

**Florida Housing Finance Corporation Workshop Agenda**  
**RFA 2019-102 – CDBG-DR Financing of Workforce Housing**  
**Developments to be used in Conjunction with Tax-Exempt Bond Financing and Non-Competitive Housing Credits**  
**227 N. Bronough Street, Seltzer Conference Room, Tallahassee, FL**  
**And via phone #1 888 339.2688, passcode # 831 898 51**  
**July 9, 2019, 10:00 a.m., Eastern Time**

*Welcome to the second workshop regarding RFA 2019-102 – CDBG-DR Financing of Workforce Housing Developments to be used in Conjunction with Tax-Exempt Bond Financing and Non-Competitive Housing Credits. A draft RFA and Development Cost Pro Forma have been posted to the webpage <https://www.floridahousing.org/programs/developers-multifamily-programs/competitive/2019/2019-102> (also available by clicking [here](#)). This workshop will focus on information that has changed since the previous workshop and areas that have generated the most questions or concerns.*

### **Section One - Introduction**

Under this RFA, at least an estimated \$88 million Community Development Block Grant – Disaster Recovery (CDBG-DR) Program funding will be made available for construction of Workforce Housing (Development Funding) PLUS an additional \$10 million in CDBG-DR Funding will be made available for acquiring land that will be affordable in Perpetuity for Developments. The proposed developments must help address the unmet Workforce Housing need in the HUD-Designated Most Impacted and Distressed (MID), or other areas impacted by the storms and deemed as a priority by the State and not HUD MIDs (“State-Designated MIDs”).

- HUD-Designated MIDs\*: Brevard; Broward; Clay; Collier; Duval; Hillsborough; Lee; Miami-Dade; Orange; Osceola; Palm Beach; Polk; Saint Lucie; Volusia
- State-Designated MIDs: Alachua; Baker; Bradford; Charlotte; Citrus; Columbia; DeSoto; Dixie; Flagler; Gilchrist; Glades; Hamilton; Hardee; Hendry; Hernando; Highlands; Indian River; Lafayette; Lake; Levy; Manatee; Marion; Martin; Nassau; Okeechobee; Pasco; Putnam; Saint Johns; Sarasota; Seminole; Sumter; Suwannee; Union

\*This RFA will make available Community Development Block Grant-Disaster Recovery (CDBG-DR) for Workforce Housing in all HUD and State MIDs of the state except Monroe County. Monroe County Applicants may apply in RFA 2019-101.

Applicants that are selected to receive funding will be invited to enter credit underwriting and will be expected to complete the credit underwriting process, including Board approval of the credit underwriting report, within 12 months of the date of the invitation to enter into credit underwriting.

### Funding Available

Estimated total CDBG-DR funding amount of at least \$98,000,000, to be divided as follows:

- At least an estimated \$10,000,000 in Land Acquisition Funding available to HUD-Designated MIDs
- At least an estimated \$88,000,000 in Development Funding available to both HUD-Designated MIDs and State-Designated MIDs

Note: Development Funding can be used for all aspects of creating affordable housing, including land acquisition, whether the Application qualifies as a Priority I, II or III Application. Each Application is eligible for the lesser of \$8,000,000 or the applicable Total Maximum Per Unit CDBG-DR Rental FHFC Subsidy Limit for the applicable county.

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

All proposed Developments must use the CDBG-DR 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 Application submission:
  - Corporation-issued Multifamily Mortgage Revenue Bonds (MMRB) and 4% Housing Credits (HC); or
  - 4% HC, to be used with Non-Corporation-issued Tax-Exempt Bonds

After the June 13 workshop, questions have come up regarding the ownership structure of Priority I Applications. To qualify as a Priority I Application, all of the following must apply:

(1) Location

The proposed Development must be located in a HUD-Designated MID;

(2) Structure

**Language has been clarified in RFA to say the following:**

The Applicant entity is a Single Purpose Legal Entity. If the Local Government, Public Housing Authority, Land Authority, or Community Land Trust is in the Applicant ownership structure, it may or may not be the same Local Government, Public Housing Authority, Land Authority, or Community Land Trust that is the Land Owner. The Land Owner referenced below is not required to be a part of the Applicant entity. The joint venture relationship will be demonstrated through the Land Owner Certification form and the site control documents.

(3) Ownership

A Local Government, Public Housing Authority, Land Authority, or Community Land Trust holds 100 percent ownership in the land ("Land Owner"). The Development must be owned by the Applicant.

**Language has been clarified in RFA to say the following:**

Note: The Land Owner will be the recipient of the amount of CDBG-DR Funding needed for land acquisition when land acquisition costs are part of the Development Cost of any Priority I Applications. This will be regardless of whether the Application is awarded both Land Acquisition Funding and Development Funding or only Development Funding.

If the Community Land Trust is the Land Owner, the Community Land Trust must demonstrate that it qualifies as a Community Land Trust by providing the following:

- The Community Land Trust must provide its Articles of Incorporation or Bylaws demonstrating it has existed since June 28, 2018\* or earlier and that a purpose of the Community Land Trust is to preserve affordable housing; and
- The Community Land Trust must provide a list of at least two Developments a list of units or parcels of land that equals at least 50 percent of the units in the proposed Development that the Community Land Trust has developed. If the list consists of Developments, at least one Development must consist of at least 50 percent of the units in the proposed Development.

\*At the June 13, 2019 workshop, it was stated that the Articles must demonstrate that the Community Land Trust existed since September 10, 2017 or earlier. Based on feedback received, this date was changed to June 28, 2018, the date that the State of Florida Action Plan was enacted.

(4) Affordable into Perpetuity

The proposed Development must be affordable in Perpetuity. For purposes of this RFA, Perpetuity means 99 years or more.

(5) Funding

- Development Funding - Must apply for Development Funding. The maximum request is the lesser of \$8,000,000 or Total Maximum Per Unit CDBG-DR Rental FHFC Subsidy Limit.
- Land Acquisition Program Funding – May apply for up to \$5,000,000 to assist with land acquisition costs although this is not required for Priority I Applications. All Priority I Applicants must commit to making the land affordable into Perpetuity.

(6) Selection Process

Eligible Priority I Applications will be selected for funding first and will continue to be selected for funding if the Application can be fully funded. Priority II or III Applications will not be selected for funding unless there is funding remaining and no eligible Priority I Applications can be fully funded.

If the Land Acquisition Program Funding is depleted and eligible Priority I Applications remain, Priority I Applications may be fully funded from Development Program Funding, if (i) the total request in funding is \$8 million or less, and (ii) enough funding remains in the Development Program Funding to fully fund the Application.

To qualify as a Priority II Application, all of the following must apply:

(1) Location

The proposed Development must be located in a HUD-Designated MID;

(2) Structure

The Applicant entity must be a Single Purpose Legal Entity.

(3) Affordability Period

Minimum of 50 years

(4) Funding

Development Funding – The Application is only eligible for Development Funding. The maximum request is the lesser of \$8,000,000 or Total Maximum Per Unit CDBG-DR Rental FHFC Subsidy Limit. Priority II Applications are not eligible for Land Acquisition Funding and any land acquisition expenses must be deducted from Development Funding or other sources.

(5) Selection Process

Eligible Priority I Applications will be selected for funding first and will continue to be selected for funding if the Application can be fully funded. Priority II Applications will not be selected for funding unless there is funding remaining and no eligible Priority I Applications can be fully funded.

## Priority III Applications Qualifications

Priority III Applications will be selected only if Development Funding remains after selecting all Priority I and II Applications. To qualify as a Priority III Application, all of the following must apply:

(1) Location

The proposed Development must be located in a State-Designated MID.

(2) Structure

The Applicant entity must be a Single Purpose Legal Entity.

(3) Affordability Period

Minimum of 50 years

(4) Funding

Development Funding – The Application is only eligible for Development Funding. The maximum request is the lesser of \$8,000,000 or Total Maximum Per Unit CDBG-DR Rental FHFC Subsidy Limit. Priority II Applications are not eligible for Land Acquisition Funding and any land acquisition expenses must be deducted from Development Funding or other sources.

(5) Selection Process

Eligible Priority III Applications will be selected for funding after all Priority I and II Applications that can be fully funded are selected. Priority III Applications will continue to be selected for funding if the Application can be fully funded.

## Section Two – Definitions

## Section Three – Submission Requirements

## Section Four – Information to be Provided in the Application

### 1. Required Certification and Acknowledgement forms found in the back of the RFA

- a. The Applicant must include an Applicant Certification and Acknowledgement form, executed by the Authorized Contact Person, to indicate the Applicant's certification and acknowledgement of the provisions and requirements of the RFA.
- b. All Priority I Applications must include a Land Owner Certification and Acknowledgement form, executed by the Authorized Land Owner Representative, to indicate the Land Owner's certification and acknowledgement of the provisions and requirements of the Perpetuity Requirements and other requirements outlined in the RFA.

### 2. Demographic Commitment must be Workforce, serving the general population.

### 3. Applicant/Developer/ Contact Person/Management Company

#### a. Applicant

- (1) Describe the structure of the Applicant entity and state whether the Application is a Priority I, II or III Application.
- (2) If the Application is a Priority I Application, state the name of the Local Government, Public Housing Authority, Land Authority, or Community Land Trust (“Land Owner”) for use in the Land Owner Award Tally.
- (3) To qualify as a Non-Profit Applicant, the Applicant must provide the required documentation for each Non-Profit entity described in the RFA, such as the IRS determination letter and articles of incorporation demonstrating that one of the purposes of the Non-Profit entity is to foster low-income housing.

#### b. Developer

Provide the name of each Developer and provide evidence that each Developer is a legally formed entity qualified to do business in Florida as of Application Deadline. A developer is any individual, association, corporation, joint venture, or partnership which possesses the skill, experience, and credit worthiness to successfully produce affordable housing as required in the Application.

##### (1) Required Developer Experience

Because all Applications for RFA 2019-102 will involve Housing Credits, the Developer must demonstrate experience with Housing Credits, as outlined in the draft RFA.

##### (2) Federal Funding Experience Preference (tiebreaker in funding selection)

Applications will qualify for this funding preference if the Developer demonstrates at least one development that qualifies for the Affordable Housing Experience consists of at least eight total units that was financed with federal funding and required all federal programs such as Davis Bacon requirements and Environmental Review requirements.

#### c. Principal Disclosure Form for the Applicant and for each Developer (5 points)

To meet the submission requirements, the Applicant must upload the Principals of the Applicant and Developer(s) Disclosure Form (“Principals Disclosure Form”).

#### **A new Principal Disclosure Form has been created after the June 13, 2019 workshop.**

To accommodate the Applicant structures allowed in RFAs 2019-101, 2019-102, and 2019-103, a Principals of the Applicant and Developer(s) Disclosure form and corresponding Instructions have been created specifically for these RFAs requesting CDBG-DR funding. Principal Disclosure Form (Rev. 06-19). The CDBG-DR Principal Disclosure form and corresponding instructions can be found on the webpage <https://www.floridahousing.org/programs/developers-multifamily-programs/competitive/2019/2019-102>.

Reminder: The Land Owner in Priority I Applications is not required to be a part of the Applicant entity.

Applications will earn 5 points by submitting a Principals Disclosure Form that was approved during the Advance Review Process. The Continuous Advance Review Process is now open.

- d. General Management Company Experience
- e. Authorized Principal Representative / Operational Contact Person

**4. General Proposed Development Information:**

- a. Development Name
- b. The Development Category must be new construction, with or without acquisition. All units must consist entirely of new construction units. Rehabilitation of existing units is not allowed. Demolition of current structures is allowed.
- c. Development Type (i.e., Garden, Townhouses, Mid-Rise (4, 5 or 6 stories), or High Rise (7 or more stories)).
- d. Enhanced Structural Systems Construction Preference

To qualify, the proposed Development must meet at least one of the specifications listed in the RFA.

- e. State whether construction has commenced as of Application Deadline. Note: If “Yes”, all rules and regulations in 24 CFR Part 92, which includes cross-cutting Federal Regulations, will apply.

**5. Location of the Development**

- a. County

The following counties are HUD-Designated MID's or State-Designated MID's and are the only counties eligible for funding under this RFA:

Alachua; Baker; Bradford; Brevard; Broward; Charlotte; Citrus; Clay; Collier; Columbia; DeSoto; Dixie; Duval; Flagler; Gilchrist; Glades; Hamilton; Hardee; Hendry; Hernando; Highlands; Hillsborough; Indian River; Lafayette; Lake; Lee; Levy; Manatee; Marion; Martin; Miami-Dade; Monroe; Nassau; Okeechobee; Orange; Osceola; Palm Beach; Pasco; Polk; Putnam; Saint Johns; Saint Lucie; Sarasota; Seminole; Sumter; Suwannee; Union; Volusia

- b. Provide the address of the entire proposed Development, including any Scattered Sites.
- c. All Applicants must provide the latitude and longitude coordinates for the Development Location Point and, if applicable, each of the Scattered Sites, stated in decimal degrees, rounded to at least the sixth decimal place. Note: 30.443900, -84.283960 is an example of decimal degrees format, represented to six decimal places.
- d. Proximity

All Large County Applications must achieve a minimum number of Transit Service Points and achieve a minimum number of total proximity points to be eligible for funding. Small and Medium County Applications are not required to achieve a minimum number of Transit Service Points but must achieve a minimum number of total proximity points to be eligible for funding.

One Transit Service may be selected for a maximum of 6 points. The Transit Services are Public Bus Stop, Public Bus Transfer Stop, Public Bus Rapid Transit Stop, and Public Rail Station

Up to three Community Services may be selected for a maximum of 4 points each. The Community Services are Grocery Store, Public School, Medical Facility, and Pharmacy.

Note: Although in other RFAs the option of Pharmacy has only been an option for those that commit to the Elderly Demographic, Pharmacy is an option to all Applicants in this RFA. Additionally, the definition of Grocery Store has been updated as follows:

A retail food store consisting of 4,500 square feet or more of contiguous air-conditioned space available to the public, that has been issued a food permit, current and in force as of the dates outlined below, issued by the Florida Department of Agriculture and Consumer Service (FDACS) which designates the store as a Grocery Store or Supermarket within the meaning of those terms for purposes of FDACS-issued food permits.

Additionally, it must have been open and available for use by the general public since a date that is 6 months prior to the Application Deadline with the exception of any of the following, which must be in existence and available for use by the general public as of the Application Deadline:

Albertson’s, Aldi, Bravo Supermarkets, BJ’s Wholesale Club, Costco Wholesale, EarthFare, Food Lion, Fresh Market, Harvey’s, Milam’s Markets, Piggly Wiggly, Presidente, Publix, Sam’s Club, Sav – A – Lot, Sedano’s, SuperTarget, Trader Joe’s, Walmart Neighborhood Market, Walmart Supercenter, Whole Foods, Winn-Dixie

Location of Proposed Development	Required Minimum Transit Service Points if Eligible for PHA or RD Proximity Point Boost	Required Minimum Transit Service Points if NOT Eligible for PHA or RD Proximity Point Boost	Required Minimum Total Proximity Points that Must be Achieved to be eligible for funding	Minimum Total Proximity Points that Must be Achieved to Receive the Proximity Funding Preference
Large County	1.5	2	10.5	12.5
Medium County	N/A	N/A	7	9
Small County	N/A	N/A	4	6

**6. Buildings and Number of Units**

- a. Number of units must be provided. All proposed Developments must consist of a minimum of 30 total units. There is no maximum number of units.
- b. Set-Aside Commitments

- (1) Minimum Set-Aside Commitments per Section 42 of the IRC

Per Section 42 of the IRC, the Applicant must elect one of the following minimum set-aside commitments:

- 20% of the units at 50% or less of the Area Median Income (AMI)
- 40% of the units at 60% or less of the AMI
- Average Income Test

(2) Total Income Set-Aside Units

**Language has been clarified in the RFA to say the following:**

The Applicant must commit to set aside 100 percent of the total units at or below 80 percent Area Median Income (AMI). The exact breakdown for each Minimum Set-Aside Commitments per Section 42 of the IRC is as follows:

- (a) If the Applicant elects the minimum HC set-aside commitment of 20% at 50% AMI, the Applicant's total set-aside commitments will be as outlined below:
- 20 percent of the total units, rounded up to the next whole unit, must be set aside as Housing Credit Set-Aside Units at or below 50 percent of the AMI as the Applicant's minimum IRC HC Set-Aside;
  - 10 percent of the total units, rounded up to the next whole unit, must be set aside as Housing Credit Set-Aside Units at the ELI AMI level for the appropriate county; and
  - The remaining units must be set aside as Workforce Housing Set-Aside Units at or below 80 percent AMI.
- (b) If the Applicant elects the minimum HC set-aside commitment of 40% at 60% AMI, the Applicant's total set-aside commitments will be as outlined below:
- 40 percent of the total units, rounded up to the next whole unit must be set aside as Housing Credit Set-Aside Units at or below 60 percent of the AMI as the Applicant's Minimum IRC HC Set-Aside;
  - 10 percent of the total units, rounded up to the next whole unit, must be set aside as Housing Credit Set-Aside Units at the ELI AMI level for the appropriate county; and
  - The remaining units must be set aside as Workforce Housing Set-Aside Units at or below 80 percent AMI.
- (c) If the Applicant selects the Average Income Test, the Applicant's total set-aside commitments will be as outlined below:
- 40 percent of the total units, rounded up to the next whole unit must be set aside as Housing Credit Set-Aside Units at or below 60 percent of the AMI as the Applicant's Minimum IRC HC Set-Aside;
  - 15 percent of the total units, rounded up to the next whole unit, must be set aside as Housing Credit Set-Aside Units at the ELI AMI level for the appropriate county; and
  - The remaining units must be set aside as Joint Housing Credit/Workforce Set-Aside Units at or below 80 percent AMI.

Joint Housing Credit/Workforce Set-Aside units can be used for the Average Income Test calculation if the average AMI of all Housing Credit Set-Aside Units plus all Joint Housing Credit/Workforce Set-Aside Units is no higher than 60 Percent.

(4) Link units for Persons with Special Needs

All Developments must commit to set-aside 50 percent of the ELI Set-Aside units as Link Units for Persons with Special Needs.

- d. Number of residential buildings must be provided.



e. Compliance Period

The Compliance Period committed to in this section includes the units set aside for the Demographic Commitments made in this RFA, which includes the commitments for Link Units and ELI Households. An annual compliance monitoring fee will be charged for the first 50 years.

The HUD affordability period requires units to be set aside for 20 years. Priority I Applications must remain affordable into Perpetuity. The Corporation is adding 30 years of an extended affordability period to the HUD affordability period for Priority II and III Applications, for a total affordability period of 50 years for Priority II and III Application.

**7. Readiness to Proceed**

a. Site Control

Priority I Applications seeking Land Acquisition Program Funding Requirements

The land must be affordable into Perpetuity. Note: There is no guarantee of funding, even for Applicants that are selected for funding. To be eligible for funding, other conditions such as an environmental review and approval during credit underwriting, must be met.

Applicants must demonstrate site control as of Application Deadline by providing the properly executed Site Control Certification form (Form Rev. 08-18). Attached to the form must be documents that meet the conditions outlined below:

- (1) The Site Control documentation must include an eligible contract. An eligible contract must meet all of the following conditions:
  - (a) It must have a term that does not expire before a date that is 6 months after the Application Deadline or that contains extension options exercisable by the purchaser and conditioned solely upon payment of additional monies which, if exercised, would extend the term to a date that is not earlier than a date that is 6 months after to the Application Deadline;
  - (b) It must specifically state that the buyer's remedy for default on the part of the seller includes or is specific performance;
  - (c) The purchase price must be included;
  - (d) The buyer must be the Local Government, Public Housing Authority, Land Authority, or Community Land Trust (designated "Land Owner"); and
  - (e) The owner of the subject property must be the seller, or is a party to one or more intermediate contracts, agreements, assignments, options, or conveyances between or among the owner, the Applicant, or other parties, that have the effect of assigning the owner's right to sell the property to the seller. Any intermediate contract must meet the criteria for an eligible contract in (a) through (d) above.
- (2) The Site Control documentation must include an appraisal demonstrating that the appraised value of the land meets or exceeds the purchase price;

- (3) For Applicants that are a Single Purpose Legal Entity, include a lease between the Applicant and Land Owner. The lease payments must equal \$10 a year or less\*. The lease must have an unexpired term of at least 50 years after the Application Deadline.

Priority I Applications that are not seeking Land Acquisition Program Funding

The land must be affordable into Perpetuity. Applicants must demonstrate site control as of Application Deadline by providing the properly executed Site Control Certification form (Form Rev. 08-18). Attached to the form must be documents that meet the conditions outlined below:

- (1) If purchasing the land, the Site Control documentation must include an eligible contract that meets all of the following conditions:
  - (a) It must have a term that does not expire before a date that is 6 months after to the Application Deadline or that contains extension options exercisable by the purchaser and conditioned solely upon payment of additional monies which, if exercised, would extend the term to a date that is not earlier than a date that is 6 months after to the Application Deadline;
  - (b) It must specifically state that the buyer's remedy for default on the part of the seller includes or is specific performance;
  - (c) The Local Government, Public Housing Authority, Land Authority, or Community Land Trust (designated "Land Owner") must be the buyer; and
  - (d) The owner of the subject property must be the seller, or is a party to one or more intermediate contracts, agreements, assignments, options, or conveyances between or among the owner, the Applicant, or other parties, that have the effect of assigning the owner's right to sell the property to the seller. Any intermediate contract must meet the criteria for an eligible contract in (a) through (c) above.
- (2) If the Local Government, Public Housing Authority, Land Authority, or Community Land Trust already owns the land, the Site Control documentation must include a Deed or Certificate of Title. The deed or certificate of title (in the event the property was acquired through foreclosure) must be recorded in Monroe County and show the Applicant as the sole Grantee.
- (3) For Applicants that are a Single Purpose Legal Entity, include a lease between the Applicant and Land Owner.. The lease payments must equal \$10 a year or less\*. The lease must have an unexpired term of at least 50 years after the Application Deadline.

***\*Question for discussion: Is \$10 a year or less the appropriate amount for lease payments for Priority I Applications?***

Priority II and III Applications

- (1) If the Applicant is purchasing the land, the Site Control documentation must include an eligible contract must meet all of the following conditions:
  - (a) It must have a term that does not expire before a date that is 6 months after to the Application Deadline or that contains extension options exercisable by the

purchaser and conditioned solely upon payment of additional monies which, if exercised, would extend the term to a date that is not earlier than a date that is 6 months after to the Application Deadline;

- (b) It must specifically state that the buyer's remedy for default on the part of the seller includes or is specific performance;
- (c) The Applicant must be the buyer unless there is an assignment of the eligible contract, signed by the assignor and the assignee, which assigns all of the buyer's rights, title and interests in the eligible contract to the Applicant; and
- (d) The owner of the subject property must be the seller, or is a party to one or more intermediate contracts, agreements, assignments, options, or conveyances between or among the owner, the Applicant, or other parties, that have the effect of assigning the owner's right to sell the property to the seller. Any intermediate contract must meet the criteria for an eligible contract in (a) through (c) above.

- (2) If the Applicant already owns the land, the Site Control documentation must include a Deed or Certificate of Title. The deed or certificate of title (in the event the property was acquired through foreclosure) must be recorded in Monroe County and show the Applicant as the sole Grantee.
- (3) If the Applicant is leasing the land, the Site Control documentation must include a Lease. The lease must have an unexpired term of at least 50 years after the Application Deadline and the lessee must be the Applicant. The owner of the subject property must be a party to the lease, or a party to one or more intermediate leases, subleases, agreements, or assignments, between or among the owner, the Applicant, or other parties, that have the effect of assigning the owner's right to lease the property for at least 50 years to the lessee.

b. Ability to Proceed

The new Ability to Proceed forms are provided on the Corporation's Website <http://www.floridahousing.org/programs/developers-multifamily-programs/competitive/2019/2019-102/forms-related-to-rfa-2019-102> (also accessible by clicking [here](#)).

**7. Uniform Relocation Act**

**8. Required Design and Construction Features**

- a. Federal Requirements and State Building Code Requirements
- b. Required general features
- c. Accessibility, Adaptability, Universal Design and Visitability Features
- d. Required Green Building Certification Features

\* After the June 13, 2019 workshop, Enterprise Green Communities has been added as an option. The language now says:

Proposed Developments must achieve one of the following Green Building Certification programs: Leadership in Energy and Environmental Design (LEED); Florida Green Building Coalition (FGBC); Enterprise Green Communities; or ICC 700 National Green Building Standard (NGBS).

A question has also been added to Exhibit A that asks which certification program will be achieved.

**9. Resident Programs**

At least two of the following resident programs must be selected: After School Program for Children, Literacy Training, Employment Assistance Program, Family Support Coordinator, Financial Management Program, or Homeownership Opportunity.

**10. Funding**

The CDBG-DR loan shall be non-amortizing and forgivable after 20 years. The loan subject to the program requirements, credit underwriting, and loan terms and conditions outlined the RFA.

a. Funding Available

Estimated total CDBG-DR funding amount of \$98,000,000, to be divided as follows:

- Up to an estimated \$88,000,000 in Development Funding (All Applications)

Development Funding can be used for all aspects of creating affordable housing, including land acquisition, whether the Application qualifies as a Priority I, II or III Application. Each Application is eligible for the lesser of \$8,000,000 or the applicable Total Maximum Per Unit CDBG-DR Rental FHFC Subsidy Limit for the applicable county.

County	HUD Subsidy Limit				
	0 Bedroom	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Alachua, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Marion, Putnam, Suwannee	\$139,149	\$158,368	\$192,575	\$249,130	\$266,417
Baker, Bradford, Brevard, Broward, Charlotte, Citrus, Clay, Collier, Columbia, DeSoto, Duval, Flagler, Glades, Hardee, Hendry, Hernando, Highlands, Hillsborough, Indian River, Lake, Lee, Manatee, Martin, Miami-Dade, Nassau, Okeechobee, Orange, Osceola, Palm Beach, Pasco, Polk, Saint Johns, Saint Lucie, Sarasota, Seminole, Sumter, Union, Volusia	\$141,088	\$161,738	\$196,672	\$254,431	\$272,085

- Up to an estimated \$10,000,000 in Land Acquisition Program Funding (Priority I Applications only)

Recognizing that additional funding may be necessary to make Developments viable due to the scarcity and cost of land, Priority I Applicants may request up to \$5,000,000, in addition to the requested Development Funding, to assist with land acquisition costs.

b. Tax-Exempt Bonds:

- (1) Corporation-issued MMRB; or
  - (2) 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.
- c. Non-Competitive 4% HC.
  - d. Additional funding sources must be demonstrated if Applicant's total development cost per unit exceeds the CDBG-DR maximum subsidy limit, tax-exempt bonds, and Non-Competitive 4% HC sources.
  - e. Developer Fee for this RFA is based on 18% of Development Cost.

**11. Ranking and Funding Selection:**

- a. Eligibility Requirements
- b. Sorting Order

First, by the Enhanced Structural Systems Construction Preference;

Next, by the Federal Funding Experience Preference;

Next, by the Proximity Funding Preference;

Next, by the Application's CDBG-DR Development Funding Request Amount per Set-Aside;

Next, by the Application's eligibility for the Florida Job Creation Preference; and

Finally, by the Application's lottery number.

- c. Funding Test

Priority I Applications will only be funded if there is enough Development Funding and, if requested, Land Acquisition Program Funding to fully fund the Application. If the Land Acquisition Program Funding is depleted and eligible Priority I Applications remain, Priority I Applications may be fully funded from Development Program Funding, if (i) the total request in funding is \$8 million or less, and (ii) enough funding remains in the Development Program Funding to fully fund the Application.

Priority II or III Applications will only be funded if there is enough Development Funding to fully fund the Application; however, the amount of funding awarded to Priority III Applications will not exceed 20% of the total amount of CDBG-DR available for this RFA.

- d. Land Owner Award Tally (Priority I Applications only)

As each Application is selected for tentative funding, the Land Owner submitting the Application will be located will have one Application credited toward the Land Owner Award Tally.

When selecting Priority I Applications, the Corporation will prioritize eligible unfunded Priority I Applications that meet the Funding Test and are from Land Owners that have the lowest applicable Land Owner Award Tally above other eligible unfunded Priority I Applications with a higher Land Owner Award Tally that also meet the Funding Test, even if the Applications with a higher Land Owner Award Tally are higher ranked Priority I Applications. If there are multiple eligible unfunded Applications that have the lowest Land Owner Award Tally, the Corporation will select the highest ranking Priority I Application among them for funding.

This procedure will be applied when selecting Priority I Applications.

e. County Award Tally

As each Application is selected for tentative funding, the county where the proposed Development is located will have one Application credited towards the County Award Tally. The Corporation will prioritize eligible unfunded Applications that meet the Funding Test and are located within counties that have the lowest County Award Tally above other eligible unfunded Applications with a higher County Award Tally that also meet the Funding Test, even if the Applications with a higher County Award Tally are higher ranked.

f. Selection Process

After Applications are sorted, funding selection will proceed. The highest ranked Priority I Applications will be selected first, subject to the Funding Test and Jurisdiction Award Tally. As each Priority I Application is selected for funding, the CDBG-DR Request Amount will be deducted from both the Development Funding Amount and, if requested, the Land Acquisition Program Funding.

If the Land Acquisition Program Funding is depleted and eligible Priority I Applications remain, Priority I Applications may be fully funded from Development Program Funding, if (i) the total request in funding is \$8 million or less, and (ii) enough funding remains in the Development Program Funding to fully fund the Application.

If Land Acquisition Program Funding remains and there are no eligible Priority I Applications that can be fully funded, the Land Acquisition Program Funding will be distributed as approved by the Florida Housing Board of Directors and the Florida Department of Economic Opportunity. The Land Acquisition Program Funding will not be used to fund Priority II or III Applications.

If Development Funding remains, but there are no eligible Priority I Applications that can be fully funded, the process will be repeated with the highest-ranking Priority II Applications until there are no Priority II Applications that can be fully funded.

If Development Funding remains, and no Priority II Applications can be fully funded, then the process will be repeated with the highest-ranking Priority III Applications. Then no further Applications will be selected for funding and the remaining funding will be distributed as approved by the Board.

**12. Other sections of RFA**

**Item 1 of Exhibit C** – provides additional information regarding Total Development Cost per Unit Limitation calculation

**Item 2 of Exhibit C** – provides additional information regarding the Florida Job Creation Preference calculation

**Item 3 of Exhibit C** – provides a list of fees

**Item 4 and 5 of Exhibit C** – provides additional requirements including those specific to the CDBG-DR funding

**Exhibit D** - contains a timeline listing due dates for information to be provided to the Corporation or to the credit underwriter after the Applicant receives the invitation to credit underwriting.

**Exhibit E** - Additional requirements for the Link Units for Persons with Special Needs

**Exhibit F** – provides the Credit Underwriting Procedures specific to the CDBG-DR funding. Rule 67-21, F.A.C. provides information regarding the housing credits and Corporation-issued MMRB.

**13. Time Line**

*Issue RFA:* *\*July 30, 2019*

*RFA Due Date:* *August 27, 2019*

*Review Committee Meeting (make recommendations to Board)* *10:00 a.m. on November 13, 2019*

*Request Board Approval of Recommendations (at scheduled Board Meeting)* *December 13, 2019*

\* The issue date was previously scheduled for July 23, 2019. The date now corresponds with the issue date for RFA 2019-103. This change does not affect the other dates.

**14. Other Discussion Topics**