

2020 Notice of Funding Availability (NOFA)

Expectations

9% LIHTC, HOME,
LIFT, Preservation

Expectations Overview

- We are updating our application process, so want to provide some NOFA specific information to you about how the new process will work.
- This document will cover:
 - NOFA Overview / Resources & Dates [\(pg 3 – 7\)](#)
 - Pre-Application, including Site Review submission [\(pg 8 – 11\)](#)
 - Electronic Submission / Procorem Workcenter [\(pg 12 – 14\)](#)
 - Application [\(pg 15\)](#)
 - NOFA Training; Schedule [\(pg 16\)](#)

NOFA Overview

- **2/13/2020:** NOFAs, Pre-Application, and template Application materials for each NOFA will be published.
- **3/6/2020:** Last day that Pre-Application for all NOFA will be accepted.
(note: pre-application submissions do not apply to LIFT homeownership)
 - **3/13/2020:** OHCS will provide summary level information about the pre-applications back to applicants in order to increase transparency around the applicant pool.
- **4/24/2020:** Applications will be due.

NOFA Overview

- **LIFT Homeownership NOFA:**

- \$15 million in LIFT resources set-aside for homeownership
 - Split between urban and rural
- Will use the same dates as the rental NOFA
- Will use a DIFFERENT application than the one referred to in this presentation
- Will NOT need to submit a pre-application
- Framework for scoring criteria is in the Housing Stability Council packet, beginning on page 57 of the pdf here:

<https://www.oregon.gov/ohcs/DO/docs/NOV%20HSC%20Packet.pdf>

NOFA Overview

- **LIFT Rental NOFA**

- Resources:
 - \$60 million in LIFT; half to urban and half to rural
 - \$ 8 million OAHTC; \$3 MM cap per project
 - Can pair with 4% LIHTC
- Framework for scoring criteria is in the Housing Stability Council packet, beginning on page 57 of the pdf here: <https://www.oregon.gov/ohcs/DO/docs/NOV%20HSC%20Packet.pdf>
 - Emphasis on engaging communities of color, creating family sized units
 - Subsidy Limits:

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



NOFA Overview

• 9% LIHTC and HOME NOFA

- Resources:
 - \$10 million in 9% LIHTC
 - \$7 million in HOME;
 - minimum \$500,000 request
 - Available to projects outside of Clackamas, Multnomah and Washington Counties, the cities of Eugene / Springfield, Salem / Keizer
 - \$6 million in Gap;
 - max \$400,000 per project without state HOME funds; max \$200,000 per project when used with HOME funds
 - \$10 million OAHTC;
 - up to \$3 million per project
- Scoring Criteria have been updated to coincide with 2019 Qualified Allocation Plan: <https://www.oregon.gov/ohcs/HD/MFH/LIHTC/QAP/2019-QAP-Final.pdf>

NOFA Overview

- **Preservation NOFA**

- Resources:
 - \$10 million Gap resources
 - \$10 million OAHTC;
 - Cap of \$3 million per project site
- Will allow for both the preservation of federal project-based rent assisted projects, and other publicly supported housing

NOFA Pre-Application*

- What is a NOFA pre-application?
 - Captures high level information about projects planning to apply
 - Will be used to provide sponsors summary information about applicant pool in order to allow informed decisions regarding decisions to submit full application
 - You may submit a pre-application for the same project to different NOFAs (will require multiple submissions)
 - Pre-application will be an excel document that you complete, along with the Site Review checklist and email to MFNOFA@Oregon.gov
 - Once you submit a pre-application, the applicant will be given access to Procorem, where you will download a fillable version of the complete application and pro forma
 - The last date to submit a pre-application will be 3.6.2020

**Does not apply to LIFT homeownership*

NOFA Pre-Application*



OHCS NOFA Pre-application

Workcenter

OHCS WORKCENTER ID

Upon submission of this pre-application OHCS will create an online portal workcenter for the full application, who should be invited from the development team to have access to the workcenter?

First & Last Name, Position	Email Address

Funding Solicitation

Please Select the opportunity you are applying for:

NOFA #2016-1

Current Solicitations

NOFA # 2020-1

Affordable Housing Projects with 9% Low Income Housing Tax Credits (LIHTC)

NOFA # 2020-2

Affordable Housing Projects with LIFT Funds

Project Location

Project Name

SUBMISSION DATE:
NOFA Number:

Scattered Site
If yes, how many?

Yes
2

SITE A

Address (be specific)

City or Township

If jurisdiction is not listed, please enter name here:

[Zip Code \(First 5 Digits\)](#)

[Zip Code \(Additional 4 Digits\)](#)

County

[Latitude](#)

[Longitude](#)

[State Senate District](#)

[State House District](#)

[US Congressional District](#)

[11-Digit Census Tract, No Spaces/Decimals](#)

Urban/Rural
Majority of Units' Construction Type

#REF!
Wood Village
#REF!
CLACKAMAS
Urban

Site Information

What form of site control exists?

Expires?

Is the site zoned for the purpose being used?

Does this project require zone changes or annexation?



OREGON HOUSING and
COMMUNITY SERVICES

Instructions

Project Input

LIHTC_HOME Project Details

LIFT Project Details

Development Team

... (+)

NOFA Pre-Application

- Site Review Checklists will be a required part of the NOFA pre-application submission
 - Site Review Checklists will be submitted as “self-certified”
 - Will be used to develop schedule for in-person site visits; priority for in person visits prior to funding recommendation will be projects seeking to use OHCS HOME resources
 - You can access the checklist through the #1 Project Site Review link on our website here: <https://www.oregon.gov/ohcs/Pages/multifamily-housing-funding-opportunities.aspx>

NOFA Pre-Application

- Please Remember – in order to be eligible to submit a NOFA application, you **MUST SUBMIT** a pre-application for the project by 3/6/2020
- You will **NOT** be able to swap out projects; sites must remain the same from pre-application to NOFA submission
- You **MAY** submit a pre-application and then decide, without penalty, not to complete a full NOFA application

Electronic Submission / Procorem

Starting this year we have moved to Procorem, an electronic application submission system that will change the way we will do business together.

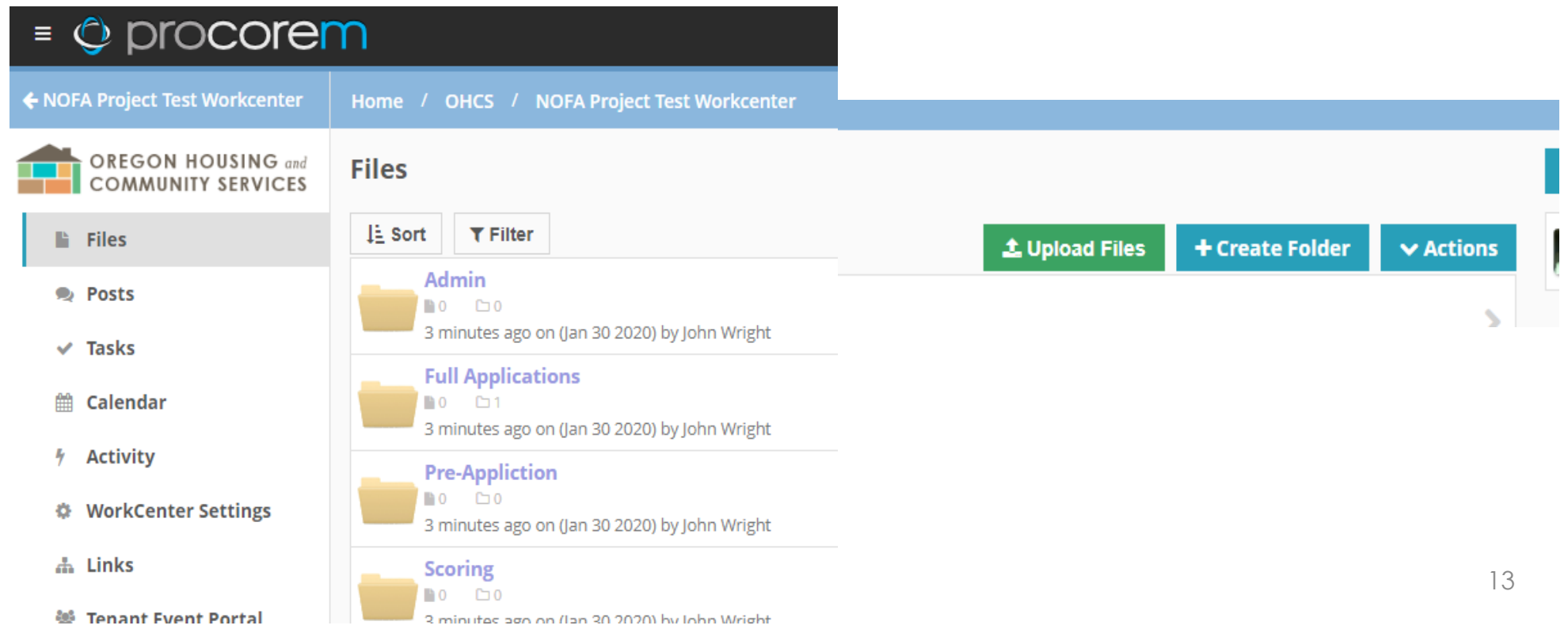
It will allow us to be more efficient in communication, document control and time management by utilizing three main areas of focus:

- Pre-application with electronic submission,
- Competitive application electronic submission, and
- A web-based “workcenter” to manage documents, communicate and track tasks and requirements. It has also been designed to grow as projects move from the application stage to the funding stage.

Procorem Workcenter

Once you submit a pre-application via email to MFNOFA@Oregon.gov, the project team will be given access to a NOFA and project-specific Procorem Workcenter

From your Workcenter you will be able to download your project-specific application document, upload files, and track checklists for your NOFA submission



The screenshot displays the Procorem Workcenter interface. At the top, the Procorem logo is visible. Below it, the breadcrumb navigation shows 'Home / OHCS / NOFA Project Test Workcenter'. The left sidebar contains the Oregon Housing and Community Services logo and a menu with options: Files, Posts, Tasks, Calendar, Activity, WorkCenter Settings, Links, and Tenant Event Portal. The main content area is titled 'Files' and includes 'Sort' and 'Filter' options. On the right, there are buttons for 'Upload Files', 'Create Folder', and 'Actions'. The file list contains four folders: 'Admin', 'Full Applications', 'Pre-Application', and 'Scoring', each with a timestamp of '3 minutes ago on (Jan 30 2020) by John Wright'.




Procorem *Workcenter*

- In addition to downloading a NOFA and project-specific application, including proforma, from the Workcenter applicants will use the Workcenter to:
 - Submit application and supplemental documents by uploading into the appropriate folder by close date and time
 - The competitive application is different than any application we have put out in the past. The application is excel based, incorporates the proforma directly as well as the majority of prior word-document submissions and has been designed to reduce duplicative entries
 - NOTE: any applicable application charge will still need to be mailed
 - Receive FAQs
 - See the Task List for your complete application submission

Application

- Although a template application will be posted to the website, applicants must submit the application downloaded from, and linked to, their Workcenter.
- The application is a robust excel document, and includes the pro-forma, supplemental documentation, and scoring.

Budget Sources		
Financing Sources		
For variable rate loans, enter the present rate at which the variable rate will be computed. For loans to possess an amortization term equal to the loan term. All non-OHCS financing must be conditional		
Type	Source Name	External (if not in Col)
Low Income Housing Tax Credit (LIHTC) Equity		
Ag Worker Housing Tax Credit (AWHTC) Equity		
OHCS HOME	HOME	
National Housing Trust Fund (HTF)	HTF	



NO ENTRY NECESSARY / AUTO FORMULA / AUTO-POPULATED
 UNRESTRICTED ANSWER FORMULA / AUTO / BLANK
 DROP-DOWN / RESTRICTED WHITE CELLS - FIXED / NO-EDIT

Project Details

SUBMISSION DATE:

NOFA NUMBER:

OHCS DEAL NUMBER:

Project Location

SITE A

Project Name

Address (be specific)

City

If not listed, please enter name here:

Zip Code (First 5 Digits)

Zip Code (Additional 4 Digits)

County

Latitude

Longitude

State Senate District

State House District

US Congressional District

11-Digit Census Tract, No Spaces/Decimals

Revitalization Plan

Urban/Non-Urban

Lease?

Purchase?

Scattered Site

If yes, how many?

Majority of Units' Construction Type

Legally Required Wage Rates

"Other" Wage Detail

Section 3 Required



Instructions	Proposal Summary	Narratives	Project Details	Development Team	Budget Sources	Budget Uses	Rents and Incomes	Operating Budget	Commercial Operating Budget	LIHTC Calc (site Entry)
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Training Schedule

- Staff are developing online recorded trainings to overview the new pro forma and application forms; questions can always be posed via email to MFNOFA@Oregon.gov
- NOFA specific trainings will also be made available via live and recorded webinars.
 - **LIFT Rental NOFA** **February 20, 10:30 am – noon**
 - Register at: <https://attendee.gotowebinar.com/register/6477326757888036876>
 - **LIFT Homeownership NOFA** **February 20, 1:30 pm - 3:00 pm**
 - Register at: <https://attendee.gotowebinar.com/register/7269801962630870540>
 - **Preservation NOFA** **February 26th, 10:30 am – noon**
 - Register at: <https://attendee.gotowebinar.com/register/4913585927742924043>
 - **9% LIHTC/HOME NOFA** **February 26th, 1 pm – 3 pm**
 - Register at: <https://attendee.gotowebinar.com/register/4043779871195397643>