

Florida Housing Finance Corporation
RFA 2022-102 SAIL Financing For Smaller Developments For Persons With Special Needs Workshop Agenda
Registration for Workshop is required. Registration information is available on RFA Webpage¹

Overview

- A. Introductions
- B. Purpose of RFA

This Request for Applications (RFA) is open to Non-Profit Applicants proposing new construction or acquisition and Substantial Rehabilitation to create new housing to provide Permanent Supportive Housing for Persons with Special Needs as defined in Section 420.0004(13), F.S.

Funding available

Florida Housing Finance Corporation (the Corporation) expects to offer an estimated \$9,325,000, comprised of the State Apartment Incentive Loan (SAIL) funding appropriated by the 2021 Florida Legislature. This includes funding for ELI gap loans associated with the units that must be set aside for Extremely Low-Income (ELI) Households.

Outline of RFA

- A. Section One – Introduction
- B. Section Two – Definitions

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

Exhibit B includes definitions for terms like Best Practice, Disabling Condition, Homeless Households, Housing First, Mobility Impairment, Permanent Supportive Housing, Regulated Mortgage Lender, Set-Aside Unit, Shared Housing, and Visitability.

New! – definitions have been drafted for Joint Venture Application and Non-Profit Applicant

1. Joint Venture Applicant means a legal entity which is owned by two or more separate and distinct legal entities, at least one of which is a Non-Profit entity, which share no common ownership between or among them.
2. Non-Profit Applicant means an Applicant entity that is owned in part or in whole by one or more qualified non-profit entities as defined in Section 42(h)(5)(C), subsection 501(c)(3) or 501(c)(4) of the IRC and organized under Chapter 617, F.S., if a Florida Corporation, or organized under similar state law if organized in a jurisdiction other than Florida, to provide housing and other services on a not-for-profit basis. The non-profit entity(ies) meets the following requirements:
 - (a) owns at least 51 percent of the ownership interest in the Development held by the general partner or managing member entity, specifically including at least 51 percent of the profits, losses, capital and other economic benefits;
 - (b) receives at least 25 percent of the Developer Fee; and

¹ References to the RFA Webpage refer to <https://www.floridahousing.org/programs/developers-multifamily-programs/competitive/2022/2022-102> which can be accessed [here](#).

- (c) is acceptable to federal and state agencies and financial institutions as a Sponsor for affordable housing, as further described in Rule 67-48.0075, F.A.C.

If a for-Profit entity has an ownership interest in the Development, it must be 49 percent or less of the Development.

- 3. Resident Community Based Services Coordination means a formalized process of assisting a resident or resident household to, evaluate, identify, access, and/or maintain resident-specific community-based services and resources that facilitate a resident's or resident household's permanent housing stability and help them meet their self-sufficiency objectives.

C. Section Three –RFA Procedures and Provisions, including Submission Requirements

The submission process has been revised.

1. Submission Requirements

It is expected that Florida Housing will continue receiving Applications through online submission only, and no longer receive hard copies of the Application package. The Application Fee of \$1,500 will continue to be submitted via check, ACH or wire payments, although Florida Housing **strongly recommends** providing the Federal Reference Number and wire confirmation number for wire payments, and trace number for ACH, in addition to the RFA Number/Development Name. Additionally, Florida Housing strongly recommends that payments be submitted at least 48 hours in advance of the Application Deadline. In the event that the online submission is not received, the payments will be refunded.

2. New! - Financial Arrearage Requirement and Insurance Deficiency Requirement

An Application will be deemed ineligible for funding if, as of close of business **two days*** before the Committee meets to make a recommendation to the Board, either of the following occur: (1) there remains any financial obligations for which an Applicant or Developer or Principal, Affiliate or Financial Beneficiary of the Applicant or Developer is in arrears to the Corporation or any agent or assignee of the Corporation as reflected on the most recently published Past Due Report; or (2) an Applicant or Developer or Principal, Affiliate or Financial Beneficiary of the Applicant or Developer has an insurance deficiency for any Development awarded Corporation resources, which are in first lien position, issued during or after September 2016 that is governed by the Insurance Guide posted to the Corporation's Website under the link <https://www.floridahousing.org/data-docs-reports/insurance-guide> (also accessible by clicking [here](#)).

The Past Due Report contains the financial arrearages to the Corporation as well as the Insurance Deficiency Report. The most recently published Past Due Report is posted to the Corporation's Website under the link <https://www.floridahousing.org/data-docs-reports/past-due-reports> (also accessible by clicking [here](#)), but not more recently than seven business days prior to the date the Committee meets to make a recommendation to the Board.

* For example, if a review committee meeting is held on a Wednesday, regardless of the time of the meeting, the arrearages must be paid by Monday close of business.

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

Instructions for adding bookmarks to pdf documents prior to uploading the Application has been added to each RFA Webpage. Acrobat Standard DC or Acrobat Pro DC are the programs required to create bookmarks.

D. Section Four of the RFA outlines instructions for completing Exhibit A

1. Include the Applicant Certification and Acknowledgement form, executed by the Authorized Principal Representative, to indicate the Applicant's certification and acknowledgement of the provisions and requirements of the RFA.
2. Demographic Commitment
 - a. At least 70 percent of the total units must consist of Permanent Supportive Housing for Persons with Special Needs; AND at least 20 percent of the total units must consist of Permanent Supportive Housing for individuals and families that meet the definition of Homeless for a minimum of 30 years.
 - b. Select at least one defined Persons with Special Needs population(s) that the Applicant proposes to serve for a minimum of 12 years
 - c. Youth Aging Out of Foster Care Goal
 - d. Describe the Persons with Special Needs population(s) to be served.
3. Applicant/Developer/Management Company/Contact Person

a. Applicant

- (1) State the name of the Applicant.
- (2) Evidence that Applicant is legally formed entity
- (3) **Only Non-Profit Applicants are eligible for funding.** Applications that commit to provide 100 percent of the Developer fee to one or more Non-Profit entities will be considered Tier 1 Applications and receive preference in the funding selection process.

The definition of a Non-Profit as set out in the RFA must be met, and the documents outlined in RFA must be provided.

New! - As described in the August 24, 2021 Public Meeting Regarding Strategies for Rental Housing for Persons with Special Needs and Homeless Households, the requirements outlined in the RFA must be met:

(a) Material Participation documents required to be submitted by all Applicants

Submit the following for each non-profit entity that makes up the Applicant:

- Non-Profit Entity Material Participation Questionnaire (form Rev. 10-2021)
- Non-Profit Executive Director Certification of Material Participation form (Rev. 10-2021)

(b) The Non-Profit Application Package documents required to be submitted for each Non-Profit that makes up the Non-Profit Applicant as defined in Exhibit B

The Non-Profit Application Package consists of items (i) through (iii) below. The Non-Profit Application Package for each Non-Profit entity that makes up the Non-Profit Applicant as defined in Exhibit B may be submitted as Attachment 3 to Exhibit A or through the Advance Review process described in (4) below. Applicants that submit the Non-Profit Application

Package through the Advance Review process and meet all requirements will receive an approved Executive Director Certification of Non-Profit Entity Qualifications Form for the non-profit entity.

- (i) The Executive Director Certification of Non-Profit Entity Qualifications form (Form Rev. 10-2021).
 - (ii) The IRS determination letter which demonstrate that the non-profit entity is organized under 501(c)(3) or 501(c)(4) and also has been in existence at least three years prior to the issue date of this RFA; and
 - (iii) Non-Profit Bylaws and/or Articles of Incorporation which meets the requirements outlined in the RFA; and
- (4) New! - Non-Profit Application Package qualifications for each non-profit entity met during Non-Profit Advance Review Process (10 Points)

Applicants are strongly encouraged to send the Non-Profit Application Package to the email address FHFC_NonProfit_AdvanceReview@floridahousing.org (also available by clicking here) at least eight weeks prior to the Application Deadline.

Applications will receive 10 points if the Non-Profit Application Package is submitted for each non-profit entity and receives an Executive Director Certification of Non-Profit Entity Qualifications Form (Rev. 09-21) that is stamped "Received" by the Corporation at least 14 Calendar Days prior to the Application Deadline AND stamped "Approved" prior to the Application Deadline. The form will only be stamped "Received" on the date all required documentation is submitted for review. If the Corporation is unable to confirm the required information in the documentation provided, the Applicant will be notified. If additional information is required, this will generate a new "Received" date.

If more than one non-profit entity makes up the Applicant structure, in order to receive 10 points each non-profit entity must participate in the Advance Review process and receive an Executive Director Certification of Non-Profit Entity Qualifications Form stamped "Received" and "Approved" as outlined above.

- (5) Resident Community Based Services Coordination Experience Requirements

The Services Coordination provider experience requirement below is proposed to effectively help each household access and retain community-based resources and services. Services Coordination is defined in Exhibit B and further outlined in Section Four, A.9. of this RFA.

- (6) Pre-Application Meeting Incentive

Having a pre-application meeting with the Corporation to answer questions about the Proposed Development will encourage Applicants to prepare early to respond to the Application. Applications will receive 10 points if the following is met:

- (a) The Pre-Application Meeting(s) must be requested on or before December 21, 2021 by sending an email to FHFC_PreApp_Meeting@floridahousing.org with subject line of RFA 2022-102 Pre-Application Meeting. The meeting(s) must be held on or before February 1, 2022;
- (b) One initial meeting for Applicant and Developer Entities

- (c) Additional separate meetings if the Applicant is a Joint Venture Applicant
 - (d) Submission of the Pre-Application Meeting for Proposed Permanent Supportive Housing Developments Form, executed by the Corporation.
- (7) Homeless Assistance Continuum of Care Requirements for All Applicants

All Applicants must meet the following requirements specific to its commitment, pursuant to this RFA, to serve Homeless households:

- (a) Provide documentation that the Applicant informed the jurisdiction's Local Continuum of Care lead agency head of its intent to apply for funding to develop housing pursuant to this RFA must be submitted as Attachment 3;
- (b) Have an executed agreement to participate in the Continuum of Care's Homeless Management Information System (HMIS); and will contribute data on the Development's tenants to the Continuum of Care's HMIS data system or, if serving Survivors of Domestic Violence, is providing aggregate data reports to the Continuum of Care. The executed agreement shall be required at least 6 months prior to the expected placed in-service date; and
- (c) Commit to be a housing provider in the Continuum of Care's Homeless Coordinated Entry system as required by the U.S. Department of Housing and Urban Development.

b. Developer Information

- (1) Name of Developer (including all co-Developers);
- (2) Evidence each Developer is a legally formed entity qualified to do business in Florida as of Application Deadline
- (3) Developer Experience

(a) Required 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, 2002 completed at least one multifamily 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.

(b) Prior Development Experience a Point Item in Future RFAs

The Corporation will award points for Development Experience in certain RFAs beginning with the 2022/2023 RFA Cycle if criteria described in the RFA is met.

c. Principals of the Applicant and Developer(s) Disclosure Form

(1) Eligibility

The Principals of the Applicant and Developer(s) Disclosure Form (Form Rev. 05-2019) (“Principals Disclosure Form”) must identify the Principals of the Applicant and each Developer, pursuant to the RFA, as of the Application Deadline.

(2) Approval during Advance Review Process (5 Points)

Applicants will receive 5 points if the uploaded Principal Disclosure Form was either (a) stamped “Approved” at least 14 Calendar Days prior to the Application Deadline; or (b) stamped “Received” by the Corporation at least 14 Calendar Days prior to the Application Deadline AND stamped “Approved” prior to the Application Deadline.

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

d. Management Company Information

If using a Management Company, in addition to the name of Management Company, contact information will also be required

e. Community-Based Board of Directors Requirement

The Applicant must commit to structuring the Board of Directors affiliated with the Non-Profit Entity that is part of the Applicant Entity with a majority (at least 50 percent, plus one) of individuals that are Non-Related Board Members to: 1) Any tenants or applicants for tenancy; 2) Any compensated management or staff of the Non-Profit; or 3) Any other members of the Board.

f. Authorized Principal Representative / Operational Contact Person

The Authorized Principal Representative identified in the Application MUST be a Principal of the Applicant and MUST sign the Applicant Certification and Acknowledgement form, the Resident Community-Based Services Coordination Provider form, and the Site Control Certification form. The Operational Contact Person is optional.

4. General Proposed Development Information

a. Development Name

b. Development Category - Indicate whether the proposed Development will create new housing through the Development Category of new construction or through acquisition with Rehabilitation.

For purposes of SAIL funding, Rehabilitation includes Substantial Rehabilitation.

c. Development Type (Garden Apartments, Duplexes, Triplexes, Quadraplexes)

d. Enhanced Structural Systems Construction Qualifications

To qualify as “Enhanced Structural Systems Construction” (“ESS Construction”) for purposes of the Total Development Cost Limitation calculation, the proposed Development must meet the ESS Construction qualifications outlined in the RFA.

e. New! - Breakdown of number of units

Reflect the appropriate breakdown reflecting the number of units within each of the Development Categories, Development Types, or ESS/non-ESS Construction, for purposes of the Total Development Cost Per Unit Limitation calculation in the chart of Exhibit A of the RFA.

5. Location

a. County

In the funding selection process, priority will be given to Small and Medium Counties.

b. Provide the address

c. State whether the Development consists of Scattered Sites

d. Provide latitude and longitude coordinates for the Development Location Point and all Scattered Sites, if applicable, stated in decimal degrees, rounded to at least the sixth decimal place.

6. Number of Buildings and Units

a. Number of Units

- Small County: minimum 4 units, maximum 15 units
- Medium and Large Counties: minimum 10 units, maximum 30 units

b. If the Development Category is Acquisition with Substantial Rehabilitation, indicate whether there are any existing units on the Development site as of Application Deadline, and if so, the occupancy status of such units. 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.

c. Set-Aside Commitments

(1) Total Income Set-Aside Units

100 percent of the units shall be rented to households (person or persons) with incomes at or below 60 percent of the Area Median Income (AMI).

Applicants may rent units as Shared Housing* to allow unrelated persons the choice to share units.

* Shared Housing is defined as a rental dwelling unit that is shared by Persons with Special Needs who are not related or significant others. Each resident must have non-exclusive access to shared living space, consisting at a minimum of a kitchen and a living/dining area. Each resident in a Shared Housing unit shall sign a separate lease and shall be considered a separate household for the purposes of determining compliance with set-aside commitments, income eligibility, and rent payments.

(2) Required ELI Commitments

- (a) Applicants must commit to set aside 20 percent of the total units in the proposed Development to serve Extremely Low Income (ELI) Households

- (b) A Development utilizing any type of federal or state administered project based rental assistance for a unit can apply the unit towards the requirement to set aside 20 percent of the total units as ELI units if the unit serves ELI Households.
- (c) If the ELI Set-Aside units are not proportionately distributed across the unit mix, the Corporation will redistribute the ELI Set-Aside units as needed, which may cause a reduction to the ELI Loan Amount as further outlined in 10.a.(1)(b) of the RFA.

d. Unit Mix

- (1) The Applicant must complete the Unit Mix Chart listing the total number of bedrooms per unit, the total number of bathrooms per unit (including half-baths, if applicable), the total number of units per bedroom type, and the number of units that are ELI Set-Aside units.
 - Units must consist of Zero, one, two, or three bedrooms only;
 - At least 30 percent of the total units, rounded up, must be Zero Bedroom or one bedroom units;
 - No more than 25 percent of the total units, rounded up, may be three bedroom units;
 - No more than 50 percent of the total units, rounded up, may consist of Shared Housing as defined in Exhibit B; and
 - Only two and three bedroom units may consist of Shared Housing as defined in Exhibit B. One bedroom units are not eligible for Shared Housing.
- (2) The maximum ELI funding amount per eligible ELI Set-Aside unit the proposed Development is eligible to receive is based on the information listed by the Applicant on the Unit Mix Chart.

e. Number of residential buildings must be provided

f. Compliance Period Requirements

- (1) Applicants must irrevocably commit to the Persons with Special Needs demographic commitment for a minimum of 30 years.
- (2) Applicants must irrevocably commit to the Persons with Special Needs subpopulation(s) demographic commitment (outlined in 3.b. above) for a minimum of 12 years.
- (3) Applicants must irrevocably commit to the income set aside commitment for a minimum of 30 years, except that Applicants must commit to the ELI set-aside commitment for a minimum of 15 years. After 15 years all of the ELI set-aside units may convert to serve residents at or below 60 percent AMI.

7. Readiness to Proceed

- a. A Site Control form must be submitted with site control documentation and executed by the Authorized Principal Representative.

Applicants must demonstrate site control as of Application Deadline by providing an eligible contract (effective through September 30, 2022), a deed, and/or a lease.

- b. The 06-20 Ability to Proceed forms (zoning, water, sewer/package treatment/septic tank) are provided on the RFA Webpage. These must be submitted with the Application.

The 08-20 Ability to Proceed forms (electricity and roads) must be submitted during credit underwriting.

Note: The 08-18 Ability to Proceed forms will not be accepted.

8. Required Construction Features

All units are expected must meet all requirements as outlined in the RFA. If the proposed Development consists of rehabilitation, the proposed Development's ability to provide all construction features will be confirmed.

a. Federal Requirements and State Building Code Requirements

Note: Section 504 of the Rehabilitation Act of 1973 requirements are met through the Applicant's commitment to meet either the Level 1 or Level 2 requirements described in c. below.

b. General Features

c. Accessibility, Adaptability, Universal Design and Visitability Features

(1) Level 1 Accessibility Requirements

(2) Level 2 Accessibility Requirements

d. Required Green Building Features for all Developments

Applicants must choose additional Green Building options in Exhibit A.

9. Resident Community-Based Services Coordination

The Applicant shall commit to submit a Resident Community-Based Service Coordination Plan to Florida Housing for review and approval during credit underwriting. In addition, select the option describing how the Services Coordination Experience Requirements outlined in Section Four, A.9 of this RFA will be met.

(a) At least one natural person Principal of a Non-Profit entity within the Applicant entity structure must have experience owning and operating a minimum of two Permanent Rental or Permanent Supportive Housing developments that provides Resident Community Based Services Coordination to Homeless households. To meet this requirement, Applicants will be required to provide, as Attachment 3, a chart listing the properties that serve Homeless individuals and families, and there must be a combined total number of units within the properties that equals no less than 50 percent of the total number of units in the proposed Development.

OR

(b) Applicants that do not meet the requirement described in (a) above may partner with a provider of supportive services that includes Resident Community Based Services Coordination for the intended Demographic. A Non-Profit, within the Applicant entity, that meets the qualifications to provide Resident Community Based Services Coordination, pursuant to this RFA, may partner with the Applicant to provide the Development's Resident Community Based Services Coordination. The Applicant must provide the properly completed and executed Florida Housing Finance Corporation Resident Community-Based Services Coordination Provider Or Principal Of Resident Community-Based Services Coordination Provider Certification Florida Housing Finance Corporation Services Coordinator or Principal of Services Coordinator Certification form (Form Rev. 10-2021)*.

* This form is available on the RFA Webpage.

Note: In credit underwriting, the provider must demonstrate it has been in business and performing services coordination for at least 5 consecutive years before the date of Application submission, and the Applicant must provide the legal contract demonstrating the partnership with the service provider for approval.

10. Funding

a. Corporation Funding

(1) The SAIL Request Amount is limited to the lesser of the following:

- (a) \$250,000 per unit, (which will be in addition to the Eligible ELI Request Amount);
- (b) \$3,750,000 per Development in a Small County, (which will be in addition to the Eligible ELI Request Amount); or
- (c) \$5,000,000 Development in a Medium or Large County (which will be in addition to the Eligible ELI Request Amount)

(2) ELI Loan Request Amount

- All Applications are eligible for ELI gap funding for the required ELI Set-Aside units, not to exceed 20 percent of the total units.
- The Applicant should state the amount of ELI Loan funding the proposed Development is eligible to receive in Exhibit A, as well as on the Construction/Rehab and Permanent Analysis. Note: Applicants not requesting the maximum amount of ELI funding will still be required to set aside 20 percent of the total units in the proposed Development to serve Extremely Low Income Households.
- The funding will be in the form of a forgivable loan in an amount per ELI Set-Aside unit that is dependent upon the proposed Development's unit mix and the county where the proposed Development is located.
- The ELI Set-Aside units must be distributed across the unit mix on a pro-rata basis.

b. Interest Rate of the SAIL loan is 0% - 1% and is based on the percentage of units that are set aside for Persons with Special Needs

c. Developer Fee / General Contractor Fee/Operating Deficit Reserve

(1) Developer fee shall be limited to a total of 16 percent of Development Cost.

(2) General Contractor fee shall be limited to 14 percent of actual construction cost.

(3) Operating Deficit Reserves

Up to five percent of the Development Costs will be permitted in the Application. The operating deficit reserve will be verified and sized during credit underwriting. Any operating deficit reserve account approved in credit underwriting will be held by the Corporation or its services.

d. Qualifying Financial Assistance Funding Preference

To qualify for the Qualifying Financial Assistance Funding Preference, the Applicant must meet one of the following requirements:

- (1) Cash Funding Equals at Least 3 Percent of the Eligible SAIL Loan Request Amount (exclusive of the ELI Loan amount)

Note: In-kind donations or any other donation of property or assets or waiver of any fees as well as any funding from the Corporation will not be considered Qualifying Financial Assistance.

- (2) Donation of Land by a Local Government

If the Applicant qualifies for this preference through the donation of land and is awarded funding under this RFA, the Applicant will not receive any Corporation funding in excess of the allowable costs outlined in the RFA towards the cost of the land.

Note: In-kind donations, waivers of any fees, and any funding from the Corporation are not considered Qualifying Financial Assistance, although they can be used to help reduce costs in the construction of the proposed Development.

e. Per Unit Construction Funding Preference

- f. New - Principal of the Applicant is a Public Housing Authority and/or an instrumentality of a Public Housing Authority

Applicants may qualify for an “Add-On Bonus” used in the Total Development Cost Per Unit Base Limitation calculation described in Section Five and in Item 1 of Exhibit C of the RFA, and the PHA Add-On used in the Leveraging Calculation described in Item 2 of Exhibit C if either (i) the Applicant has entered into a land lease with a Public Housing Authority on property where the proposed Development is to be located and the property has an existing Declaration of Trust between the Public Housing Authority and HUD; or (ii) the Applicant is associated with a Public Housing Authority and/or an instrumentality of a Public Housing Authority in the ownership structure.

- g. Total Development Cost Per Unit Limitation

E. Narrative Scoring

The following narrative 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 narrative responses, Florida Housing will only consider the written responses provided in Exhibit A. When assigning points for each narrative section, only the narrative for that particular requirement will be considered. Information in other narrative sections will not be considered. It is recommended to account for all criteria for each response, even if it requires repeating information in multiple narrative responses.

1. Operating/Managing Experience (Maximum of 40 points)
2. Access to Community-Based Services and Resources (Maximum 55 Points)
 - a. Access to community-based general services such as shopping for groceries, medicine, clothing, and other household and personal items (Up to 20 Points)

- b. Access to community-based services and resources that address tenants’ physical health, behavioral health and wellness, and self-sufficiency services and activities that can lead to stable and integrated lives in their community (Up to 35 Points)

3. Approach Toward Community Partnerships for Increased Resident Outcomes (Up to 20 Points)

F. Scoring and Evaluation Process

1. Tier 1 and Tier 2

Applications that commit to provide 100 percent of the Developer fee to one or more Non-Profit entities will be considered Tier 1 Applications. All Applications for proposed Developments that did not qualify as Tier 1 Applications will be considered Tier 2 Applications. Tier 1 Applications will be listed above Tier 2 Applications.

2. Goal

There is a goal to fund one Application that qualifies for the Youth Aging Out of Foster Care Goal.

3. Application Sorting Order

The highest scoring Applications will be determined by first sorting together all eligible Applications from highest score to lowest score, with any scores that are tied separated in the following order:

- a. By the Application’s Qualifying Financial Assistance Funding Preference;
- b. By the Application’s Per Unit Construction Funding Preference;
- c. By the Application’s Eligible SAIL Request Amount per set-aside unit;
- d. By the Application’s SAIL Request as Percentage of Total Development Cost Preference;
- e. By the Application’s eligibility for the Florida Job Creation Preference; and
- f. By lottery number.

4. Funding Selection Process

G. Credit Underwriting Process

H. Exhibits to RFA

1. Exhibit A – Application

2. Exhibit B – Definitions used in RFA that are not defined in Rule

3. Exhibit C – Additional Information

- a. Total Development Cost Per Unit Limitation methodology used in credit underwriting and final cost certification
- b. Florida Job Creation Funding Preference
- c. Fees

- d. Additional Requirements
 - 4. Exhibit D – Timeline
 - 5. Exhibit E – intentionally omitted
 - 6. Exhibit F – Rehabilitation Scoping Process with a Capital Needs Assessment
 - 7. Exhibit G - Tenant Application and Selection Requirements
 - 8. Exhibit H – Credit Underwriting Procedures for the ELI Loan
- I. 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:	December 2, 2021
RFA Due Date:	March 24, 2022
Review Committee Meeting (make recommendations to Board)	April/May 2022
Request Board Approval of Recommendations	May 2022