

NOTICE OF FUNDING AVAILABILITY  
HOUSING TRUST FUND CORPORATION  
OFFICE OF COMMUNITY RENEWAL  
THE HAMPTON PLAZA  
38-40 STATE STREET, 4<sup>th</sup> FLOOR SOUTH  
ALBANY, NY 12207

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

The Housing Trust Fund Corporation (HTFC) through the Office of Community Renewal (OCR), announces the availability of approximately \$2,000,000 In New York State funds for the following program:

**Mobile and Manufactured Home Replacement Program (MMHR)**

**PROGRAM DESCRIPTION:**

The Housing Trust Fund Corporation (HTFC) through the Office of Community Renewal (OCR), invites Local Program Administrators (LPAs) to submit applications for the Mobile and Manufactured Home Replacement Program (MMHR). The program will assist homeowners to replace dilapidated mobile or manufactured homes that are sited on land owned by the homeowner, with a new manufactured, modular or site built home. The funds made available in this NOFA represent 2016 State program year funds that have been set aside for the MMHR Program.

**ELIGIBLE APPLICANTS:**

Eligible LPAs are defined to include units of local government or not-for profit corporations with substantial experience in affordable housing. To be eligible to apply, applicants must have been in existence and providing recent and relevant residential affordable housing services to the community for at least one year prior to application.

**ELIGIBLE ACTIVITY:**

Applications will be accepted for the MMHR Program to provide an existing homeowner of a dilapidated mobile or manufactured home with the replacement of that home with a new manufactured, modular or site built home. Replaced units must meet NYS and/or Local Code upon completion and if a manufactured product, be installed according to the Manufactured Home Construction and Safety Standards at 24 CFR Part 3280 and Federal HOME Program Permanent Foundation Requirements at 24 CFR 92.251(e) and HTFC Manufactured Home Replacement Design Standards upon completion. Rehabilitation of a mobile or manufactured home is not an eligible activity.

**FUNDING LIMITS**

The minimum award amount is \$100,000. The maximum award amount is \$500,000. The total payment to include all costs to replace a mobile or manufactured home pursuant to any one property is capped at \$100,000.

## **APPLICATION FOR FUNDING:**

The MMHR Program application for funds available through this NOFA and corresponding RFP will be available on the NYS Homes and Community Renewal website, [www.nyshcr.org/Funding/](http://www.nyshcr.org/Funding/), on Tuesday, November 8, 2016. Applications are due no later than 4:00 PM (EST) on Tuesday, January 17, 2017. Applications must be submitted using the Community Development Online Application System (CDOL) at: <http://www.nyshcr.org/Apps/CDOnline/>.

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 received by the OCR no later than Tuesday, November 22, 2016 at the following address: NYS Homes and Community Renewal, Office of Community Renewal, Hampton Plaza, 4<sup>th</sup> Floor South, 38-40 State Street, Albany, NY 12207, ATTN: MMHR 2016.

## **NEW YORK STATE GRANTS GATEWAY PREQUALIFICATION**

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. 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/>.

## **CONTACT INFORMATION**

For inquiries or technical assistance regarding the MMHR Program, please contact:

Stephanie Galvin-Riley  
Office of Community Renewal  
Hampton Plaza 4<sup>th</sup> Floor South  
38-40 State Street, Albany, NY 12207  
Telephone: (518) 474-2057

**THIS NOTICE WAS PREPARED AND SUBMITTED BY:**  
**CHRISTIAN LEO, PRESIDENT**  
**HOUSING TRUST FUND CORPORATION**  
**OFFICE OF COMMUNITY RENEWAL**  
**HAMPTON PLAZA 4<sup>th</sup> FLOOR SOUTH**  
**38-40 STATE STREET, ALBANY, NY 12207**  
**OCRINFO@NYSHCR.ORG**  
**HTTP://WWW.NYSHCR.ORG**

**Tuesday, October 18, 2016**