SAIL Request Amount (i.e., total of the Applicant's Eligible SAIL Request Amount plus the Applicant's Eligible SAIL ELI Request Amount).

**2. Tax-Exempt Bond Financing and 4 Percent Non-Competitive Housing Credits**

All proposed Developments must use the SAIL funding offered under this RFA in conjunction with Tax-Exempt Bonds and 4% (Non-Competitive) Housing Credits.

The Applicant must apply for the following as a part of its SAIL RFA Application submission:

- a. Corporation-issued Multifamily Mortgage Revenue Bonds (MMRB) and 4% Housing Credits (HC); or
- b. 4% HC, to be used with Non-Corporation-issued Tax-Exempt Bonds (i.e., bonds obtained through a Public Housing Authority (established under Chapter 421, F.S.), a County Housing Finance Authority (established pursuant to Section 159.604, F.S.), or a Local Government).

Applicants cannot utilize the Non-Competitive Application for purposes of applying for MMRB and/or 4% Housing Credits to be used with the SAIL funding offered in this RFA. Any Non-Competitive Application for the proposed Development that is submitted prior to the Application

Deadline for this RFA will not be considered. If the Applicant's Application is not selected for funding under this RFA and the Applicant wishes to still receive the desired MMRB and/or 4% HC, the Applicant will be required to submit a new Application for the MMRB and/or 4% HC using the most current version of the Non-Competitive Application to request the MMRB and/or 4% HC.

**3. Eligibility to Receive Funding Offered in this RFA**

Applicants are ineligible to receive any funding under this RFA if any part of the proposed Development's site is also a part of the site involved in an Application submitted under the HOME RFA 2015-110.

**4. Demographic Commitment:**

- a. Family
- b. Elderly (Assisted Living Facility (ALF) or Non-ALF)

**5. Applicant Information:**

- a. Applicant Name
- b. Evidence Applicant entity has been legally formed as of Application Deadline
- c. Whether applying as a Non-Profit entity
- d. Principals of the Applicant and for each Developer. Tentative Advance Review process dates: Applicants may submit Principals lists for review beginning on September 30, 2015 and ending on October 22, 2015. No stamped approved lists will be issued by the Corporation after close of business on October 27, 2015.

**6. Developer and Management Company Information:**

- a. Developer:
  - (1) Name of Developer (including all co-Developers)
  - (2) General Development Experience of at least one (1) Principal of at least one (1) Developer
- b. Management Company:
  - (1) Name of Management Company
  - (2) General Management Company Experience

**7. General Development Information:**

- a. Development Name
- b. County and Address
- c. Whether any part of the proposed Development's site is also a part of the site involved in an Application submitted under the HOME RFA 2015-110.
- d. Development Category
  - (1) Selection of category (i.e., New Construction, Rehabilitation/Moderate Rehabilitation/Substantial Rehabilitation (with or without Acquisition), or Redevelopment (with or without Acquisition); and
  - (2) Rental Assistance information

- e. Development Type (i.e., Garden, Townhouses, Mid-Rise (4, 5 or 6 stories), or High-Rise (7 or more stories))
- f. Number of units and occupancy status
- g. Number of buildings (SAIL Developments must consist of minimum of 5 dwelling units per building)
- h. Ability to Proceed (i.e., status of site/plat plan, appropriately zoned, availability of infrastructure (electricity, water, sewer and roads) – all as of Application Deadline)
- i. Unit Mix (i.e., total number of bedrooms/unit, total number of bathrooms/unit, total number of units/bedroom type, and number of units that are Extremely Low Income (ELI) Set-Aside Units)
- j. Anticipated Placed-In-Service date

**8. Proximity:**

- a. Mandatory requirement for all Applicants to provide the Florida Housing Surveyor Certification form (Form Rev. 07-15) reflecting a Development Location Point
- b. Proximity to Transit and Community Services (Maximum 18 Points):
  - (1) PHA Proximity Point Boost – 3 Points
  - (2) Minimum / Maximum Proximity Points
  - (3) Minimum Transit Services Score (Large Counties only)
  - (4) Mandatory Distance Requirement based on \_\_\_\_\_FHFC Development Proximity List
- c. Rail Transit includes Phase 1 and Phase 2 SunRail Stations. Proposed Developments near the county line may receive points for a SunRail Station located in a neighboring county if the distance between the SunRail Station and the Development Location Point meets the Transit distance requirements.

**9. Set-Aside Requirements:**

- a. Minimum Set-Aside Selection:
  - (1) 20 percent of the total units at 50 percent of the Area Median Income (AMI); or
  - (2) 40 percent of the total units at 60 percent of the AMI
- b. Total Income Set-Aside:
  - (1) For Family and Elderly Non-ALF Demographics - at least 80 percent of the total units must be set aside at 60 percent or less of the AMI; or
  - (2) For Elderly ALF Demographic - at least 50 percent of the total units must be set aside at 60 percent or less of the AMI.
- c. ELI Set-aside:
  - (1) 10 percent of the total units must be set aside as ELI Set-Aside units if the proposed Development is not located within a Limited Development Area (LDA); or

- (2) 30 percent of the total units must be set aside as ELI Set-Aside units if the proposed Development is located within an LDA.

d. ELI Units for Persons with a Disabling Condition:

- (1) 50 percent of the ELI Set-Aside units must be set aside for Persons with a Disabling Condition if the proposed Development is not located within an LDA; or
- (2) 30 percent of the ELI Set-Aside units must be set aside for Persons with a Disabling Condition if the proposed Development is located within an LDA.

Applicants will be required to enter into a Memorandum of Understanding (MOU) with at least one designated Special Needs Household Referral Agency that provides supportive services for Persons with a Disabling Condition for the county where the proposed Development is located, and establish an owner-adopted preference in admission policies specifically for individuals or families referred by a partnering service agency designated by a Special Needs Household Referral Agency. The deadline for the MOU and demonstration of HUD's approval of the preference policies is 6 months prior to the anticipated placed-in-service date.

Examples relating to c. and d. above for a proposed Development consisting of 76 total units:

- If not located within an LDA, the Applicant is required to provide 8 ELI Set-Aside units (76 total units x 10%, rounded up to the next whole unit) and 4 of the 8 ELI Set-Aside units must be set aside for Persons with a Disabling Condition (8 ELI Set-Aside units x 50%); or
- If located within an LDA, the Applicant is required to provide 23 ELI Set-Aside units (76 total units x 30%, rounded up to the next whole unit) and 7 of the 23 ELI Set-Aside units must be set aside for Persons with a Disabling Condition (23 ELI Set-Aside units x 30%, rounded up to the next whole unit).

(3) Limited Development Area (LDA):

(a) Updated LDA Areas

(b) Proposed Developments that qualify as an LDA Development are eligible to be considered for funding only if:

- (i) 30 percent of the total units are set aside as ELI Set-Aside units;
- (ii) The proposed Development is classified as RA level 1 or RA Level 2; and
- (iii) The percentage of total units that will receive Rental Assistance is greater than 75 percent.

e. Affordability Period:

The proposed Development must be set aside for a minimum length of 50 years with no option to convert to market after year 14. After 15 years all of the ELI Set-Aside units may convert to serve residents at or below 60 percent AMI; however, the Persons with Disabling Condition set-aside commitment must be maintained through the entire affordability period.

**10. Site Control:**

Applicants must demonstrate site control as of Application Deadline, with an eligible contract (with effective date through at least May 31, 2016), a deed and/or a lease (with a minimum 50 year term).

Site control must show the Applicant as the buyer, sole grantee, or lessee, as applicable, and must be demonstrated for all sites if the proposed Development consists of Scattered Sites.

**11. Construction Features and Resident Programs:**

a. Construction Features:

- (1) Required Construction Features – outlined in Item 4 of Exhibit C.
- (2) Additional Green Features must be selected by the Applicant in the Application.

b. Resident Programs:

- (1) Required Resident Programs – outlined in Item 5 of Exhibit C.
- (2) Additional Programs for Family and Elderly Non-ALF Demographics must be selected by the Applicant in the Application.

**12. Local Government Contributions:**

a. Applications with Development Category of Rehabilitation/Moderate Rehabilitation/Substantial Rehabilitation (with or without Acquisition) automatically qualify for 5 Points.

b. Applications with Development Category of New Construction or Redevelopment (with or without Acquisition) may qualify for points, as follows:

- (1) By providing a Florida Housing Local Government Contributions form(s) (Form Rev. 01-14), demonstrating a monetary grant, loan, fee deferral and/or fee waiver;
- (2) The total value of the contribution(s) must be a dollar amount equal to or greater than amounts listed on the County Contribution List in the RFA;
- (3) The contribution(s) must be in effect as of Application Deadline and must be effective at least through June 30, 2016; and
- (4) Loans and fee deferrals must be net present valued using the discount rate of 5.81%.

c. Miami-Dade County Applications – Local Government loans and/or grants up to \$5 million will be used as a leveraging tie-breaker.

**13. Funding:**

a. Corporation Funding Sources:

(1) Eligible SAIL Loan Request Amount – the lesser of:

- \$70,000 per unit;
- \$5 million per Development; or
- 35% of Total Development Cost

Miami-Dade County Applications must reflect a minimum SAIL Loan Request Amount of \$3 million. If any adjustments are made during the scoring process which cause the Applicant's SAIL Loan Request Amount to fall below \$3 million, the Application will no longer be eligible to be considered for any funding.

The SAIL loan shall be non-amortizing and have an interest rate of 1 percent. The loan subject to the SAIL program requirements, credit underwriting, and loan terms and conditions outlined in Rule Chapter 67-48, F.A.C.

(2) Eligible SAIL ELI Loan Request Amount:

- (a) Applicants may request SAIL ELI gap funding for up to 10 percent of the ELI Set-Aside units. Applicants with a proposed Development located within an LDA Area are not eligible to receive the gap funding for the remaining 20 percent ELI requirement.
- (b) The amount of the loan is dependent upon the county where the proposed Development is located and the Development's unit mix. Applicants should use the RFA 2015-112 ELI Maximum Determination Worksheet (posted to <http://www.floridahousing.org/Developers/MultiFamilyPrograms/Competitive/2015-112/>) to determine the eligible amount of SAIL ELI gap funding.
- (c) The SAIL ELI Loan shall be forgivable and is subject to the credit underwriting and loan terms and conditions outlined in Exhibit D of the RFA.

(3) Tax-Exempt Bonds:

- (a) Applicants electing to use Corporation-issued MMRB must state an MMRB Request Amount. MMRB is issued in increments of \$5,000.
- (b) Applicants electing to use Non-Corporation-issued Tax-Exempt Bonds (i.e., bonds obtained through a Public Housing Authority (established under Chapter 421, F.S.), a County Housing Finance Authority (established pursuant to Section 159.604, F.S.), or a Local Government), must provide a letter from the entity issuing the Bonds that (i) confirms that the Applicant has submitted an application for the Bonds for the proposed Development and (ii) states the amount of the Applicant's Bond request.

A proposed Development is not eligible to apply for any funding offered in this RFA if the Applicant has already closed on the Tax-Exempt Bond financing prior to the Application Deadline or if the Applicant closes on the Tax-Exempt Bond financing prior to the date of the preliminary commitment for the SAIL funding.

(4) Non-Competitive 4% HC:

All Applicants must state the anticipated 4% HC Request Amount and provide:

- (a) The required equity proposal if the Applicant will be syndicating/selling the HC; or
- (b) The required owner's commitment to provide equity if the Applicant will not be syndicating/selling the HC.

To be classified as a Development located in a Difficult Development Area (DDA) or Qualified Census Tract (QCT), Applicants must indicate the proposed Development's DDA/QCT status as of Application Deadline and whether the proposed Development is the first phase or a subsequent phase of a multiphase Development.

The following anticipated sources of funding must be reflected on the Construction/Rehab Analysis and the Permanent Analysis: SAIL Loan amount, SAIL ELI Loan amount, MMRB or Non-Corporation Bonds amount, 4% HC amount, and other Non-Corporation funding sources, as well as Local Government loans and grants for Miami-Dade County Applications.

- b. Developer Fee for this RFA is based on 18% of Development Cost.
- c. Per Unit Construction Funding Preference (for all Counties other than Miami-Dade):

- (1) Applications with a Development Category of New Construction or Redevelopment (with or without Acquisition) will automatically qualify for the funding preference.
- (2) Applications with a Development Category of Rehabilitation/Moderate Rehabilitation/Substantial Rehabilitation (with or without Acquisition) will qualify for the funding preference only if the amount listed in the Total column of the Development Cost Pro Forma for Actual Construction Cost divided by the total number of units equals at least \$32,500 per unit.

**14. Ranking and Funding Selection:**

a. Eligibility Requirements

- Submission Requirements
- No part of proposed Development site is subject of a HOME/MMRB 2015-110 Application submission
- Financial Arrearage Requirement
- LDA Development Conditions, if applicable
- Minimum Transit Score, if applicable
- Minimum Proximity Score
- Mandatory Distance Requirement
- Minimum Eligible SAIL Request Amount if located in Miami-Dade
- Total Development Cost Per Unit Limitation
- All Mandatory Items

b. Sorting Order:

(1) Miami-Dade County Applications:

- First, by total amount of Local Government loans/grants, up to maximum total of \$5 million;
- Next, by the Application's eligibility for the Florida Job Creation Preference; and
- Finally, by the Application's lottery number.

(2) All Applications other than Miami-Dade County

- First, by the Application's eligibility for the Per Unit Construction Funding Preference;
- Next, by the Application's Eligible SAIL Request Amount Per Set-Aside Unit (excludes ELI Loan amount);
- Next, by the Application's eligibility for the Florida Job Creation Preference; and
- Finally, by the Application's lottery number.

c. Funding Tests:

As each Application is selected for funding, the Total SAIL Request Amount, which is comprised of the Applicant's Eligible SAIL Loan Request Amount plus the Applicant's Eligible SAIL ELI Loan Request Amount, will be deducted from both the Geographic Funding Amount for the applicable county category (Large, Medium or Small) and the Demographic Funding Amount for the applicable Demographic commitment (Family or Elderly).

An Application will not be selected for funding if there is not enough funding available in both the applicable Geographic Category and the Demographic Category.

d. County Award Tally:

Within the Small and Medium County Geographic Categories, as each Application is selected for funding, 1 Application will be credited to the applicable county's County Award Tally. The RFA outlines specific county selection criteria for the Large County Geographic Category.

e. Selection Process:

For purposes of the following, New Construction includes the Development Categories of New Construction, Redevelopments, and Acquisition and Redevelopment.

(1) Large County:

Goal to fund 1 Elderly, Large County, New Construction Application, in the following preference order: first with the highest ranking eligible Miami-Dade County Elderly, New Construction Application and, if none, then with the highest ranking eligible Broward County Elderly, New Construction Application and, if none, then with the highest ranking eligible Elderly, Large County, New Construction Application located in any large county other than Miami-Dade or Broward.

(2) Small County:

Goal to fund the 2 highest ranking eligible Small County, New Construction Applications, subject to the SAIL Funding Tests and the County Award Tally.

Once the goal is met, or if there are not 2 eligible Applications that can meet the goal, any remaining Small County funding will be awarded to the highest ranking eligible unfunded Small County Applications, regardless of the Development Category, subject to the SAIL Funding Tests and the County Award Tally. If funding remains and no eligible unfunded Small County Applications can meet the Funding Tests, the funding will be allocated pro-rata to the Medium County Geographic Category and the Large County Geographic Category.

(3) Medium County:

Goal to fund the 3 highest ranking eligible Medium County, New Construction Applications, subject to the SAIL Funding Tests and the County Award Tally.

Once the goal is met, or if there are not 3 eligible Applications that can meet the goal, any remaining Medium County funding will be awarded to the highest ranking eligible unfunded Medium County Applications, regardless of the Development Category, subject to the SAIL Funding Tests and the County Award Tally. If funding remains and no eligible unfunded Medium County Applications can meet the Funding Tests, the funding will be allocated to the Large County Geographic Category.

(4) Large County:

- (a) If the goal outlined in (1) above was not met with a Miami-Dade County Application, then the first Application selected will be the highest ranking eligible Miami-Dade County New Construction Application. However, if the goal outlined in (1) above was met with a Miami-Dade County Application, then the first Application selected will be the highest ranking eligible Broward County New Construction Application.
- (b) If the first Application selected for funding in (a) above is a Miami-Dade County New Construction Application, and if a Broward County Application was not selected to meet the goal outlined in (1) above, then the second Application selected for funding will be the highest ranking eligible Broward County New Construction Application. However, if the first Application selected in (a) above is a Miami-Dade County New Construction Application and a Broward County Application was selected to meet the goal outlined in



(1) above, then the second Application selected for funding will be the highest ranking eligible New Construction Application located in any Large County other than Miami-Dade County or Broward County.

- (c) The next Applications selected for funding will be the highest ranking eligible Applications, regardless of Development Category, that are located in a Large County where no Application has already been selected for funding, subject to the Funding Tests, not to exceed 1 Application per county.

**15. Time Line**

**16. Other Discussion Topics**