

Technical Advisory



Oregon Housing and Community Services

Interim OHCS Fund Solicitation Policies

Updated March 25, 2020

In response to concerns related to COVID-19, OHCS is implementing the following interim policies for fund solicitations. OHCS's interim policy changes seek to minimize the spread of COVID-19 and protect the health of tenants, owners / operators, developers, and OHCS staff.

If you have any questions related to this Affordable Rental Housing Advisory, please send to ARH.HCS@oregon.gov

The safety of our affordable rental housing tenants, partners, service providers and staff are of the utmost importance. With the revised measures in place, OHCS will continue to work with investment and development partners for the production of affordable housing currently in the pipeline, and for those planning to apply for resources. Some OHCS staff are working from our offices and others are set up to telecommute. The current circumstances may cause some delayed responses but we are committed to working with our partners.

- For new construction, we expect that project sponsors and their development team, including general contractors and their subcontractors, will continue construction and development. This includes the coordination of leases with their management agents with social measuring practices in place.
- For compliance as well as acquisition and rehab with tenants on-site, the priority is to keep residents safe, stable, and minimize displacement and relocation.

All OHCS Fund Offerings:

Capital Needs Assessment (CNA): The following change will apply to the CNA requirements for the [current 2020 NOFA and any non-competitive funding applications](#) until further notice.

CNAs accompanying current NOFA applications as well as non-competitive funding applications normally require interior unit inspections per the Department's [Core-Development Manual \(PDM/CDM\)](#). These interior unit inspections may be omitted at the time of application for any occupied units (vacant units should still be inspected).

If interior unit inspections are not conducted, the submitted CNA must include:

- 1) An acknowledgement that review of the unit interiors was not performed as a means of reducing potential health risks associated COVID-19 to the CNA provider and property residents.
- 2) A general description of the overall interior conditions of units based on an interview of the property management.



- 3) A generalized list of known capital needs associated with the unit interiors based on an interview of the property management and/or their maintenance plans.

OHCS reserves the right to require supplemental or updated CNA at the time of funding reservation.

Site Visits: OHCS will not be conducting site visits in advance of funding reservation. In lieu of these visits, OHCS will rely on the site review checklist form required as part of the pre-application for funding and will include any site visit requirements that are deemed necessary as a condition of reservation.

Zoning Verification: The Site Visit Checklist requests verification of zoning. If the applicants for any of the competitive NOFA are unable to receive such verification due to COVID-19 office closures, this can be provided as part of a reservation condition.

HOME project tenant noticing: It is a requirement that tenants are given notice when a HOME project intends to submit an application for resources. While best practice has been to personally contact residents, in order to limit contact with resident allowable alternatives such as certified or first class, return receipt mail is recommended.

Multifamily Energy Program: update can be found in this [technical advisory](#).

Competitive NOFA Deadlines

We have heard from several partners that the organizational capacity to initiate response to COVID-19 has detracted from the ability to respond to our current fund solicitations as planned. As such, the deadlines have been extended for several of our open fund solicitations:

2020-4: 9% LIHTC and HOME

-Deadline extended (from April 24th 2020) until May 22nd 2020

2020-5: HOME alone

-Deadline extended (from April 24th 2020) until May 22nd 2020

2020-6: Gap funds for Preservation

-Deadline extended (from April 24th 2020) until May 22nd 2020

2020-7: Permanent Supportive Housing Mini-NOFA (open to participants of the Pilot PSH Cohort)

-Deadline extended (from March 20th 2020) until March 26th 2020

We are unable to update the date for the following NOFA, given scheduled bond sales to fund identified projects: 2020-2 LIFT Rental and 2020-3 LIFT Homeownership NOFA will still be due on April 24th 2020.

HUD 811 PRA: This program is still operational, [visit the website](#).

We have uploaded the [COVID-19 Job Site Practices](#) to help address questions related to projects currently under construction on our website.

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As we have additional information on these topics, it will be added to this document.



In addition to this General Guidance, OHCS has prepared:

- [General Interim Guidance on COVID-19](#)
- [Interim OHCS Inspection and Monitoring Policies](#)
- [OHCS COVID-19 Webpage](#)

