



November 13, 2018

#NHHFAHousing

NHHFA.org

@NHHFA

@NewHampshireHousing

Agenda



- **Who we are / Who is NHHFA**
- **What is the Affordable Housing Fund**
- **What is HB 1817**
 - Why did we receive allocation
 - Purpose of the allocation
- **What you need to know about this RFP**
- **Timeline**
- **How to apply**
- **Questions**

Who is New Hampshire Housing



- **New Hampshire Housing's mission is to promote, finance and support affordable housing and related services for the people of New Hampshire.**
- **Although established by statute as a public instrumentality, New Hampshire Housing is not a state agency and receives no operating funds from the state government.**
- **New Hampshire Housing has its own procurement and contracting requirements, and is not required to follow the State's process.**

Affordable Housing Fund



- **The Fund was created by the Legislature in 1988, codified at RSA 204-C:56-62.**
- **It is a revolving fund that is administered by New Hampshire Housing to facilitate the purchase and rehabilitation or construction of affordable housing, primarily for low- and moderate-income households.**
- **Resources for the Fund are derived from periodic state appropriations – \$17.6 million dollars have been appropriated for the Fund since its inception.**

House Bill 1817



- **HB 1817 of the 2018 legislative session appropriated \$2,500,000 to the Affordable Housing Fund to provide “transitional housing opportunities to those leaving mental health and substance use disorder treatment facilities.”**

What you need to know about this RFP: Threshold Criteria



- **Applications must comply with NHHFA Special Needs Program Rules HFA 113**
- **Applications must meet “threshold criteria” in order to be scored (Listed on page 2 of RFP)**
 - **Type of Housing – Must be Transitional**
 - **Compliance Period**
 - **Feasibility and Appropriateness**
 - **Financial**
 - **Cost Reasonableness & Investment Limits**
 - **Development & Management Capacity**
 - **Capacity & Experience in Property Management**
 - **Justification of Need**

What you need to know about this RFP: Threshold Criteria (continued)



- **Readiness**
- **Service Plan**
- **Resident Selection Plan**
- **New Beds**
- **Matching Resources**
- **Developer Fee**
- **Accountability and Metrics**
- **Documentation is important!**
 - **Submit explanation where documentation might not be available**
 - **If you are unsure of what is acceptable documentation, ask in advance.**

Rental Assistance



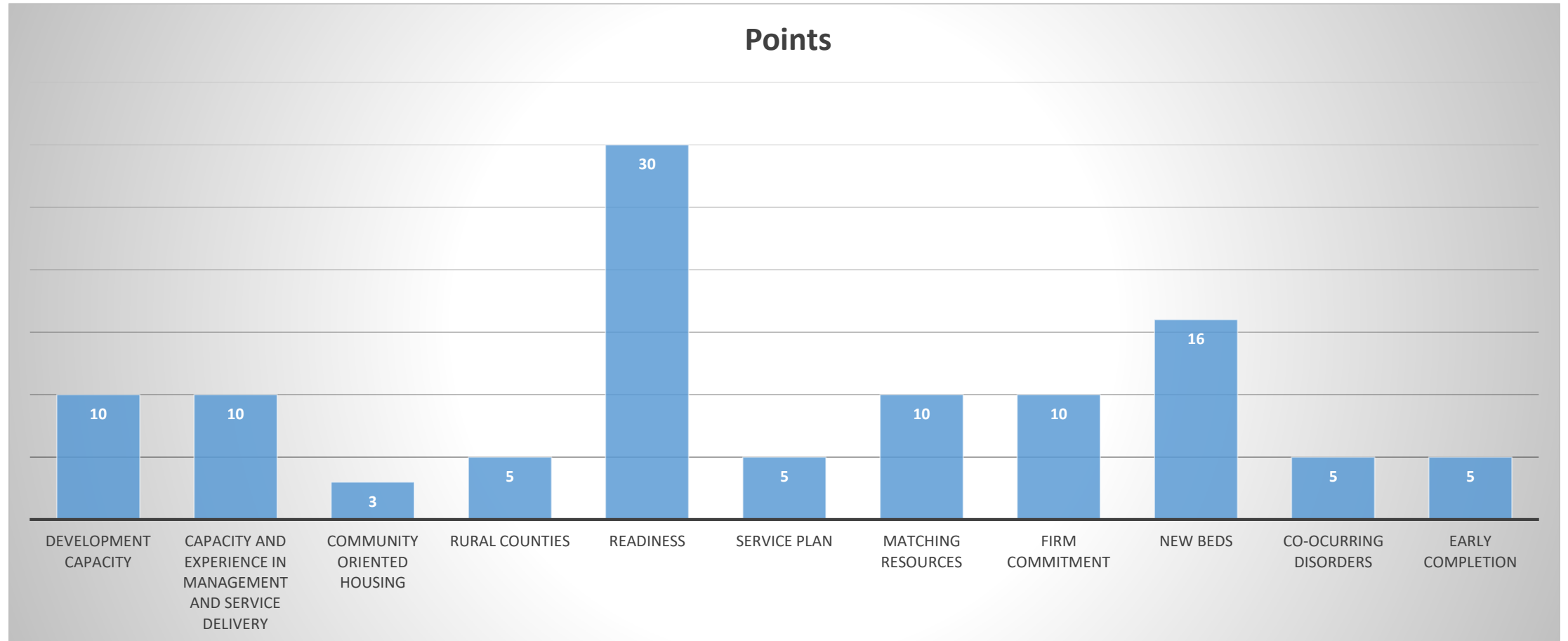
- **NHHFA is open to using some rental assistance vouchers**
- **Law prevents use of Project Based Vouchers in Transitional Housing**
- **NHHFA may provide a preference in the Housing Choice Voucher program for funded projects**
 - **No more than 10 vouchers per project/ 30 total**
 - **Expect a 6-12 month wait before a new resident receives a voucher**
 - **Resident must have 6 months remaining in his/her planned stay in order to receive a voucher**
 - **No vacancy payments**
- **Communicate: tell us if you have any concerns accepting this assistance & make it clear in your application if you want it or not.**

Scoring



- See next slide for distribution of points
- Provide resumes and lists of:
 - Projects previously developed
 - Projects under management
 - Services currently being provided
- Documentation is critical and must be provided ***prior to application deadline.***
 - ***ODM uploads are not always easy-try it out in advance.***

Distribution of Available Points 2018 RFP for Transitional Housing



FileHomeInsertPage LayoutFormulasDataReviewViewDYMO LabelTell me what you want to do...

CutCopyFormat Painter

Clipboard

Arial8

B I U

Font

Alignment

Wrap Text

Merge & Center

Number

Styles

Insert

Delete

Format

Cells

AutoSum

Fill

Clear

Editing

B1	PROJECT NAME:															
1	PROJECT NAME:				Date:											
2	LOCATION:				Proforma											
3																
4	DEVELOPMENT ASSUMPTIONS															
5				0	Inflation Adjustments		Yr 1-5	Yr. 6-15	Yr. 16-30							
6	30% AMI		0.0%	0	Rent		2.00%	2.00%	2.00%							
7	50% AMI		0.0%	0	Operating Expense		3.00%	3.00%	3.00%							
8	60% AMI		0.0%	0	Other Income		2.00%	2.00%	2.00%							
9	80% AMI		0.0%	0	Min Debt Coverage Ratio		1.15									
10	# @ Market		0.0%	0	Vacancy		5%									
11	Total Unit Count:				0											
12	PRO FORMA DEVELOPMENT BUDGET															
13				Residential		Commercial			Total							
14	Site Improvements			0		0			0							
15	Construction			0		0			0							
16	General Requirements			0		0			0							
17	Builder Overhead			0		0			0							
18	Builder Profit			0		0			0							
19	Bond Premium			0		0			0							
20	Construction Contingency		5.0%	0		0			0							
21	Subtotal Construction Costs			0		0			0							
22																
23	Building Permits and Fees			0		0			0							
24	Survey & Engineering			0		0			0							
25	Design & Permitting			0		0			0							
26	Legal			0		0			0							
27	Title & Recording			0		0			0							
28	Accounting			0		0			0							
29	Construction Period Tax			0		0			0							
30	Construction Period Insurance			0		0			0							
31	Other: FF&E, Security, Soft Contingency			0		0			0							
32	Subtotal Soft Costs			0		0			0							
33																
34	Construction Loan Origination Fees			0		0			0							
35	Construction Loan Interest			0		0			0							
36	NHHFA Lender Inspection Fees			0		0			0							
37	Permanent Loan Fees			0		0			0							

Gross Square Footage	0
Construction Cost/Sq ft	\$0
Total residential construction costs per unit	0

f_x

Sheet1 Instructions

=J120*G122*-1

	B	C	D	E	F	G	H	I	J	L	M	N	O	P	Q	R	S
107	0	Market	0						0		Building Tools and Supplies				0	0	0
108	3BR	30%	0						0		Building Contractual Services				0	0	0
109		50%	0						0		Building Systems Maintenance				0	0	0
110		60%	0						0		Miscellaneous Building Maintenance				0	0	0
111		80%	0						0		Tenant Damage Charges - Building				0	0	0
112	0	Market	0						0		Maintenance Expenses				0	0	0
113	4BR	30%	0						0		General Expenses:						
114		50%	0						0		Property Taxes				0	0	0
115		60%	0						0		Property and Liability Insurance				0	0	0
116		80%	0						0		Investor Services Fees				0	0	0
117	0	Market	0						0		Tenant Computer Expense				0	0	0
118	Other:								0		Tenant Service Expenses				0	0	0
119									0		General Expenses				0	0	0
120	Subtotals		0						0								
121											Replacement Reserve Funding				0	500	42
122				Vacancy Rate		5%			0		Commercial Expenses (if applicable)				0	0	0
123				Other Income					0								
124				Other Income					0								
125				Other Income					0		Total				0	0	42
126				Effective Gross Income					0								
127																	
128																	
129																	
130	PROFORMA OPERATING INCOME AND EXPENSE STATEMENT																
131			6 Months	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 7	Yr 8	Yr 9	Yr 10	Yr 11				
133	Placed in Service:		1/1/17	1/1/18	1/1/19	1/2/20	1/1/21	1/1/22	1/1/23	1/2/24	1/1/25	1/1/26	1/1/27				
134	Effective Gross Income		0	0	0	0	0	0	0	0	0	0	0				
135	Less Operating Expense		0	0	0	0	0	0	0	0	0	0	0				
136	Net Operating Income		0	0	0	0	0	0	0	0	0	0	0				
137																	
138	Amortizing/ Must-pay debt		0	0	0	0	0	0	0	0	0	0	0				
139																	
140	Cash Flow		0	0	0	0	0	0	0	0	0	0	0				
141	Cash Flow per Unit		0	0	0	0	0	0	0	0	0	0	0				
142																	
143	Debt Coverage Ratio(RLP)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
144																	
145																	
146																	

Total Cash Flow
Projected over 12 Years

0

Teams and Partnerships



- **NHHFA encourages applications from teams of organizations (primarily developers and service providers)**
- **These partnerships often combine important characteristics of a successful application and project:**
 - **Development capacity**
 - **Knowledge of the population being served**
 - **Relationships with, and support from, the local community**

Deadline



- **Application deadline – January 11 2019**
- **Reservations – March 15 2019**
- **Projects that receive reservations will have several months to meet requirements for commitment and closing:**
 - **Secure other funding commitments**
 - **Design completion, construction pricing**
 - **Permits, environmental review, etc.**

How to Apply



- **Must be done in ODM**
- **If you don't have ODM account, contact Laurel Treamer before December 10, 2018**
- **ODM will not give you any feedback to confirm receipt/submission.**
- **We will let you know we received your application and may ask for clarifications.**

Questions?



- **Why do we have to have an executed contract with a General Contractor or Construction Manager to get the 4 points under readiness? Why would we enter into a contract for work that we don't know we can do because we don't have the funding yet?**
- **What documentation do they need for donated property to be counted as match?**
- **Are the Transitional Housing funds a grant or a loan?**
- **How do we use the published rent limits and utility allowances for a group home setting?**
- **Is the value (or partial value) of a building provided by the sponsor counted towards the 10% match?**

Questions? (continued)



- **Does the building have to be 100% ADA compliant? Can we use a vertical lift to the second floor, or provide ADA compliant spaces on the first floor?**
- **If the transitional housing is for women who are pregnant or parenting, if we are only allowed 8 in a house, would that include children?**

