

NOTICE OF FUNDING AVAILABILITY
STATE AND FEDERAL FUNDS
HOUSING TRUST FUND CORPORATION
OFFICE OF COMMUNITY RENEWAL
THE HAMPTON PLAZA
38-40 STATE STREET, 4th FLOOR SOUTH
ALBANY, NY 12207

**NEW YORK STATE HOMES AND COMMUNITY RENEWAL
HOUSING TRUST FUND CORPORATION
OFFICE OF COMMUNITY RENEWAL
2013 NOTICE OF FUNDING AVAILABILITY (NOFA)**

The Housing Trust Fund Corporation (HTFC) and the New York State Affordable Housing Corporation's (AHC) and the Office of Community Renewal (OCR) announces the availability of approximately \$38 million of State and Federal funds for the following programs:

- **\$12 million** - NYS Community Development Block Grant funding for Housing Activities
- **\$25 million** - AHC Affordable Home Ownership Development Program (AHODP)
- **\$1 million** - Access to Home Program
- **\$400,000** - RESTORE Program

NYS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

PROGRAM DESCRIPTION

The New York State Community Development Block Grant Program (NYS CDBG) is a federally funded program administered by the Housing Trust Fund Corporation's Office of Community Renewal (OCR). The program provides resources to non-entitlement communities to enable the development of decent, affordable housing, create suitable living environments, and enhance economic opportunities across the state. Applicants to the NYS CDBG program must ensure that 70% of all activities principally benefit low- and moderate-income (LMI) persons.

CDBG ELIGIBLE APPLICANTS

Eligible applicants include non-entitlement villages, towns, cities or counties throughout New York State, excluding metropolitan cities, urban counties, and Indian Tribes that are designated Entitlement communities. Non-entitlement areas are defined as cities, towns, and villages with populations of less than 50,000 except those designated principal cities of Metropolitan Statistical Areas, and counties with populations of less than 200,000.

CDBG HOUSING ACTIVITIES

CDBG funds are available for housing projects (rehabilitation including mobile and manufactured home replacement; home ownership; residential water and wastewater systems) that primarily benefit low- and moderate-income persons

2013 MAXIMUM FUNDING LIMITS

CDBG Housing Activities

<i>Towns, Cities and Villages:</i>	<i>\$400,000</i>
<i>Counties:</i>	<i>\$750,000</i>

***APPLICATION FOR FUNDING
CDBG Housing Resources Funding Opportunities for 2013***

Applicants seeking NYS CDBG funding for housing activities (housing rehabilitation, homeownership, private water/wastewater) must apply for funding through the 2013 Office of Community Renewal Housing Resources Funding Opportunities Application. The 2013 Application for CDBG Housing Activities will be available on the NYS Homes and Community Renewal web site, www.nyshcr.org/Funding/ on **MONDAY, OCTOBER 28, 2013**. Applications will be due **no later than FRIDAY, DECEMBER 20, 2013**.

Applications are to be mailed or hand-delivered to:

*NYS Homes and Community Renewal
Office of Community Renewal
The Hampton Plaza
38-40 State Street, 4th Floor South
Albany, NY 12207
ATTN: 2013 CDBG Housing Activities Application*

- If mailed, applications must be sent via FedEx, UPS or another similar service with delivery confirmation (i.e. U.S. Postal Service), and postmarked **no later than FRIDAY, DECEMBER 20, 2013**.
- If hand-delivered, applications must be received at the above address **no later than 5:00 PM on FRIDAY, DECEMBER 20, 2013**.

The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will **not** be considered for funding. Applicants should make early submission of their applications to avoid risks of ineligibility resulting from unanticipated delays or other delivery-related problems.

AHC AFFORDABLE HOME OWNERSHIP DEVELOPMENT PROGRAM (AHODP)

PROGRAM DESCRIPTION

The Affordable Home Ownership Development Program (AHODP) is a State funded program administered by the New York State Affordable Housing Corporation's (AHC's) Office of Community Renewal (OCR). AHC's mission is to promote Home Ownership by persons of low- and moderate- income, which, in turn, fosters the development, stabilization and preservation of neighborhoods and communities throughout New York State.

AHC AHODP ELIGIBLE APPLICANTS

Eligible applicants include cities, towns, villages, and counties throughout New York State, housing authorities, housing development fund companies, and not-for-profit corporations or charitable organizations which have as one of their primary purposes the development and improvement of housing.

AHC AHODP ELIGIBLE ACTIVITIES

The AHODP provides funds for three project types:

- **New construction** of owner-occupied homes for sale, including one-to-four family homes, condominiums, cooperatives and the replacement of dilapidated mobile and manufactured homes with new Energy-Star manufactured homes or stick-built homes on homeowner-owned land.
- **Acquisition/rehabilitation** of owner-occupied homes for sale, including one-to-four family homes, condominiums and cooperatives.

- **Home improvements** to existing, owner-occupied one-to-four family homes, condominiums or cooperatives.

In the event the homes are to be located in a mixed use structure, then any costs associated with the nonresidential uses are ineligible costs.

Proposals may not include more than one type of project. Individual proposals must be submitted for each project type. Eligible activities and owner-occupancy requirements are pursuant to the Program Regulations of the AHODP (please see the AHC Request for Proposals for details).

2013 MAXIMUM FUNDING LIMITS

The maximum AHODP award is \$35,000 per unit except for high cost areas where the maximum award is \$40,000 per unit. Additional information regarding high cost areas can be found at www.nyshcr.org/assets/documents/HighCostAreaTable.pdf. Due to limited funds, AHC may ask that projects requesting more than \$1 million in grant funds be developed in phases.

AHC reserves the right to reject any and all proposals, to negotiate with applicants, recommend funding in an amount less than requested, conduct site visits, interview the applicant and development team, extend the submission deadline, and request additional information. AHC reserves the right to waive or modify any requirement contained in the Request for Proposals, subject to the applicable statutes and the Program Regulations.

APPLICATION FOR FUNDING

AHC AHODP Housing Resources Funding Opportunities for 2013

The AHODP Application will be available on the NYS Homes and Community Renewal website at the following two locations on **MONDAY, OCTOBER 28, 2013**:

www.nyshcr.org/Funding/ and www.nyhomes.org/Municipalities/AHCGrants/RequestsforProposals.htm

Applications will be due no later than FRIDAY, DECEMBER 20, 2013.

Applications are to be mailed or hand- delivered to:

*Mr. Dominic A. Martello
Vice President
New York State Affordable Housing Corporation
641 Lexington Avenue - 4th Floor
New York, NY 10022
ATTN: 2013 AHC AHODP Housing Activities Application*

- If mailed, applications must be sent via FedEx, UPS or another similar service with delivery confirmation (i.e. U.S. Postal Service), and postmarked **no later than FRIDAY, DECEMBER 20, 2013.**
- If hand-delivered, applications must be received at the above address **no later than 5:00 PM on FRIDAY, DECEMBER 20, 2013.**

ACCESS TO HOME PROGRAM

PROGRAM DESCRIPTION

The Access to Home Program is a State funded program administered by the Housing Trust Fund Corporation's Office of Community Renewal (OCR) that provides grants to eligible applicants to make accessibility modifications to existing dwelling units occupied by low-income persons with disabilities.

ELIGIBLE APPLICANTS

Eligible applicants include cities, towns, villages or counties throughout New York State, and not-for-profit corporations that are incorporated under NYS Not-for-Profit Corporation Law. To be eligible for award, not-for-profit organizations must have been in existence and providing relevant service to the community for at least one year prior to application.

ELIGIBLE ACTIVITIES

Applications will be accepted for programs that propose funding for **one or more** of the following activities in existing residential units:

- Installations of ramps, lifts, and other similar measures to permit access to and from the exterior of a building;
- Modifications to kitchens and bathrooms to provide access to persons with mobility limitations or disabling conditions;
- Interior accessibility modifications that will permit access within the unit for persons with mobility limitations or other disabling conditions;
- Installation of devices to permit a safe environment for persons with hearing or visual impairments;
- Architectural and engineering work, testing of assisted units for environmental, health and safety purposes, and other professional services necessary for the installation of accessibility modifications;
- Other activities required to install accessibility modifications.

FUNDING LIMITS

The maximum award amount is \$150,000 with a dwelling unit maximum of \$25,000. The minimum award amount is \$75,000.

APPLICATION FOR FUNDING

The Access to Home application will be available on the NYS Homes and Community Renewal website, www.nyshcr.org/Funding/ on **October 28, 2013**. **Applications are due no later than 5:00 PM (EST) on December 20, 2013**. Applications should be submitted using the Community Development Online Application System (CDOL) available at: www.nyshcr.org/Forms/.

The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will not be considered for funding. Applicants should make early submission of their applications to avoid risks of ineligibility resulting from unanticipated delays or other delivery-related problems.

Applicants may make a request, based on demonstrated need, to submit a paper application in lieu of using the CDOL application system. Requests for approval to submit a paper application must be sent to: NYS Homes and Community Renewal, Office of Community Renewal, Hampton Plaza, 4th Floor 38-40 State Street, Albany, NY 12207

RESTORE PROGRAM

PROGRAM DESCRIPTION

The RESTORE program is a State funded program administered by the New York State Housing Trust Fund Corporation's Office of Community Renewal (OCR) to grant funds to eligible applicants to cover the cost of emergency repairs in homes owned by low-income elderly persons.

ELIGIBLE APPLICANTS

Eligible applicants include cities, towns, villages, and counties throughout New York State, and not-for-profit corporations that are incorporated under the NYS Not-for-Profit Corporation Law. To be eligible for award, not-for-profit organizations must have been in existence and providing relevant service to the community for at least one year prior to application.

ELIGIBLE ACTIVITIES

Applications will be accepted for programs that benefit elderly homeowners (60 years of age or older) with incomes less than 80% of median income that propose funding for **one or more** of the following activities:

- Repairs to 1-4 unit residential dwellings owned and occupied by an elderly homeowner that correct an emergency housing condition. The age and incomes of any tenants within a multi-unit structure does not factor into the eligibility of a property.
- Repairs addressing furnace, roof, electrical and plumbing or other emergency repairs.

FUNDING LIMITS

The maximum award amount is \$50,000 with a building maximum of \$5,000. The minimum award amount is \$25,000.

APPLICATION FOR FUNDING

The RESTORE application will be available on the NYS Homes and Community Renewal website, www.nyshcr.org/Funding/ on **October 28, 2013. Applications are due no later than 5:00 PM (EST) on December 20, 2013. Applications should be** submitted using the Community Development Online Application System (CDOL) available at www.nyshcr.org/Forms/.

The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will not be considered for funding. Applicants should make early submission of their applications to avoid risks of ineligibility resulting from unanticipated delays or other delivery-related problems.

Applicants may make a request, based on demonstrated need, to submit a paper application in lieu of using the CDOL application system. Requests for approval to submit a paper application must be sent to: NYS Homes and Community Renewal, Office of Community Renewal, Hampton Plaza, 4th Floor 38-40 State Street, Albany, NY 12207.

MINORITY AND WOMEN'S BUSINESS ENTERPRISE (M/WBE) COMPLIANCE

In accordance with Section 312 of Article 15-A of the Executive Law, NYS Homes and Community Renewal requires contractors and awardees to make affirmative efforts to ensure that New York State certified Minority and Women Owned Business Enterprises have opportunities for meaningful participation on projects awarded funding by the Housing Trust Fund Corporation and the Affordable Housing Corporation. Additional information regarding M/WBE compliance can be found at <http://www.nyshcr.org/AboutUs/Offices/FairHousing/>.

NEW YORK STATE GRANTS GATEWAY PREQUALIFICATION

The new New York State Grants Gateway is a statewide effort that will improve the way New York State administers grants by simplifying and streamlining the grants management process.

Effective August 1, 2013, not-for-profit organizations must be prequalified in order to do business with New York State. In order to prequalify, not-for-profit organizations must submit an online Prequalification Application through the Grants Gateway. The Prequalification Application is comprised of five components to gauge your organizational structure and the types of services you provide. The required forms and document uploads are all part of the Grants Gateway Document Vault. Resources to complete the application and associated document vault can be found in the Quick Links Section of the Grants Gateway page at <http://grantsreform.ny.gov/>.

Prequalification is designed as a way for not-for-profits to interact more directly with State agencies before they compete for State contracts, enabling them to make adjustments and answer concerns prior to entering a competitive bid process. Once they have been prequalified, multiple State agencies will have ready access to the prequalification materials, eliminating redundant submissions of such information by the vendor. Not-for-profits will only have to formally prequalify every 3 years, with the responsibility to keep their information current throughout the 3 year period.

PLEASE NOTE: Not-for-Profit applicants that are **not** prequalified through the New York State Grants Gateway by the application deadline of Friday, December 20, 2013, will **not be eligible to receive** funds, and any applications submitted to the OCR will be deemed ineligible for review and consideration.

CONTACT INFORMATION

For inquiries or technical assistance regarding the NYS CDBG, Access to Home and RESTORE programs, please contact:

*NYS Home and Community Renewal
Office of Community Renewal
The Hampton Plaza
38-40 State Street, 4th Floor South
Albany, NY 12207
Telephone: (518) 474-2057*

For inquiries and technical assistance regarding AHC's AHODP, please contact:

*New York State Homes and Community Renewal
New York State Affordable Housing Corporation
641 Lexington Avenue, 4th Floor
New York, NY 10022
Telephone: (212) 872-0438*

THIS NOTICE WAS PREPARED AND SUBMITTED BY:
MATTHEW NELSON, PRESIDENT
HOUSING TRUST FUND CORPORATION
OFFICE OF COMMUNITY RENEWAL
THE HAMPTON PLAZA
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OCRINFO@NYSHCR.ORG
[HTTP://WWW.NYSHCR.ORG](http://WWW.NYSHCR.ORG)

FRIDAY, OCTOBER 25, 2013