

HOME RFP Q&A Session-Meeting Recording

January 16, 2024, 5:58PM

28m 49s

AT Adabla, Tierra 0:11

And I'm gonna go ahead and admit people so.

 **NASHID (Guest)** joined the meeting

 **Shonda McMillian** joined the meeting

 **Kevin** joined the meeting

AT Adabla, Tierra 0:31

Good afternoon, everyone.

N NASHID (Guest) 0:36

Afternoon.

AT Adabla, Tierra 0:40

We're gonna give people one or two minutes to still filter and I see people in the waiting room and then we will get started.

I may probably got a message when you signed on, but just so you're aware, we are recording this presentation just so we can upload it to our site and have it for reference.

We pay this officially 1:00 o'clock PM so I will go ahead and get started.

I will.

You can go ahead and raise your hand if you have questions or you know, go ahead and figure in the presentation.

We will have time at the end for Q&A and to answer any additional questions.

But let's start off with introductions.

My name is Tierra Dobra.

I am a program manager with Hamilton County Community development.

Our Community Development administrator is Maria Collins.

Umm, a few other people that are on this call Katie Valley, a program manager Jake

Berghaus, is CD staff who also helps with the home program.

I'm in April, Kelly, a program manager, is also on this call.

This is the 2023 Home Investment Partnership Program, Affordable housing, RFP, Q&A session and overview.

We provide funding every year through oops.

 **Anthony Weigand** joined the meeting

 **bdc32e3e-d39e-4ac5-a9a4-911e9792231d** joined the meeting

 **Samantha Jasper Help Squad** joined the meeting

AT **Adabla, Tierra** 2:23

Sorry, I'm gonna the head and mute few people chiming in.

 **Shonda McMillian** left the meeting

AT **Adabla, Tierra** 2:28

Welcome everyone.

We provide a an affordable housing.

It provides services every year.

I'm in funding for those services, so this is the Q&A and overview for this funding, this source of funding for 2023 to 2023 programmatic year.

 **Isaiah Hedger** joined the meeting

 **Shonda McMillian** joined the meeting

AT **Adabla, Tierra** 2:49

I know that can be confusing even though we put out the RFP in 2024, but we are using 2023 funds.

So that is why it's the 2023 Home Investment Partnership program RFP.

 **Shonda McMillian** left the meeting

 **Morgan** joined the meeting

AT **Adabla, Tierra** 3:04

Thank right.

We have a lot of people rolling in again.

This is recorded so we can upload this to our site for reference after the Q&A session is over, we will be answering questions and having the the Q&A session transcribed as well.

 **Shonda McMillian** joined the meeting

 **Wilson, Liz** joined the meeting

 **LaDonna Croley** joined the meeting

AT **Adabla, Tierra** 3:26

Right.

So we will go ahead and get started.

So I will provide a brief home program over you overview the Home Investment Partnership grant funds are provided through the US Department of Housing and Urban Development.

Also known as HUD, funds can be used for a variety of activities with the goal of creating affordable housing opportunities for low income households.

 **edd37b35-4de7-4468-9a9e-62e5f53e126c** joined the meeting

AT **Adabla, Tierra** 3:55

Some example of the some examples of this are the construction or rehabilitation of rental units on the construction of homes for home ownership funding, Community Housing development organizations, also known as Chodos, and direct assistance to low income renters, homeowners and home buyers.

Hamilton County began a competitive request for proposal process in 2016 for this funding source home funded project must be in participating jurisdictions outside of the City of Cincinnati that participate in Hamilton County.

HUD grant programs projects in the City of Cincinnati are not eligible except for projects which address a special housing need.

 **Morgan** left the meeting

 **Morgan** joined the meeting

AT **Adabla, Tierra** 4:43

So, for example, permanent, supportive, permanent supportive housing, these projects must have a significant financial contribution from the City of Cincinnati as well.

So if there is a project in the city, we generally don't provide funding for it.

But if there are reported services in the City of Cincinnati provides funding as well, we are able to consider the application.

So for the 2023 Hamilton County home RFP, I'm gonna go through a few significant dates and just some details about the RFP itself.

On the RFP was released on January 8th of 2024, so it's been out for a little over a week.

Applications are due via Neighborly, and we use that software to accept applications and review them.

It is due on February 21st at 5:00 O'clock PM and the Link 2.

Neighborly is on our website and in the application applications will be accepted to support projects that construct new or rehabilitate existing affordable housing units.

So in the previous slide I talked about some of the projects or activities that the home funds can support for this particular RFP.

We will be providing assistance for two of those activities and that's to construct new or rehabilitate existing affordable housing units.

We have approximately \$1.3 million available for this award.

In total, I'm home funds will be capped at a maximum of \$75,000 per unit and \$750,000 per project.

There is a maximum of \$100,000 per unit for projects and extremely low income participating jurisdictions.

This includes Lincoln Heights, Lochlain, Cheviot Golf, Manor, omelet place, Arlington Heights and Addison Umm.

The award decisions are anticipated by mid May of 2024.

General requirements projects must include at least four home funded housing units. I'm so if it's a rental property for those rental units, would be considered home funded.

If you are doing new construction for single family homes or homes would need to be home funded.

Humid project will be subject to environmental and historic historical review by Hamilton County, per HUD.

Regulations work done after application, but prior to completion of these reviews may constitute in a choice limiting action and result in in the project becoming ineligible for award construction or demolition must start within 12 months of contract execution.

The project must be completed within 24 months of contract execution, so if we make an award to a developer or an agency and we execute the contract in December of 2024 by December of 2026 on the project must be completed.

Project completion means all necessary title transfers and construction works have been performed and final draw of home funds has been dispersed.

Project from must comply with all applicable applicable zoning regulations, building codes and procedures.

Home assistant units must meet affordability, tenant beneficiary income and rent limit requirements.

And so this slide will cover a little bit about affordability period.

Yeah, HUD has determined for different type of HUD funded projects what the affordability period will be and what an affordability period means is that if we provide funding for that unit for the entire for affordability period, that unit has to remain affordable by the limits that are determined by HUD.

And so for an example, home investment per unit for single family, the affordability period is as follows.

If we provide under \$15,000, I'm for that one unit.

The unit will have to remain affordable for five years, umm, between 15,000 and \$40,000.

If we provide funds for that one unit, it will need to remain affordable for 10 years and then if it's over \$40,000 for new construction of a single family home, it will need to remain affordable for 15 years.

So that is a breakdown of the affordability period for single family homes at this side of the screen, you will see the affordability period for multifamily or rental housing.

I'm now we do provide are able to find the rehabilitation of multifamily units as well for this RFP.

So the affordability period is broken down a little bit more extensively for rehabilitation, but once you get to the new rental flash construction, I'm criteria for all projects that are new rental or construction for multifamily units, the affordability would need to be 20 years.

So if you are developing a rental property and it's 58 units, if we provide home funding to build two of those units, those two units will have to remain affordable for 20 years.

And that is per HUD guideline.

A little bit more information.

I'm about rent limits and income limits.

This is determined by HUD and the application.

You will see links to the HUD website where they break this down based on region.

So for our region, these are the low and high rents in the maximum rent limits for our area.

And then to for occupant income limits, either the income limits determined by HUD and so this is what we would use to look at when we're executing contracts hermening the number of units that will fund on when you're looking to fill those units.

This is the information that you would need to collect from eligible applicants to determine if they need these standards and that would make them eligible to live in the determined unit.

The scoring process and criteria for this RFP, so we have worked on developing this over the past few years.

As I mentioned earlier, since 2016 the home RFP has become a competitive process with how we designate those funds based on applications.

So I will go through the scoring criteria.

Projects will be underwritten to evaluate compliance with home regulations and financial feasibility.

This may include home ownership, structure, operations sources and uses of funds and the financial statements of the owner and guarantor is applicable.

Proposals that meet the underwriting guidelines will be evaluated based on the scoring criteria.

Criteria at the right by feedback feedback is the Community Development Advisory

Committee.

They are a commissioner appointed committee and we work with them well.

They are the ones that do all of the scoring for these applications, so every recommendation that is received comes from that committee.

 **Sam** joined the meeting

AT **Adabla, Tierra** 12:24

Representations made by applicants for which points are given will be binding and will be monitored through the annual compliance review process.

So the information provided in your application is what we use to determine eligibility.

That's what's used to make recommendations for awards.

And then when it is time for contract execution, we will be looking at all of these standards to make sure that they are upheld and that whoever we are awarding funds to have plans in place to meet this criteria.

So the criteria for this RFP is that Community local government support is 5 points.

We look to see if the Community that you're looking to.

Build or rehab in has provided support from local government or different community organizations looking really to see if you know people that already live in that area have provided support the location.

Again, we are giving point to if you're living in providing the services within participating jurisdictions and then some of those extremely low income jurisdictions as well, we are providing points for serves a special population.

So in example of this, if you are providing supportive services or building a property that will help seniors or provide services for seniors and things like that, that's an example that is worth 10 points.

The Ledger leverage of other funds is 10 points, project feasibility and readiness is 25 points.

Environmental sustainability.

This is a new category that we have added within the last year.

I'm looking to see what can make the most impact with some of the projects that we provide funds to with this funding source, environmental sustainability has become a great priority.

So we are providing five points this year that is new capacity of development team.

Whoever we're providing funds to, we want to make sure that they have the staff in place to meet the criteria and get the project done in a timely manner, so we're providing 10 point.

And BEWD E infection three that category will meet for 10 points and this is something that's really important depending how much funding that we provide for the specific project.

Section 3 is a criteria that we generally have to go through with the developers to make sure that they can meet that criteria per HUD guidance and then other criteria feedback discretionary.

They do have 20 points to provide for each application as well, and so that will equal out to a total of 100 points for the scoring process and criteria.

On this slide, you will see Community development, home funded projects over the years.

So we wanted to provide an example of where these funds can go and what that could look like.

Wayne Loft is a multifamily project.

We did provide funding for 10 units out of the 58 units in this property, so there are 10 home funded units within the project.

So those 10 units within this project will remain affordable for 20 years.

Wayne moff.

It's in one of the participating jurisdictions and it's a newer development as well, but it is complete the project.

So there are 10 home funded units within this project.

Just another real life example of what our home funds have contributed to Habitat for Humanity.

They are one of our chodos as well.

These are a few of the homes that we have provided home funds for, so these three homes are home funded and they have to remain affordable for 15 years.

So we do work with habitat.

They have done a few projects where they do maybe four or five homes at a time and remember that there has to be at least four homes for it to be an eligible project.

And so I will open up the floor to any questions if there are questions that we don't have to answer to today, we will follow up and provide the answers on our website as well.

But are there any questions about the presentation about the home RFP that we can answer today?

S **Samantha Jasper Help Squad** 17:13

Hi I have one question.

AT **Adabla, Tierra** 17:15

Hello.

S **Samantha Jasper Help Squad** 17:16

Hi Samantha.

Firm helps Squad can you explain to me the NBA section, MBE, acronym, Section 3?

AT **Adabla, Tierra** 17:26

Yes.

So I will go back to that slide.

So in MBE WBE and Section 3.

So I'll start with Section 3.

Section 3 is a guideline from that designated by HUD UMM.

Generally, if we are providing over \$200,000 or a project then it becomes Section 3.

It has those criteria put on it, so Section 3 means that you have to work either either the individuals that are working on the project have to be within a certain income level and that is to make sure that we are meeting different Labor Standards for HUD.

We really wanna be able to provide jobs and things like that for people that might be in the lower income communities.

So HUD has provided standards for all projects over \$200,000 and there is a breakdown for Section 3.

Umm.

If a project is awarded that we can be, we can work with the developer or an agency to work on with that.

And would look like and we can put more information on our website that details section 3A little bit more.

S **Samantha Jasper Help Squad** 18:52

Thank you.

AT **Adabla, Tierra** 18:53

And then for MPE, that's my minority business enterprise.

So we really look at you know, are you working with the diverse group of businesses?

Are you working with different contractors?

And then WWE stands for women business Enterprise as well.

So minority owned businesses, women owned businesses.

We really do look to see if you are working with or able to work with or even open to working with different businesses that don't speak to those that are graphic.

S **Samantha Jasper Help Squad** 19:27

Thank you.

AT **Adabla, Tierra** 19:28

You're welcome.

Any other question?

K **Kevin** 19:41

What if we have more questions, not this time.

How do we get those answered?

AT **Adabla, Tierra** 19:45

I'm absolutely fell on for it.

This RFP, you can email our community development administrator.

Actually, I'll go to the end.

We have her email address listed.

You can email all questions to her and then we will post the answers on our Q&A website under the applicable something from this Q&A.

Me on our community development website, but generally you can email maria.collins@hamilton-co.org.

I know for the home program it is a little bit complex if you haven't worked with these funds before, so there's generally a lot of questions or things that you might

want a little bit more detail on, so feel free to email her and we'll get responses out.

I also encourage you to look at HUD exchange for this funding source.

There's a lot of great information on there as well, but feel free to email.

I'm Maria Collins.

During the RFP ohm this RFP window.

I fear hand.

I'm Nasheed.

Yep, I think you're muted.

N **NASHID (Guest)** 21:06

I'm nashit shack here.

What the J Rep organization and I just like to know what your definition of permanent supportive housing is.

AT **Adabla, Tierra** 21:17

Right.

So, umm, I'm gonna repeat back just to make sure I could hear you.

Well, you're asking what permissive supportive housing means.

N **NASHID (Guest)** 21:23

Yes.

AT **Adabla, Tierra** 21:24

OK.

Umm, that's a great question.

Permanent supportive housing means that there is someone generally in the rental unit that provides support for the residents that live there, kind of like wrap around services or social services within the building.

So for example, if you have a complex that you're building that serves seniors, there would be someone that's generally staffed there to help with services or to connect them to community resources as well.

I'm and not someone that generally just comes in like once a month, like someone that's consistently.

I'm hired to work within that unit to provide services for the residents there.

N **NASHID (Guest)** 22:04
Thank you.

AT **Adabla, Tierra** 22:05
You're welcome.
Art.

Samantha, I see your hand raised.

S **Samantha Jasper Help Squad** 22:18

That brought up a good question with the permanent supportive housing.
If you have to have someone there for the residence, do they want physically have to be housed at the property umm?
Or can they have an offsite office location and does the RFP allow for operating cost for staff?

AT **Adabla, Tierra** 22:46

Those are really good questions.
I will actually follow up and provide those questions in the Q&A response depending on the type of project, the answer could be different just depending on, you know, if it's rental, obviously with what type of permanent supportive housing you might be specifically talking about.
But I can get those answers absolutely in the Q&A and post it to our website.

S **Samantha Jasper Help Squad** 23:12
Thank you.

AT **Adabla, Tierra** 23:13

You're welcome.
The Shonda McMillan.
Your hand is raised.

SM **Shonda McMillian** 23:20

Yeah.
Hi I'm just I apologize I wasn't here at the very beginning, but I'm just confirming that

our clarifying that these funds are good on rehabilitation of existing affordable housing units as well as new construction.

AT **Adabla, Tierra** 23:35

It is.

That is correct for multifamily properties.

So for a rental property, we can use these funds for for rehab we are not using these funds for rehab of single family units for this RFP round.

SM **Shonda McMillian** 23:49

OK, great.

Thank you very much.

AT **Adabla, Tierra** 23:51

You're welcome.

K **Kevin** 23:59

Uh on what are your previous slides?

You had a a rent limit and it was a high and a low, but they had the same number.

Could you explain what what that was for?

AT **Adabla, Tierra** 24:07

Yes.

Let me go back to it.

So these are this is determined by HUD based on the area and this changes per year.

So we're going off of the 2023 programmatic year and I can also provide a little bit more of a detailed breakdown on our Q&A on posting for this on our website as well.

But pretty much HUD determines with the number of units that we're funding.

This really is more applicable if we're providing more than two units.

As you can see, it doesn't really change that much, which obviously for this RFP you have to have 4 units.

But for the number of bedrooms, that's where it becomes more prominent.

And I can provide a more detailed breakdown on the Q&A posting for this session

because it just becomes a little more technical, but if you're funding more than two a

2 bedroom unit, that's when it really becomes more applicable.

As you can see, we just put up to four bedrooms because generally for our funding we haven't.

I don't believe funded.

No.

A unit that had more than four bedrooms within it.

I don't even think more than three, but we just wanted to provide this information, but it generally becomes applicable when there are a large number of bedrooms.

If the unit so I can provide some more information about that.

N **NASHID (Guest)** 25:34

So do the floor units have to be on one site or can it be on scattered sites?

AT **Adabla, Tierra** 25:41

So the that's a really good question.

Technically, they can be on scattered sites and usually we run into that when we're looking at single family destruction of single family unit.

So they there can be this project could take place on scattered sites.

The home units don't have to be all on the same parcel, but generally they are in the same area, so depending on what your application indicates, we could take a further look into what that would actually mean.

But we do have some scattered site program projects that we funded.

N **NASHID (Guest)** 26:21

Thank you.

AT **Adabla, Tierra** 26:22

You're welcome.

Are there any other questions?

Oh, actually Ladonna Crawley.

LC **LaDonna Croley** 26:40

Yes, hi.

AT Adabla, Tierra 26:41
Right.

LC LaDonna Croley 26:41
I can hear the last question I heard the answer, but I didn't hear the question.
Can you repeat the question please?

AT Adabla, Tierra 26:48
Yes.
He asked if the project could take place on scattered sites.
So essentially, for example, these homes that I have on the screen, they don't all have to be on the same parcel or on the same block.
But generally in the same neighborhood, that's generally how we look at it, but they don't have to be right next to each other.
So we do fund projects that provide units or a scattered site pretty much scattered site means it's not right next to each other, it's in a different area.
But in the same region.

LC LaDonna Croley 27:20
OK.
Thank you.

AT Adabla, Tierra 27:21
You're welcome.
OK, it doesn't look like we have any more questions right now.
So free to reach out to us, the email addresses are here.
Maria Collins is our community development administrator.
You can email her and will follow up with any answers that we can.
The answers to those questions will generally be on our website after this Q&A.
Any question that was asked in this Q&A on that provides a little bit more detail.
I will follow up and make sure that I have a response and links provided, but feel free to reach out with any additional questions.
Again, we know home has a lot of regulations and things like that obviously.
So we wanna be able to provide resources for anyone that's interested in applying,

so we can definitely serve the Community in this way, but I appreciate your time and consideration for applying, and you all have a great day.

 **edd37b35-4de7-4468-9a9e-62e5f53e126c** left the meeting

 **Shonda McMillian** 28:25

And the presentation will be posted as well.

 **Adabla, Tierra** 28:27

Yes, the presentation will be posted and transcribed online on our Community development website.

 **Shonda McMillian** 28:31

OK.

 **Sam** left the meeting

 **Shonda McMillian** 28:34

Perfect.

Thank you.

Thank you for the presentation today.

 **Adabla, Tierra** 28:37

Absolutely.

Thank you for coming.

Alright, have a great day.

 **Anthony Weigand** left the meeting

 **Valley, Caity** stopped transcription