

FLORIDA HOUSING FINANCE CORPORATION

**RFA 2023-108 Housing Credit and RRLP Financing for Homeless Housing Developments located in Medium and Large Counties Affected by Hurricane Ian and Nicole
March 30, 2023, 2:00 p.m., Eastern Time**

The Workshop will be held at the Florida Housing Finance Corporation office and via Webinar. Registration for Webinar is required. Registration information is available on both RFA Webpages*

Overview

A. Introductions

B. Purpose of Workshop

This workshop will be held to solicit comments and suggestions from interested persons relative to Request for Applications (RFA) 2023-108 Housing Credit and Rental Recovery Loan Program (RRLP) Financing to Develop Housing for Homeless Persons in Hurricane Ian and Nicole Impacted Counties. It is open to Medium and Large, Tier 1 and Tier 2 Counties, with a goal to fund one Application in Lee County as described below.

This RFA is open to Non-Profit Applicants proposing the development of housing for Homeless Households, as defined in Exhibit B of this RFA, that also include a portion of units for Persons with Special Needs. The Development must be located in one of the following Hurricane impacted counties which were designated Tier 1 or Tier 2 based on the available impact criteria and FEMA data:

Medium Tier 1 Counties: Charlotte, Lee, Sarasota and Volusia

Large Tier 1 Counties: Orange

Medium Tier 2 Counties: Collier, Osceola, Polk and Seminole

Large Tier 2 Counties: Hillsborough

*Any reference to the RFA Webpage for this RFA means

<https://www.floridahousing.org/programs/developers-multifamily-programs/competitive/2023/2023-108>

Funding Available

A. 9% Competitive Housing Credits

An estimated \$4,890,000 in 9% Competitive Housing Credits will be made available

B. RRLP Funding

An estimated \$8,400,000 in RRLP funding appropriated by the 2022 Florida Legislature will be made available. The RRLP Loan Funding Amount will be comprised of a Base Loan Amount plus ELI Loan Amount.

D. Home Investment Partnerships Program (HOME) From The American Rescue Plan Act (HOME-ARP)

An estimated \$5,500,000 in HOME-ARP will be made available. All Applicants will be required to commit a certain number of 22% Units that meet the requirements outlined in Section Four, A.6.c.(2)(c) of the RFA. Applicants may also commit to additional 22% Units. HOME-ARP funding will be awarded based on each 22% Unit, regardless of whether the 22% Unit was required or optional.

The invitation to enter credit underwriting will inform the Applicant of the HOME-ARP award amount, and the requirement to set-aside 22% Units.

HOME-ARP requirements would apply such as how the units must be used for Qualifying Populations, the HUD environmental requirements provided in 24 CFR Part 92 and 24 CFR Part 58, AND Davis-Bacon requirements apply, if there are at least twelve 22% Units.

HOME-ARP is further described in Exhibit J of the RFA.

Outline of RFA

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

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

Definitions in Exhibit B include words like “Homeless Household”, “Non-Profit Applicant”, and “Permanent Supportive Housing”.

- C. Section Three –RFA Procedures and Provisions

- 1. Submission Requirements
- 2. Financial Arrearage Requirement and Insurance Deficiency Requirement
- 3. Bookmarking the Attachment document

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 the 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. Review of Application

The Corporation will not review the substance of the documentation that is submitted as Attachments to this RFA during the Review Committee scoring process unless there is a reason to believe that any of the documents have been improperly executed. During Review Committee scoring, the Corporation will rely on the answers submitted by the Applicant in Exhibit A, the Development Cost Pro Forma, and the Principal Disclosure Form to determine whether an Applicant has met the requirements of this RFA. Additionally, the Corporation has no authority to, and will not, evaluate the validity or enforceability of any eligible site control documentation.

If it is determined that the Attachments do not meet the RFA requirements or the Applicant submitted materially incorrect information in the Application, the Application may be deemed ineligible, and/or the Corporation may rescind the award, and all Principals of the Applicant may be subject to material misrepresentation, even if the Application was not selected for funding, was deemed ineligible, or was withdrawn.

2. Demographic Commitment and interest rate of RRLP loan

a. Requirements

Applicants that commit to serve the Homeless demographic commitment will be required to make the following set aside commitments for a minimum of 50 years:

At least 50 percent of the total units for Homeless individuals and families as defined in Exhibit B of the RFA;

AND

At least 20 percent of the total units for Persons with Special Needs as defined in Section 420.0004(13), F.S., (which may be the same units set aside for Homeless individuals and families).

b. Interest Rate

(1) Applicants that commit to set aside at least 50 percent, but less than 80 percent, of the total units for Homeless individuals and families will qualify for a RRLP loan with an interest rate of 0 percent for the percentage of units that are set aside for Homeless individuals and families, and an interest rate of 1 percent for the remaining units. For example, a set-aside commitment of 60 percent of the units for Homeless Households will have 60 percent at 0 percent and 40 percent at 1 percent, or a blended overall interest rate of 0.40 percent.

(2) Applicants that commit to set aside at least 80 percent of the total units for Homeless individuals and families will qualify for a RRLP loan with an interest rate of 0 percent.

(3) The ELI loan is a forgivable loan as further outlined in Exhibit I.

3. Applicant/Developer/Management Company/Contact Person

a. Applicant

(1) State the name of the Applicant

(2) Evidence that Applicant is legally formed entity qualified to do business in Florida as of Application Deadline

(3) The Applicant must meet the definition of a Non-Profit as set out in Exhibit B. To demonstrate that this definition is met, Applicants must meet the requirements in **both** (a) and (b) below.

(a) Demonstration of Material Participation

Demonstration of how the Non-Profit entity is materially substantially and materially participate in the predevelopment, management, and operation of the proposed Development (throughout the Compliance period, within the meaning of the material participation as defined in 26 USC §469, 26 USC §42, by submitting the Executive Director Certification of Non-Profit Entity Material Participation form (Rev. 09-2022));

(b) Demonstration of Non-Profit entity qualifications

To meet this eligibility requirement, **for each Non-Profit entity that makes up the Non-Profit Applicant** provide **either** the Executive Director Certification of Non-Profit Entity

Qualifications Form (Rev. 10-2021) **that was stamped “Approved” by the Corporation as outlined in (4) below***; or the Non-Profit Application Package outlined in (i) through (iii) below

(i) The Executive Director Certification of Non-Profit Entity Qualifications form

The Executive Director Certification of Non-Profit Entity Qualifications form (Rev. 10-2021), which must be completed and signed by the Executive Director of the non-profit entity.

If the Non-Profit Application Package is submitted during the Non-Profit Advance Review Process and meets all requirements outlined in (4) below, this form will be stamped “Approved” and returned to the Applicant.

Applicants that submit the **Corporation-approved*** Executive Director Certification of Non-Profit Entity Qualifications Form (Rev. 10-2021) for **each** Non-Profit entity that makes up the Non-Profit Applicant will meet the Non-Profit Application Package requirements without the need to resubmit the rest of the Non-Profit Application Package, and may also be awarded points as described in (4) below.

(ii) IRS determination letter

The IRS determination letter demonstrating 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 Application Deadline of this RFA;

(iii) Non-Profit Bylaws and/or Articles of Incorporation

The Non-Profit Bylaws and/or Articles of Incorporation demonstrating all of the following requirements are met. Information may be found in either the Bylaws or the Articles of Incorporation. The Applicant should submit both documents, including any subsequent amendments, for review in order to ensure all of the below requirements are met.

(A) The role and responsibilities of the Board of directors;

(B) The number of members that are part of the Board; and

(C) The bylaws or articles of incorporation must state one of the purposes of the Non-Profit is to foster low-income housing. This requirement may be met with the most recent IRS form 990, if the form 990 states that one of the purposes of the Non-Profit is to foster low-income housing.

*The Applicant may submit any Corporation-approved Executive Director Certification of Non-Profit Entity Qualifications Form (Rev. 10-2021) in lieu of the Non-Profit Application Package, even if approved in a prior RFA cycle.

(4) Non-Profit Advance Review Process (10 Points)

The Non-Profit Application Package may be submitted to the Corporation prior to the Application Deadline. The Corporation will review the Non-Profit Application Package and, if the above requirements are met, will stamp the Executive Director Certification of Non-Profit Entity Qualifications Form (Rev. 10-2021) with the date that the form was received and approved, then

return it to the Applicant. Applications will receive 10 points if the submitted Executive Director Certification of Non-Profit Entity Qualifications Form (Rev. 10-2021) is stamped "Received" by the Corporation at least 14 Calendar Days prior to the Application Deadline AND stamped "Approved" prior to the Application Deadline for **each non-profit entity**.

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](#)) as soon as possible.

(5) Homeless Assistance Continuum of Care Requirements

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;
- (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, 2003 completed at least three affordable rental housing developments, at least one of which was financed utilizing low-income housing tax credits pursuant to Section 42, IRC, and completed since January 1, 2013. At least one of the three completed developments must consist 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 and must remain with the Development until the release of the operating deficit guarantee set forth in Rule 67-48.0071(18).

(b) The Withdrawal Disincentive

Withdrawal Disincentive points will not be awarded to Applicants in this RFA.

In an effort to encourage the submission of quality Applications, the Corporation will award points for Developer experience in certain future RFAs. Applicants and Developers are on notice that any Application submitted in this RFA that is withdrawn any time subsequent to the Application Deadline but on or before the execution of the Carryover Allocation Agreement and payment of the Administrative fee will (if the future RFA so provides) result in a point reduction in the scoring of Developer experience in future Applications in which the Developer, Co-Developer or any Principal of the Developer(s) named in the Developer section of the Principals of the Applicant and Developer(s) Disclosure Form of the withdrawn Application is named for purposes of satisfying the Developer experience requirement in the future Application.

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. Per subsection 67-48.002(94), F.A.C., any Principal other than a natural person must be a legally formed entity 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. Name and contact information of Management Company

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 (a) must be a natural person Principal of at least one Non-Profit entity of the Applicant listed on the Principal Disclosure Form; (b) must have signature authority to bind the Applicant entity; (c) must sign the Applicant Certification and Acknowledgement form section of Exhibit A; (d) must sign the Florida Housing Finance Corporation Resident Community-Based Services Coordination Provider Or Principal Of Resident Community-Based Services Coordination Provider Certification form (Form Rev. 10-2021), if provided; and (e) if funded, will be the recipient of all future documentation that requires a signature.

4. General Proposed Development Information

a. Development Name

b. Development Category

The proposed Development must consist entirely of new construction. Rehabilitation of existing units is not allowed.

c. Characteristics of Development

(1) Development Type (i.e., Garden, Duplexes, Triplexes, Quadraplexes, Mid-Rise (4, 5 or 6 stories), or High Rise (7 or more stories).

(2) Enhanced Structural Systems Construction Qualifications

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

Language has been added to clarify that any buildings with the Development Type of High-Rise (7 or more stories) shall qualify as “ESS Construction.”

d. Unit Characteristic Chart

Complete the chart in Exhibit A of the RFA reflecting the appropriate breakdown reflecting the number of units within each of the Development Categories, Development Types, or ESS/non-ESS Construction.

This is required of all Applications.

5. Location

a. County of the proposed Development

This RFA includes a goal to fund one Development in Lee County.

Tier	Medium Counties	Large Counties
Tier 1	Charlotte, Lee, Sarasota, Volusia	Orange
Tier 2	Collier, Osceola, Polk, Seminole	Hillsborough

b. Provide the address of the proposed Development

c. State whether the proposed Development consists of Scattered Sites

Note: Developments are limited to three Scattered Sites.

d. Latitude/Longitude Coordinates

Provide the 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. Units

a. Total Number of Units

(1) Minimum number of units

Medium County - minimum of 30 units

Large County Applications - minimum of 50 units

(2) There is no maximum number of units

b. 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) Required Income Set-Aside Units

If the Average Income Test is not selected, at least 80 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).

If the Average Income Test is selected, at least 80 percent of the Development's total units must be set aside at 80 percent AMI or less, but the Average AMI of the Qualifying Housing Credit Units cannot exceed 60 percent.

(2) Extremely Low-Income Units (ELI Units)

(a) Required ELI Commitments

If the Average Income Test is not selected, at least 15 percent of the total units must be set aside to serve Extremely Low Income (ELI) Households.

If the Average Income Test is selected, at least 20 percent of total units must be set aside to serve ELI Households. The ELI AMI level will be 30%, regardless of county.

(b) ELI Loan Funding

Applicants that commit to the Average Income Test are eligible for ELI Loan funding for one-fourth of the required ELI Set-Aside units, (i.e., five percent of the total units).

Applicants that do not commit to the Average Income Test are eligible for ELI Loan funding for one-third of the required ELI Set-Aside units, (i.e., five percent of the total units).

For purposes of this provision, the requirement to set aside units for ELI Households refers to the 2022 ELI Area Median Income (AMI) level for the county where the proposed Development is located outlined in the ELI AMI Level chart in the RFA.

(3) Home Investment Partnerships Program (HOME) From The American Rescue Plan Act (HOME-ARP) Funding

Applicants are required to subsidize a certain number of deep targeted units for Persons with Special Needs (22% Units) at 22% AMI. The number of units that must be set aside as 22% Units is based on the County Size.

- (a) For Developments located in a Large County, four units that were committed to serving 60% AMI (or higher if an adequate amount of 60 percent units are not available) will be deemed 22% Units;
- (b) For Developments located in a Medium County, three units that were committed to serving 60% AMI (or higher if an adequate amount of 60 percent units are not available) will be deemed 22% Units.
- (c) Applicants will also have the option to request for additional 22% Units at 22% AMI. The maximum number of total 22% Units (Required 22% Units plus optional 22% Units) is the lesser of 10 22% Units or 10% of the total number of units in the proposed Development.
- (d) HOME-ARP Requirements:
 - All 22% Units will be committed to serving 22 percent AMI;
 - All 22% Units are in addition to the requirement to set aside ELI Set-Aside units as calculated in (b) above;
 - All 22% Units must be set aside as Link units for Persons with Special Needs who are referred by a Corporation-designated Special Needs Household Referral Agency;
 - All 22% Units will be eligible for forgivable HOME-ARP loan funding as outlined in Section Four, A.10.(a)(4) and Exhibit J of the RFA.
 - After 30 years, all of the 22% Units may convert to serve residents at or below 60 percent AMI; and
 - For purposes of the Average Income Test, 22% Units will be treated as 60 percent AMI units.

d. Unit Mix

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 15 percent of the total units, rounded up, must be one-bedroom units;
- No more than 50 percent of the total units, rounded up, may be Zero Bedroom Units; and
- No more than 40 percent of the total units, rounded up, may be three-bedroom units.

e. Number of residential buildings must be provided

f. Compliance Period Requirements.

7. Readiness to Proceed

- a. A Site Control form is no longer required. Site control documentation must be submitted with the Application.

Applicants must demonstrate site control as of Application Deadline by providing an eligible contract (effective at least through a date which is about 6 months after the Application Deadline), a deed, and/or a lease. Developments with an existing Declaration of Trust between a Public Housing Authority and HUD, may also provide an Option to Enter into a Ground Lease Agreement (“eligible agreement”) between the Applicant and the owner of the property.

b. Ability to Proceed forms

(1) NEW! Zoning and Infrastructure

The Ability to Proceed forms demonstrating zoning, water, sewer/package treatment/septic tank have been revised. The 07-2022 forms are provided on the RFA Webpage. These must be submitted with the Application and dated within 12 months of the Application Deadline.

(2) Electricity and Roads

The Ability to Proceed forms demonstrating electricity and roads were not updated and the 08-2020 forms will continue to be submitted during credit underwriting.

8. Required Construction Features

All units are expected must meet all requirements as outlined in the RFA.

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

Level 1 accessibility requires 15% of units to include the features for mobility impaired and 5% for communication impaired.

(2) Level 2 Accessibility Requirements

Level 2 accessibility requires 5% for mobility impaired and at least 1 for communication impaired.

d. Required Green Building Features for all Developments

Leadership in Energy and Environmental Design (LEED); Florida Green Building Coalition (FGBC); Enterprise Green Communities; or ICC 700 National Green Building Standard (NGBS).

9. Resident Community-Based Services Coordination Experience Requirement

This requirement must be met through one of the following:

- (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 a Resident Community Based Services

Coordination to Homeless households. To meet this requirement, Applicants will be required to provide 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.

- (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).

Note: In credit underwriting, the provider must demonstrate it has been in business and performing Services Coordination for at least five 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) Competitive Housing Credits

The Housing Credit Request Amount cannot exceed the applicable County Category amount stated in the following chart:

County Category	Maximum Request Amounts
Medium Counties	\$2,040,000
Large Counties	\$2,850,000

Note: All proposed Developments qualify for the basis boost.

(2) RRLP

- (a) The Base Loan Request Amount **plus** the ELI Loan Request Amount, if applicable, cannot exceed \$4,200,000.

(b) Eligible ELI Loan Request Amount

Applicants are eligible for ELI Loan funding for the required ELI Set-Aside units, not to exceed the lesser of (i) \$750,000; or (ii) the maximum amount based on the ELI Set-Aside per unit limits, as outlined in Section Four, A.6.(2)(b) of the RFA, for five percent of the total units (total number of units x 0.5, rounded down).

(3) HOME-ARP Loan Funding

Applicants will be awarded HOME-ARP Funding for each Required 22% Unit and each Optional 22% Unit as outlined in Section Four, A.6.(2)(c) of the RFA.

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

- (1) The Developer Fee is limited to 16 percent of the Development Cost; however, the Corporation will allow Applicants to provide a Developer Fee up to 21 percent of the Development Cost to be stated on the Development Cost Pro Forma, with up to 5 percent of the Development Cost placed in an operating deficit reserve account to be held by the Corporation or its servicer.
- (2) General Contractor fee shall be limited to 14 percent of actual construction cost.

c. Completing the Development Cost Pro Forma

d. Qualifying Financial Assistance Funding Preference

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

- (1) Cash Funding equals at least 3 percent of the Applicant’s Eligible RRLP Request Amount (exclusive of the ELI Loan amount)
- (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. 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.

f. Total Development Cost Per Unit Limitation is not included in this RFA

11. Uniform Relocation Act

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. Applicants must write a narrative describing the population and subpopulation(s) to be served. This information will be considered by the Corporation when reviewing and scoring how the proposed access to community-based services will assist the intended residents.
2. Operating/Managing Experience (Maximum 40 points)
3. 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 (maximum 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 (maximum 35 points)
4. Assist Intended Residents in Meeting their Housing Stability and Self-Sufficiency Needs, Goals and Expectations (Maximum 20 points)
 - a. Permanent Housing Stability (maximum 10 points)
 - b. Self-Sufficiency (maximum 10 points)
5. Involvement in the local homeless resources network (Up to 20 Points)

Funding Selection Process

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. First, by Operating/Managing Experience points received;
- b. Next, by the Involvement in the Local Homeless Resources Network points received (available in RFA 2023-103 only);
- c. Next, by the Application's Leveraging Classification, with Applications having a lower amount of total Corporation funding per Set-Aside Unit above those with a higher amount of total Corporation funding per Set-Aside Unit;
- d. Next, by the Application's eligibility for the Qualifying Financial Assistance Funding Preference as described in Section Four, A.10.d. of the RFA;
- e. By the Application's eligibility for the Florida Job Creation Funding Preference; and
- f. By lottery number.

Selection Process

The first Application selected for funding will be the highest-ranking eligible Lee County Application.

If funding remains after selecting a Lee County Application as outlined above, or if funding remains because there was no eligible Lee County Application that could be funded as outlined above, then the highest ranking eligible unfunded Tier 1 Applications will be selected for funding, regardless of the County size, subject to the County Award Tally and the Funding Tests, followed by the highest ranking eligible unfunded Tier 2 Applications. If no eligible unfunded Applications can meet the Funding Tests, then no further Applications will be selected for funding and the remaining Housing Credits and RRLP funding will be distributed as approved by the Board.

Exhibits to RFA

Exhibit A – Application

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

Exhibit C – Additional Information

1. Total Development Cost Per Unit Limitation is not included in this RFA
2. Leveraging Classification
3. Florida Job Creation Funding Preference
4. Fees
5. Additional Requirements

Exhibit D – Timeline

Exhibit E – Intentionally Omitted

Exhibit F – Intentionally Omitted

Exhibit G - Tenant Selection Requirements

Exhibit H – Credit Underwriting Procedures for the RRLP Loan

Exhibit I – Credit Underwriting Procedures for the ELI Loan

Exhibit J – Credit Underwriting Procedures for the HOME-ARP Forgivable Loan

Other Important Information

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

Expected Timeline

Issue RFA:	April 11, 2023
RFA Due Date	April 27, 2023
Review Committee Meeting (make recommendations to Board):	10:00 a.m. on May 25, 2023
Request Board Approval of Recommendations:	June 9, 2023