

David A. Paterson
Governor



Deborah VanAmerongen
Chairperson

New York State Housing Trust Fund Corporation

Hampton Plaza
38-40 State Street
Albany, NY 12207

NOTICE OF FUNDING AVAILABILITY
STATE AND FEDERAL FUNDS
NYS Housing Trust Fund Corporation
Hampton Plaza
38-40 State Street
Albany, NY 12207

**PERSONS/FIRMS THAT CONSTRUCT AND/OR REHABILITATE HOUSING FOR LOW
INCOME PERSONS/HOUSEHOLDS**

Funding for not-for-profit entities, for-profit entities and municipalities under the Housing Trust Fund Program, the New York State HOME Program, the Homes for Working Families Program, the Urban Initiatives Program, the Rural Area Revitalization Projects Program, the New York Main Street Program, the Access to Home Program, and the Residential Emergency Services to Offer Repairs to the Elderly (RESTORE) Program.

DESCRIPTION: Request For Proposals (RFP)/Application packages for site-specific project applications will be available beginning November 8, 2007. Separate applications will be used for: site-specific projects funded under the HOME and/or the Housing Trust Fund Programs, Urban Initiatives Program, Rural Area Revitalization Projects Program, or the Homes for Working Families Program; locally administered programs funded under the New York State HOME Program (HOME); locally administered programs funded under the Residential Emergency Services To Offer Repairs to the Elderly (RESTORE) Program; locally administered programs funded under the New York Main Street Program; and locally administered programs funded under the Access to Home Program. Applicants are responsible for using the proper application for funding. Applications for all programs will be available at NYS Division of Housing and Community Renewal (DHCR) Regional Offices, at application workshops and from the DHCR web site. **ALL APPLICATIONS MAY BE SUBMITTED ELECTRONICALLY AND ARE EXPECTED TO BE AVAILABLE ON THE DHCR WEBSITE, www.dhcr.state.ny.us, BY DECEMBER 1, 2007. In order to expedite the processing of applications, applicants are encouraged to submit their applications electronically.** Site-specific application workshops will be held during the month of November 2007 in Albany, Buffalo, Syracuse, New York City and Long Island. Local Program Administrator application workshops will be held during the month of December 2007 in Albany, Buffalo, Syracuse and New York City.

APPLICATION DEADLINES:

- Applications (paper or electronic) for HOME and Housing Trust Fund site-specific project funding (except for those accepted on a continuous basis) must be received by the Housing Trust Fund Corporation by 5:00 PM, Wednesday, February 27, 2008.
- Applications for locally administered programs funded under RESTORE or Access to Home must be received by the Housing Trust Fund Corporation by 5:00 PM, Tuesday, March 18, 2008.
- Applications for locally administered programs funded under HOME must be received by the Housing Trust Fund Corporation by 5:00 PM, Friday, March 21, 2008.
- Applications for locally administered programs funded under New York Main Street must be received by the Housing Trust Fund Corporation by 5:00 PM, Tuesday, March 25, 2008.

Housing Trust Fund Corporation paper applications will be accepted only at the following address:

NYS Division of Housing and Community Renewal
Hampton Plaza - 6th Floor
38-40 State Street
Albany, NY 12207

Individuals who hand deliver site-specific applications must have picture identification and a transmittal letter, on organization letterhead, stating their name and authorizing that person to deliver the application. Applications delivered by commercial carrier must have a complete and legible return address. Failure to comply with these requirements may result in an application not being accepted.

UNIFIED FUNDING 2008 FUNDS AVAILABLE:

- The New York State HOME Program expects to have approximately \$33.1 million available, subject to the availability of appropriations.
Note: A minimum of 15 percent of available funds is required to be reserved for projects developed, owned, or sponsored by Community Housing Development Organizations (CHDOs). Not-for-profit applicants who wish to pursue pre-qualification by the HTFC as a CHDO should contact the appropriate Regional Office listed below. The New York State HOME Program also allocates a minimum of 80 percent of the funds available (after the 15 percent reserved for CHDOs) to projects located in non-participating jurisdictions.
- The Low-Income Housing Trust Fund Program expects to have approximately \$29 million available, subject to the availability of appropriations.
- The RESTORE Program expects to have \$400,000 available, subject to the availability of appropriations.

- The New York Main Street Program expects to have approximately \$6 million available, subject to the availability of funds.
- The Access to Home Program expects to have approximately \$4 million available, subject to the availability of funds.

OPEN WINDOW FUNDS AVAILABLE: Continuously Accepted Applications

- The Homes for Working Families Program expects to have approximately \$7 million available, subject to the availability of appropriations.
- The Urban Initiatives Program expects to have approximately \$1.7 million available. Applications may also be submitted requesting funding from this program in conjunction with other programs listed under **UNIFIED FUNDING 2008 FUNDS AVAILABLE**. Those applications must be received by 5:00 PM, Wednesday, February 27, 2008.
- The Rural Area Revitalization Projects Program expects to have approximately \$1.4 million available. Applications may also be submitted requesting funding from this program in conjunction with other programs listed under **UNIFIED FUNDING 2008 FUNDS AVAILABLE**. Those applications must be received by 5:00 PM, Wednesday, February 27, 2008.
- The Small Project Initiative under the Low Income Housing Trust Fund and HOME Programs expects to have approximately \$5 million available, subject to the availability of appropriations.

NOTE: The Housing Trust Fund Corporation is developing a simplified application and review process for applicants requesting only Urban Initiatives and Rural Area Revitalization Projects funds or Small Project Initiative funds. Further information on these enhancements is expected to be announced in March 2008.

- Seed Money loans of up to \$45,000 per project from either the HOME (CHDOs only) or the Housing Trust Fund (not-for-profit organizations only) Programs are available. Seed Money applications may be submitted at any time to the appropriate Regional Office listed herein.

GENERAL:

Project based Section 8 voucher assistance will be available state-wide for project applications that request funding from one of the funding sources listed in this Notice of Funding Availability. Applications requesting voucher assistance will be referred to the Division of Housing and Community Renewal for consideration.

The Housing Trust Fund Corporation reserves the right to award all, a portion of, or none of the program funds based upon funding availability, the feasibility of the applications received, the competitiveness of the applications and the applicant's ability to meet Housing Trust Fund Corporation criteria for funding.

Applications are selected for funding based upon an evaluation process which includes completeness, eligibility, competitiveness, feasibility reviews and recommendations as detailed in the RFP/application packet. Selections are also made in compliance with all pertinent statutory requirements and furtherance of the State's housing goals, including but not limited to: preservation of affordable housing; community

revitalization; green building; and collaboration with other governmental agencies and the development community.

The RFP to be issued is part of the Unified Funding application packet. Applicants should refer to the RFP to determine eligibility requirements for each program.

In accordance with Section 312 of Article 15 A of the Executive Law, HTFC 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.

APPLICATION WORKSHOPS:

PROJECT application workshops will be conducted at the following times and locations:

Syracuse
Thursday, November 8th at 9:00 AM
Sheraton Syracuse University Hotel &
Conference Center
801 University Avenue
Syracuse, NY

Buffalo
Friday, November 9th at 9:00 AM
Hyatt Regency Buffalo
Two Fountain Plaza
Buffalo, NY

Capital District
Tuesday, November 13th at 9:00 AM
Holiday Inn Express
300 Broadway
Albany, NY

Long Island
Wednesday, November 14th at 10:00 AM
LaGuardia Community College Theater
31-10 Thompson Avenue
Long Island City, NY

New York City
Thursday, November 15th at 10:00 AM
NYC Regional Office, Room 510
25 Beaver Street
New York, NY

Application materials will be distributed starting one half-hour before each workshop. Materials will also be available on the DHCR web site (<http://www.dhcr.state.ny.us>) beginning on November 8, 2007.

The workshops will include a discussion of project application requirements and the Unified Funding process. **There will be a demonstration of the new Community Development on-line application at each workshop.** A workshop agenda will be posted on the New York State Division of Housing and Community Renewal web site (see above) by November 5, 2007. Interested parties should refer to the web site to familiarize themselves with the agenda items.

LOCAL PROGRAM ADMINISTRATOR application workshops will be conducted at the following times and locations:

Buffalo
 Tuesday, December 4th at 10:00 AM
 Hyatt Regency Buffalo
 Two Fountain Plaza
 Buffalo, NY

Syracuse
 Wednesday, December 5th at 10:00 AM
 Onondaga County Public Library/Galleries Auditorium
 447 S. Salina Street
 Syracuse, NY

New York City
 Wednesday, December 12th at 10:30 AM
 Adam Clayton Powell State Office Building
 2nd Floor Art Gallery
 163 West 125th Street
 New York, NY

Capital District
 Thursday, December 13th at 10:00 AM
 Holiday Inn Express
 300 Broadway
 Albany, NY

The workshops will include a discussion of program application requirements and the Unified Funding process. A workshop agenda will be posted on the DHCR web site (see above) by November 30, 2007. Interested parties should refer to the web site to familiarize themselves with the agenda items.

Meetings for technical assistance may be scheduled through the staff of one of the Regional Offices listed below to provide applicants with an opportunity to discuss a project or program application. Region and Central Office staff will also be available by phone, email or in person (schedule permitting) to answer applicant questions. All staff will be available from November 26, 2007 through the respective application due dates.

REGIONAL OFFICES:

For a paper copy of the site specific application and/or technical assistance for all application preparation, contact one of the Regional Offices listed below:

Capital District Regional Office
 Hampton Plaza, 2nd Floor
 38-40 State Street
 Albany, NY 12207
 Telephone: (518) 486-5012
 Lynn Kopka, Regional Director

Buffalo Regional Office
 Suite 105
 535 Washington Street
 Buffalo, NY 14203
 Telephone: (716) 847-7955
 Thomas H. Van Nortwick, Regional Director

Syracuse Regional Office
 620 Erie Boulevard West, Suite 312
 Syracuse, NY 13204
 Telephone: (315) 478-7179, ext. 200
 Daniel Buyer, Regional Director

New York City Regional Office
 25 Beaver St., 7th Floor
 New York, NY 10004
 Telephone: (212) 480-4543
 Gregory Watson, Regional Director