

# LIFT Rental 2020 Notice of Funding Available (NOFA) Training

February 20, 2020



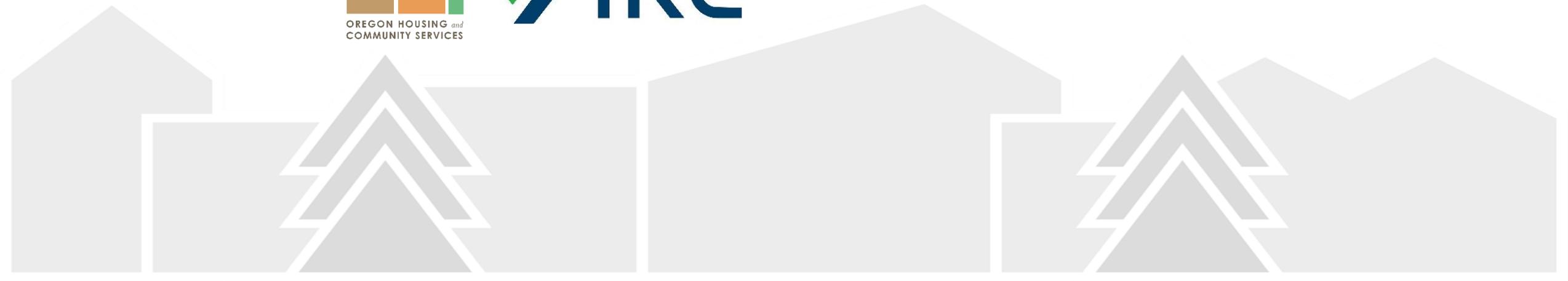
# Agenda

- Welcome
- Multifamily Energy Program (MEP) Info/Update
- Dates to Remember
- LIFT Program Overview
- NOFA Overview
  - Section 1 – Introduction
  - Section 2 – Application
  - Section 3 – Evaluation Process
  - Section 4 – Awards and Reservation Letters
- General Reminders
- Questions

OREGON HOUSING & COMMUNITY SERVICES  
**Multifamily Energy Program**

## Program Overview

**Date:** February 2020



# PROGRAM OVERVIEW

- ◆ TRC Energy Services administering on behalf of OHCS
- ◆ Formerly known as Low-income Weatherization Program
- ◆ Cash incentives for energy efficient upgrades

## Program Funds Available

**As of January 2020, \$2.7 million remaining.**

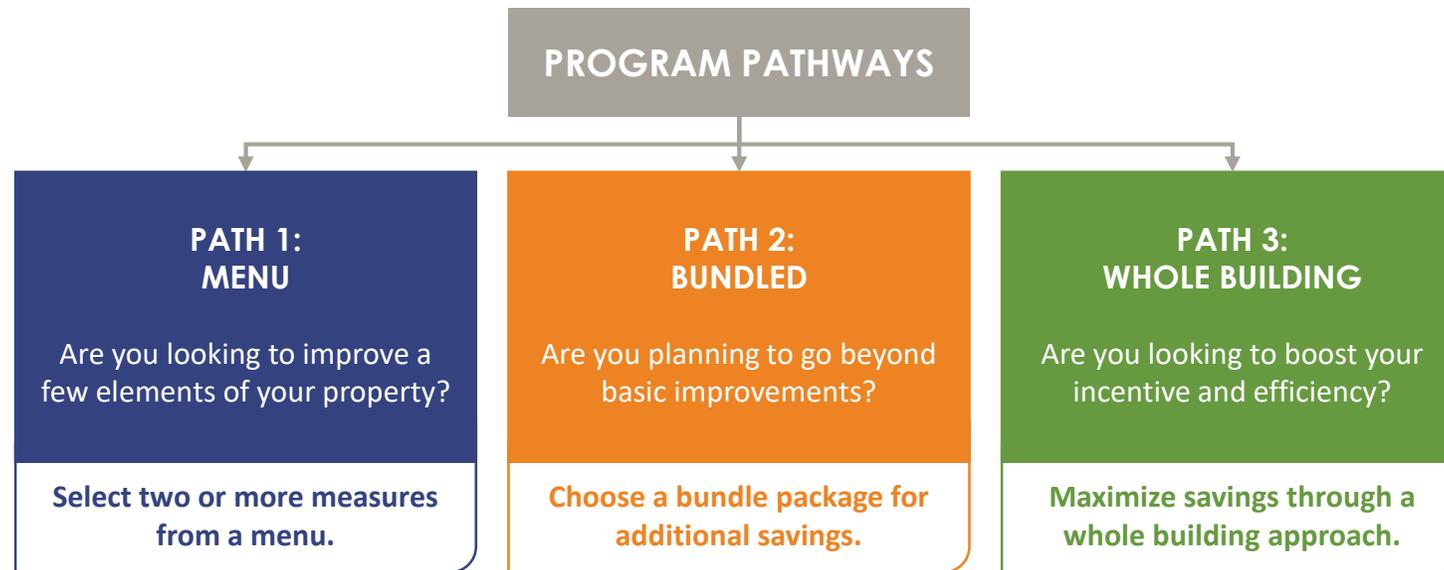
- ◆ \$200,000 incentive maximum per project (projects above max. evaluated on a case-by-case basis)

# ELIGIBILITY REQUIREMENTS

- ◆ **Multifamily:**
  - Existing or New Construction (5+ units)
  - High-rise and low-rise
- ◆ **Located in:**
  - Pacific Power or Portland General Electric
- ◆ **Tenants in at least 50% of units are at or below 80% AMI, 10 years affordability requirement**
- ◆ **Projects must be heated by a hard-wired electrical heating system to qualify for program funding**
- ◆ **Savings:**
  - Electric saving measures
  - Minimum efficiency requirements according to pathway chosen
- ◆ **NOFA and non-NOFA projects**

# PROGRAM PATHWAYS

- ◆ Existing multifamily and new multifamily both have three paths, suited for varying scopes of work
- ◆ Incentives escalate to reward more comprehensive design strategies



# Express for NOFAs Pilot

- ◆ Projects applying for OR-MEP Menu or Bundled Path + an upcoming NOFA (i.e. OHCS or Other)
- ◆ Reduced time and money to participate in OR-MEP (21 days) prior to a NOFA application deadline.
  - OR-MEP applications due no later than **April 3** to OR-MEP staff.

## OR-MEP Submittal Requirements

		NOW Before NOFA Application	LATER <sup>1</sup> After NOFA Award
	<b>Project Enrollment</b>	<ul style="list-style-type: none"> <li>• Program Application</li> </ul>	<ul style="list-style-type: none"> <li>• Proof of Electric Utility</li> <li>• W-9 Tax Form</li> </ul>
	<b>Technical Review</b>	<ul style="list-style-type: none"> <li>• Energy Efficiency Plan</li> </ul> <p><i>(Note: Costs associated with energy model are not required at this stage)</i></p>	<ul style="list-style-type: none"> <li>• Updated Energy Efficiency Plan <i>(if switching to WB)</i></li> <li>• Specification Sheets</li> <li>• Construction Drawings <i>(NC only)</i></li> <li>• Photos <i>(EB only)</i></li> <li>• Energy Model <i>(if switching to WB)</i></li> </ul>
	<b>Incentive Reservation</b>	<p><i>Note: OR-MEP staff will issue incentive reservation based on the above information</i></p>	<p><i>Note: OR-MEP staff will issue an updated incentive reservation<sup>2</sup> based on the above information</i></p>

<sup>1</sup>Post-NOFA submittal requirements are applicable to projects that are awarded NOFA funds. As part of OR-MEP Express, projects awarded NOFA funding must re-engage with OR-MEP staff within 30 days of NOFA award to discuss next steps.

<sup>2</sup>Updated incentive reservations are not guaranteed and are dependent on available program funds. Funds are reserved in the order that complete submittal packages (new or updated) are received.

# Express for NOFAs Pilot

- ◆ Interested in the Whole Building Path?
  - Projects interested in OR-MEP's Whole Building Path are encouraged to apply for the Bundled Path using the Express for NOFAs process.
  - Once NOFA funding awards are announced, projects can switch to the Whole Building Path while finalizing design to maximize energy efficiency and program incentives.

Learn more about at:  
[www.oregonmultifamilyenergy.com](http://www.oregonmultifamilyenergy.com)

**Oregon Housing & Community Services  
Multifamily Energy Program**

## OR-MEP Express for NOFA Projects Pilot

A STREAMLINED PRE-NOFA APPLICATION PROCESS

Eligible Projects	Benefits	Launch Date
Projects applying for OR-MEP Menu or Bundled Path + an upcoming NOFA (from OHCS or other source)	Reduced time and money a project team may spend to participate in OR-MEP prior to a NOFA award	January 2020

**The Process**  
 The current process to reserve an incentive for OR-MEP involves the following three steps: (1) project enrollment, (2) technical review, and (3) incentive reservation.

**i Interested in the Whole Building Path?** This streamlined process is applicable for projects applying for the Menu or Bundled Path. Projects interested in OR-MEP's Whole Building Path are encouraged to apply for the Bundled Path using this process. During this pre-NOFA stage, select the Bundled Path measures the project is likely to pursue to secure a tentative incentive for the least amount of effort. Once NOFA funding awards are announced, projects can switch to the Whole Building Path while finalizing design to maximize energy efficiency and program incentives.

The OR-MEP Express application process shifts the timing of specific program submittal requirements as follows:

	NOW Before NOFA Application	LATER! After NOFA Award
<b>Project Enrollment</b>	<ul style="list-style-type: none"> <li>• Program Application</li> </ul>	<ul style="list-style-type: none"> <li>• Proof of Electric Utility</li> <li>• W-9 Tax Form</li> </ul>
<b>Technical Review</b>	<ul style="list-style-type: none"> <li>• Energy Efficiency Plan</li> </ul> <p><i>(Note: Costs associated with energy model are not required at this stage)</i></p>	<ul style="list-style-type: none"> <li>• Updated Energy Efficiency Plan (if switching to WB)</li> <li>• Specification Sheets</li> <li>• Construction Drawings (NC only)</li> <li>• Photos (EB only)</li> <li>• Energy Model (if switching to WB)</li> </ul>
<b>Incentive Reservation</b>	<p><i>Note: OR-MEP staff will issue incentive reservation based on the above information</i></p>	<p><i>Note: OR-MEP staff will issue an updated incentive reservation<sup>2</sup> based on the above information</i></p>

**Deadline:** To participate in OR-MEP Express, the complete application package and scope of work must be submitted to OR-MEP staff 21 days prior to the NOFA application deadline.

**Questions about OR-MEP Express?** Email us at [OHCSMultifamilyEnergy@trcompanies.com](mailto:OHCSMultifamilyEnergy@trcompanies.com), call 503.505.6787, or submit an interest form online at [www.oregonmultifamilyenergy.com](http://www.oregonmultifamilyenergy.com).

<sup>1</sup>Post-NOFA submittal requirements are applicable to projects that are awarded NOFA funds. As part of OR-MEP Express, projects awarded NOFA funding must re-engage with OR-MEP staff within 30 days of NOFA award to discuss next steps and maximize energy efficiency during the design phase.  
<sup>2</sup>Updated incentive reservations are not guaranteed and are dependent on available program funds. Funds are reserved in the order that complete submittal packages (new or updated) are received.

# HOW TO PARTICIPATE

Fill out an interest form at:  
[OregonMultifamilyEnergy.com](http://OregonMultifamilyEnergy.com)

*A program representative will follow up to discuss opportunities for your project.*

## Multifamily Energy Program

- ◆ Phone: 503-505-6787
- ◆ Website: [www.OregonMultifamilyEnergy.com](http://www.OregonMultifamilyEnergy.com)
- ◆ Email: [OHCSMultifamilyEnergy@trccompanies.com](mailto:OHCSMultifamilyEnergy@trccompanies.com)

The image shows a screenshot of a web form titled "OREGON HOUSING & COMMUNITY SERVICES Multifamily Energy Program". The form includes a "Get Started Today" section with introductory text and a "Go Back" link. The form fields are: First Name, Last Name, Email, Phone (with a note "Normal 488-488-4888 and 503-505-6787"), Project/Property Name, Project City, Electric Provider (with a "Select Provider" dropdown), Indicate new construction project or existing property (with a "Select" dropdown), Expected Start Date (with a date input field), Number of Units (with a "0" input field), and How did you hear about the Program? (with a "Select" dropdown). A yellow "Submit" button is located at the bottom left. At the bottom right, there is a "Go Back" link and a small note: "Once you submit your form, you'll see a notification that the message was sent. A program representative will follow up within 3 business days. Thank you!"

# NOFA Process-FAQs & Dates to Remember

- Questions should be submitted to:

[MFNOFA@Oregon.gov](mailto:MFNOFA@Oregon.gov)

**Please include “LIFT NOFA” in the subject line of emails**

- FAQs will be published at regular intervals
- Questions accepted until: **April 15, 2020**
- Application due date: **April 24, 2020**



# NOFA Funding

- \$60 million in Article XI-Q bond proceeds
  - Soft set-aside of 50% (\$30 million) for rural areas and 50% (\$30 million) for urban areas
- Other funds:
  - OAHTC (\$5 million)
  - Multifamily Energy Program (MEP)
  - 4% LIHTC (integrated into LIFT application)

# Funding Limits

	0-2 Bedroom	3+ Bedroom
Urban	\$ 75,000	\$125,000
Rural	\$125,000	\$175,000

# Rural Definition

- a. Oregon communities with population of 15,000 or less within counties that are considered Metropolitan Statistical Areas (MSA) and outside of the Portland Urban Growth Boundary (see section a.). MSA Counties include Benton, Clackamas, Columbia, Deschutes, Jackson, Marion, Multnomah, Polk, Washington, and Yamhill.
- b. Communities with populations of 40,000 or less in the balance of the state (not defined in parts a. or c. in this section).
- c. All Oregon communities within the Portland Urban Growth Boundary are considered urban and not considered rural regardless of size.

*Note: A community may be considered rural if it had been under the population threshold within the past 3 years of published data, and if their current population is within 5 percentage points of eligibility.*



# Urban Areas Definition

all areas in Oregon that aren't included in the "Rural Areas" definition.

# Definitions

- Affirmatively furthering fair housing
- Communities of color
- Culturally responsive organizations
- Culturally responsive services
- Culturally specific organization

# Application Ranking

Funds are reserved by OHCS on a competitive basis to Projects of qualifying Applicants that:

1. Pass the Preliminary Review;
2. Meet the Threshold Requirements; and
3. Have the highest ranking score from the Scoring Committee in accordance with available funding, subject to prioritization of qualifying Projects

# Program Requirements-Eligible Activity

- New Construction
- Conversion of existing non-housing structures
- One phase of a multiphase project

# Program Requirements-Service to Communities of Color

- Can be achieved in a number of ways,
- Should be relevant to the community in which the Project is located, and the target population anticipated to be served.
- Any approach that is chosen must include intentional engagement with Communities of Color for services planning for the development.

# LIFT Loan Terms

- 0% interest
- Payments deferred for the loan term
- 1<sup>st</sup> lien position, can be shared
- Construction and permanent financing

# Program Requirements-Affordability

- **Affordability Period:**

- minimum of **20 years** OR the length of the Bonds outstanding
- minimum of **30 years** OR the length of the Bonds outstanding **if used with 4% LIHTCs**
- Loans satisfied through repayment or extended affordability

- **Incomes:** all LIFT units must be affordable to households earning at or below 60% area median income (AMI), but may be further restricted to accomplish LIFT or other funding purposes

# Average Income and LIFT

- LIFT can only pay for units that are affordable at or below 60% AMI

# Program Requirements-Construction Standards

- **Methods:** Both traditional and alternative methods of new construction are allowable; construction that is innovative in containing costs or otherwise serving lower-income populations is encouraged
- **Quality:** Construction that balances the initial cost of building with on-going costs of operation for both the building owner and the tenants (e.g., energy standards); ensuring that additional costs are not passed on to tenants
- **Durability:** 30 year building standards
- **Other requirements:** If other public capital or operating subsidies are used in financing the Project, relevant requirements of those subsidy sources will apply

# Program Requirements-Development Period

- Units must be ready for initial lease-up within **36 months** of the date of the Reservation Letter.
- This NOFA anticipates funding reservations in June or July 2020; in which case units would be ready for initial lease-up by **June or July 2023**.

# Program Requirements-Underwriting Guidelines

- Minimum debt service coverage ratio of 1.20 on all "must-pay" debt;
- 7% vacancy rate;
- 2% escalation of rents and 3% escalation of expenses;
- Capitalized operating reserve equal to six (6) months operating expenses and debt service;
- Minimum annual replacement reserve deposit of \$450 per unit;
- Prior to closing, a Phase I environmental study is required for all LIFT Rental Projects;
- Demonstration of meeting BOLI compliance, if applicable; and
- Other Requirements: If other public capital or operating subsidies are used in financing the Project, relevant requirements of those subsidy sources will also apply.

# Program Requirements-Developer Fee

$$\text{Maximum Developer Fee} = \frac{\text{Developer Fee} + \text{Consultant Fee}}{\text{Total Project Cost} - (\text{Acquisition} + \text{Developer Fee} + \text{Consultant Fee} + \text{Capitalized Reserves})}$$

Project Size	New Construction	4% LIHTC New Construction
<31 Units	16%	18%
31-75 Units	14%	16%
76-100 Units	12%	14%
100+ Units	10%	12%

# Program Requirements-Compliance Monitoring

- \$25/LIFT Rental unit/year
- Monitoring elements:
  - Initial household income verification
  - Annual income verification, including through self-certification
  - Risk-based physical inspections every 1-3 years based on Project condition
  - Other Requirements: If other public capital or operating subsidy from any source is used, the compliance requirements of those sources will be assumed to apply. For example, if 4% LIHTCs are used, all 4% LIHTC compliance requirements will apply.

# Application-LIFT NOFA Documents

- LIFT NOFA
- LIFT Pre-application and site review checklist
- LIFT Application

# LIFT NOFA

**Where to get it:** download from website

<https://www.oregon.gov/ohcs/Pages/nofa-2020-LIFT-rental.aspx>

**What to do with it:** Read it and refer to it as you're working on your application

# LIFT Pre-application and Site Review Checklist

**Where to get them:** download from website

<https://www.oregon.gov/ohcs/Pages/nofa-2020-LIFT-rental.aspx>

**What to do with them:**

- Complete both documents
- Submit them together to [MFNOFA@Oregon.gov](mailto:MFNOFA@Oregon.gov)  
by **March 6, 2020**

# Procorem Access

- Completed **pre-application** and **site review checklist** documents are sent to [MFNOFA@Oregon.gov](mailto:MFNOFA@Oregon.gov)
- OHCS staff sets up a Procorem work center for each project and generates access credentials for Project Sponsors
- Once credentials are received by the Project Sponsor, the LIFT application can be downloaded from and uploaded to Procorem

# LIFT Application

**Where to get it:** download from Procorem

## **What to do with it:**

- Complete the application
- Submit it and all required documentation/attachments to Procorem by **4:00 PM PST on April 24, 2020**
- Send or deliver a check for application charges to OHCS by **4:00 PM on April 24, 2020. Application charges cannot be made through Procorem.**



# Application Preview

Multifamily Housing Finance Pro x LIFT Rental 2020 NOFA x +

oregon.gov/ohcs/Pages/nofa-2020-LIFT-rental.aspx

Apps DAS IT - Sign In Drive Less Connect... Protocol for Cultura... My meetings | GoTo... Income limits SOAR Technical Ass... HSC Contributors -... Workday oregon -... PSH Data - CSH Other bookmarks

**Streamlining**

Energy / Weatherization

Foreclosure Prevention

Homeownership

Housing Assistance

Housing Development

Manufactured Home Parks

Procurement and Contracts

HUD 811 PRA

Housing Choice Vouchers Section 8

Training Webinar Recap: YOUTUBE Video - coming soon

[NOFA Pre-Application Training](#)

[ProCorem Workcenter Training](#)

NOFA Full Application Training - coming soon

NOFA Frequently Asked Questions - **Coming Soon**  
Please submit your questions, attention LIFT Rental NOFA #2020-2, to [NOFA FAQ Inbox](#)

[LIFT 3.0 Framework](#)

[Announcements / Technical Advisories](#)

**SUBMISSION DEADLINE: March 6, 2020**

Pre-Application and Site Review Checklist must be submitted together to [MFNOFA@Oregon.gov](mailto:MFNOFA@Oregon.gov) by March 6th.

**APPLICATION MATERIALS:**

- [2020 NOFA Pre-Application](#) - Updated 2/18/20
- [Site Review Checklist](#)
- [NOFA #2020-2 for LIFT Rental](#)
- [OHCS 2020 NOFA Application Example Template- DO NOT COMPLETE](#)

**SUPPLEMENTAL FORMS:**

- [Organizational Documents](#)
- [MWESB](#)
- [Development Team Capacity](#)
- [Site Control](#)

Affordable Rental Housing Technical Advisories.

**Quick Links:**

- [Qualified Allocation Plan](#)
- [Market Analysis Guidelines](#)
- [Grants & Tax Credits](#)
- [Loan Programs](#)
- [Projects Funded](#)
- [Compliance](#)

**Past NOFAs:**

- [2018 Fall LIFT Rental NOFA](#)
- [2018 Spring MF LIFT NOFA](#)
- [2016 LIFT NOFA](#)

**Have Questions?**  
If you have questions about files on this web page, please contact: [Susan.E.Bailey@oregon.gov](mailto:Susan.E.Bailey@oregon.gov)



# Application Preview

OHCS-2020-NOFA-Application-Example-Template-DO-NOT-COMplete [Read-Only] - Excel

File Home Insert Page Layout Formulas Data Review View ProLink Foxit PDF Tell me what you want to do... Amy Cole Share

Clipboard Font Alignment Number Styles Cells Editing

O5

A B C D E F G H I J K L M N O P

OREGON HOUSING and COMMUNITY SERVICES

1

2 **Instructions**

3

4

5 **How to Use this Workbook**

- This application requires Excel 2013 or newer.
- The document is best viewed at 80% zoom; YOU MAY NEED TO SCROLL RIGHT to enter all information.
- Many sections of this workbook auto populate; you must follow all directions listed herein to ensure formulas operate correctly.
- While you may complete the tabs in any order you see fit, the workbook is optimized for usability when the tabs are completed in the order displayed, beginning with the Narrative tab. The Instructions and Proposal Summary, are for reference only.
- There is a tab titled "Blank Worksheet"; this is an open, unlocked sheet to use if needed for any notes or calculations you would like to make.
- Do not attempt to modify this workbook or override formulas. OHCS will consider any application that has attempted to be or succeeded in being modified as non-responsive. Any application found to be non-responsive will not be considered for funding.

NOTE: Provide an answer for all sections, do not skip any question. Use the "Not Applicable" (NA) option if a question does not apply to your project. Use the following color-code to determine your response type:

	No entry necessary - auto-populating field
	Do not enter - not applicable to your application
	Unrestricted answer
	Drop-down or other restricted answer. Do not leave blank, select NA.
	Formula, auto-populate, or other locked cell
	Formula, auto-populate, blank, or other unlocked cell where overriding the formula is allowable but very unlikely

- Only complete the "Scoring" workbook tab for the NOFA funds that you are applying for.
- Error messages may appear and must be resolved by the applicant prior to submission. A narrative section is provided to describe your project in detail; because this is made available, responses to point categories must be concise.

6

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13

14

15 **Document Submission Requirements**

16

17

Instructions Proposal Summary Narratives Project Details Development Team Budget Sources Budget Uses Rents and Incomes Operating Budget Commercial Operating Budget LI ...

Ready 80%



# Application Training Resources

The screenshot shows a web browser window with the URL [oregon.gov/ohcs/Pages/nofa-2020-LIFT-rental.aspx](http://oregon.gov/ohcs/Pages/nofa-2020-LIFT-rental.aspx). The page title is "Oregon Housing and Community Services". The main heading is "Rental Local Innovation and Fast Track (LIFT Rental) Housing Program - 2020 NOFA". Below this, there is a navigation menu on the left with "Energy / Weatherization" circled in red. The main content area includes a "TRAINING AND GUIDANCE:" section with links for "NOFA Pre-Application Training" and "ProCorem Workcenter Training", both also circled in red. A "Join Our E-News List" button is present, along with "Quick Links:" for "Qualified Allocation Plan", "Market Analysis Guidelines", "Grants & Tax Credits", "Loan Programs", and "Projects Funded".

Department

- Homeownership
- Search
- Contact Us
- Housing Stability Council
- About Us
- Job Openings
- News & Public Notices
- Programs
- Agriculture Workforce
- Housing Information
- Compliance, Monitoring & Streamlining
- Energy / Weatherization
- Foreclosure Prevention
- Homeownership
- Housing Assistance
- Housing Development
- Manufactured Home

## Rental Local Innovation and Fast Track (LIFT Rental) Housing Program - 2020 NOFA

[Funding Opportunities](#) / LIFT Rental NOFA

### NOFA #2020-2: Local Innovation and Fast Track (LIFT) Program

A multiple award opportunity with LIFT Rental, 4% LIHTC, OAHTC and OR-MEP

**TRAINING AND GUIDANCE:**

**February 20, 2020, 10:30 am - Noon**  
Register at: <https://attendee.gotowebinar.com/register/6477326757888036876>

Training Webinar for 2020 LIFT Rental NOFA - coming soon  
Training Webinar Recap: YOUTUBE Video - coming soon

[NOFA Pre-Application Training](#)

[ProCorem Workcenter Training](#)

NOFA Full Application Training - coming soon

NOFA Frequently Asked Questions - **Coming Soon**  
Please submit your questions, attention LIFT Rental NOFA #2020-2, to [NOFA FAQ Inbox](#)

[Join Our E-News List](#)

Join our E-News list to receive Affordable Rental Housing Technical Advisories.

**Quick Links:**

- [Qualified Allocation Plan](#)
- [Market Analysis Guidelines](#)
- [Grants & Tax Credits](#)
- [Loan Programs](#)
- [Projects Funded](#)



# Evaluation Process

- Preliminary Review
- Threshold Requirements Review
- Competitive Scoring

# Preliminary Review

Each Application will be reviewed for timeliness and completeness of the NOFA requirements. The following are Pass/Fail criteria:

- Application and all required materials uploaded to Procorem by Application due date and time
- NOFA Cover Sheet and Application charges received by OHCS by Application due date and time
- Applicant's Owner/Board of Director's Authorization and Acceptance Form
- Organizational Documents
- Complete Application with Required Attachments and Exhibits



# Threshold Review

- Applications move to this review after meeting the Preliminary Review requirements
- Pass/Fail
  - Pre-application Successfully Submitted
  - Readiness to Proceed
  - Development Team Capacity
  - Financing Viability
  - Operational Agreement with OHCS
  - Ownership Integrity
  - Service to Communities of Color
  - Commitment to Diversity, Equity, and Inclusion (DEI)

# Threshold Review-Readiness to Proceed

- Feasibility of project development schedule
- LIFT requires 36 months from reservation to lease-up

# Threshold Review-Development Team Capacity

- Construction experience
  - Financing experience
  - Development team experience
  - Financial capacity
- 
- Reviewers use narratives and other information from the application

# Threshold Review-Financial Viability

- Application pro forma
  - Development proforma
  - Operating proforma

# Threshold Review-Operational Agreement

- Must be willing to sign required LIFT required loan documents:
  - Operating agreement
  - Declaration of restrictive covenants
  - Project management agreement

# Threshold Review-Ownership Integrity

- Single-Asset Ownership
- Neither Applicant nor any member or principal within the Project ownership or management will have been convicted of fraud, misrepresentation, theft or other moral turpitude within the previous ten (10) years.
- Neither Applicant nor any member or principal within the Project ownership or management will have been involved in a bankruptcy proceeding within the previous five (5) years.
- Neither Applicant nor any member or principal within the Project ownership or management will have been debarred or otherwise sanctioned by OHCS.

# Threshold Review-Equity

- Service to Communities of Color
  - Development, sponsorship or management by a Culturally Specific or a Culturally Responsive Organization with a diverse and representative leadership
  - An ongoing service partnership with a Culturally Specific or a Culturally Responsive Organization
  - A plan for the provision of Culturally Responsive Services for tenants
  - A relevant marketing and outreach plan designed to publicize to Communities of Color the availability of the new housing opportunities created by the Project, and to Affirmatively Further Fair Housing consistent with the Fair Housing Act.
  - A Project explicitly designed and located to address displacement of Communities of Color
- DEI agreement

# Competitive Scoring

- Maximum of 100 points available
- Minimum of 60 points to be considered for funding
- Applications that pass the Preliminary and Threshold Reviews will be scored competitively

# Competitive Scoring

- **LIFT subsidy (20 points)**
  - Based on project data submitted in the application and verified against project pro forma etc.
  - Scored internally
- **Unit size incentive (6 points)**
  - Based on project data submitted in the application and verified against project pro forma etc.
  - Scored internally
- **Readiness to Proceed (10 points)**
  - Based on information in application
  - Scored internally
- **Serving Communities of Color (18 points) and MWESB (5) points**
  - Based on information submitted in LIFT Narratives
  - Scored by external scoring committee

# Competitive Scoring

- **Financial Viability (10 points)**
  - Based on Financial Submissions
  - Scored internally by underwriting staff
- **Lower rents (5 points)**
  - Based on LIFT Narrative submissions
  - Scored by External / Internal Committee
- **Construction costs lower than industry norm (6 points)**
  - Based on RS Means data
  - Scored internally
- **Innovation, efficiency, and replicability (9 points)**
  - Based on project data submitted in LIFT narrative and verified against project pro forma etc.
  - Scored by external scoring team
- **Development team capacity (5 points)**
  - Based on information submitted in LIFT Narrative, portfolio information
  - Scored by Asset Management and Compliance (AMC) and external scoring committee
- **Owner, management, sponsor capacity (portfolio compliance) (6 points)**

# Competitive Scoring-Tips

## Tips for Narrative Responses:

- Do not assume that the reader is familiar with your organization
- External reviewers do not have access to your complete application, even if you feel like you're repeating an answer, there's a reason for it
- Explain acronyms
- Not all reviewers will be subject area experts in rental development or real estate development; demonstrate expertise and provide high level overviews of concepts.

# NOFA Process-Application Access

## Electronic Submission via Procorem

- **Pre-Application: Submit by March 6**

- Download from the LIFT Rental website:

<https://www.oregon.gov/ohcs/Pages/nofa-2020-LIFT-rental.aspx>

- Submit to [MFNOFA@Oregon.gov](mailto:MFNOFA@Oregon.gov)
- Receive login credentials for Procorem

- **Full Application: Submit by 4:00 PM PST on April 24**

- Download from Procorem after login credentials received
- Upload completed application and all attachments to Procorem
- Send application charge via mail to OHCS using transmittal sheet in application



# NOFA Process Reminders

- Use the checklist in the application to make sure all required attachments are uploaded to your Procorem work center by the application due date and time
- Procorem training resources can be found here on the LIFT Rental website:  
<https://www.oregon.gov/ohcs/Pages/nofa-2020-LIFT-rental.aspx>
- Questions should be submitted to [MFNOFA@Oregon.gov](mailto:MFNOFA@Oregon.gov)
- FAQs will be published at regular intervals

**Questions?**

