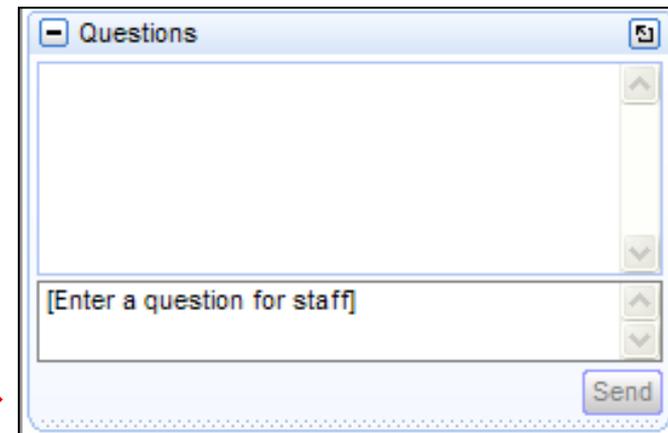
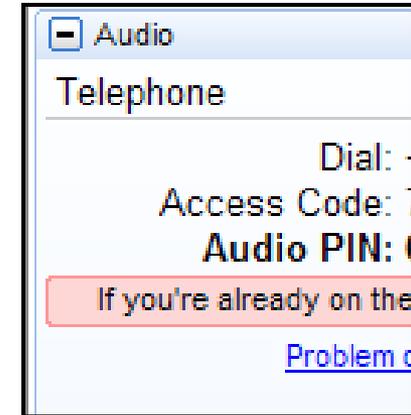


NYS Access to Home & RESTORE Programs

Exit Conference Presentation

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- Please mute your line.
- A PDF of the presentation will be provided by email after the presentation.
- Use the Questions feature on your GotoWebinar toolbar to submit questions. We will respond to questions at the end of the presentation.



NYS Access to Home & RESTORE

Exit Conference Agenda

Summary of Programs

- Overview
- Eligible Activities
- Funding History

Application Process

- Preparing to Apply
- Scoring Criteria

Application Tips

- Common Deficiencies in Unsuccessful Applications
- Common Trends in Successful Applications
- Questions on the Access to Home & RESTORE Programs

Access To Home Program Summary

Overview

- **Access to Home** was created in 2005 to provide resources and TA to assist renters and property owners to make dwelling units accessible for low- and moderate-income persons with disabilities. Article 25 of the NYS Private Housing Finance Law formally establishes the Access to Home Program in statute.
- **Residential Emergency Services to Offer (HOME) Repairs to the Elderly (RESTORE)** was created in FY 1987 by the NYS Aid to Localities bill. Initially part of HOPE, it was created to allow LPAs to respond in a timely fashion to emergency situations involving elderly homeowners.
- Both Access to Homes and RESTORE are administered by the Office of Community Renewal under the direction of the New York State Housing Trust Fund Corporation.

Program Summary

Eligible Activities

Access to Home

- Adaptations are guided by recommendations of local accessibility experts and may not exceed \$25,000 per unit. There are no age restrictions.
- **Permitted updates and renovations include:**
 - Wheelchair ramps, lifts
 - Widening of doorways
 - Changes to bathrooms to allow wheelchair access
 - Lowered, easy-to-reach kitchen adaptations
 - First floor bedroom/bathroom relocation
 - Non-skid flooring
 - Many more...

Program Summary

Eligible Activities

RESTORE

- Funds may be used to pay for the cost of emergency repairs to eliminate hazardous conditions in homes owned and occupied by the elderly when the homeowners cannot afford to make the repairs in a timely fashion.
- Program costs may not exceed \$5,000 per building.
- LPAs are responsible for determining emergency repairs but common examples include repairs to roofs, repairs or replacement of HVAC systems, repair broken stairs (internal or external).

Program Summary

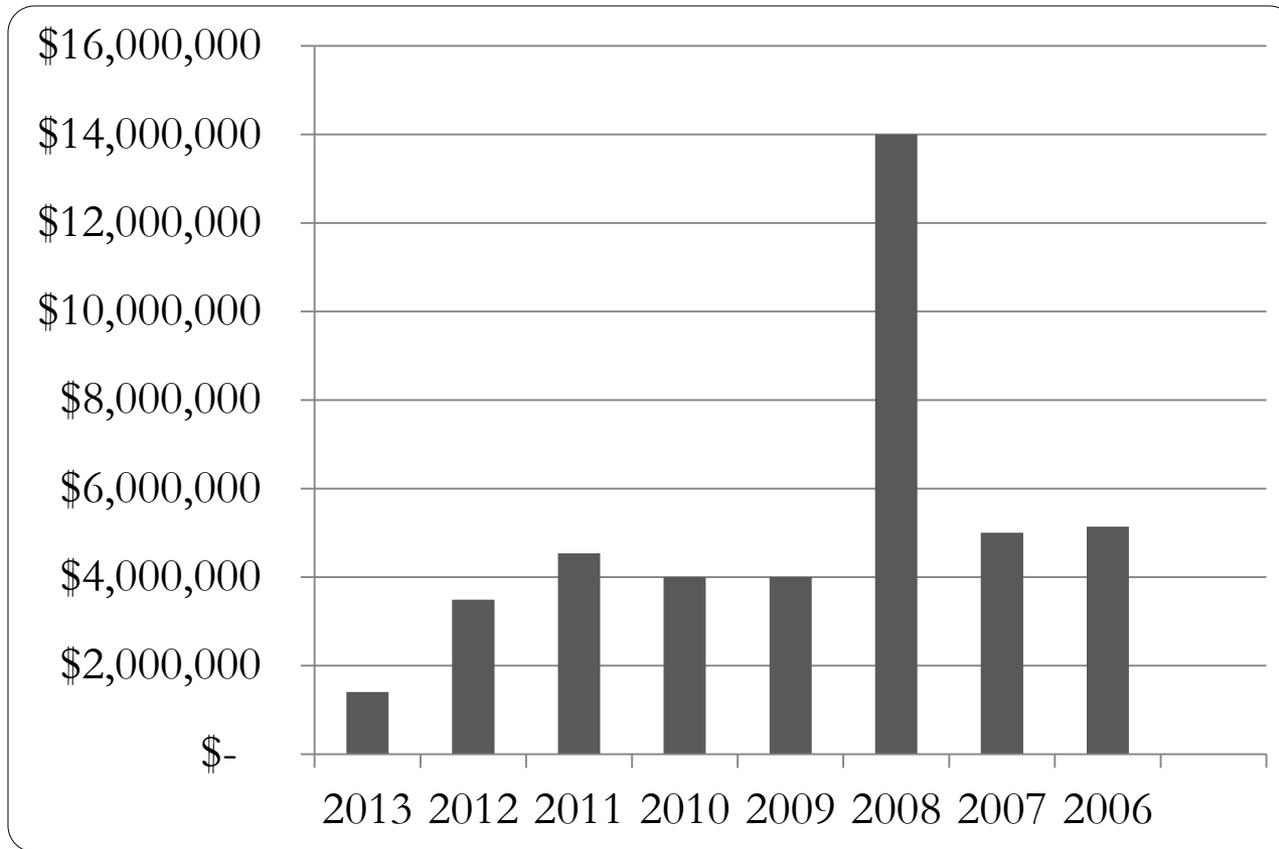
Eligible Activities

Administration

- **Access to Home:** LPAs may reserve up to 7.5 percent of the funding award for administrative purposes. This allows the LPA to have some operating costs of the program be absorbed in the program.
- **RESTORE:** LPAs may reserve up to 5 percent of the funding award for administrative purposes. This allows the LPA to have some operating costs of the program be absorbed in the program.

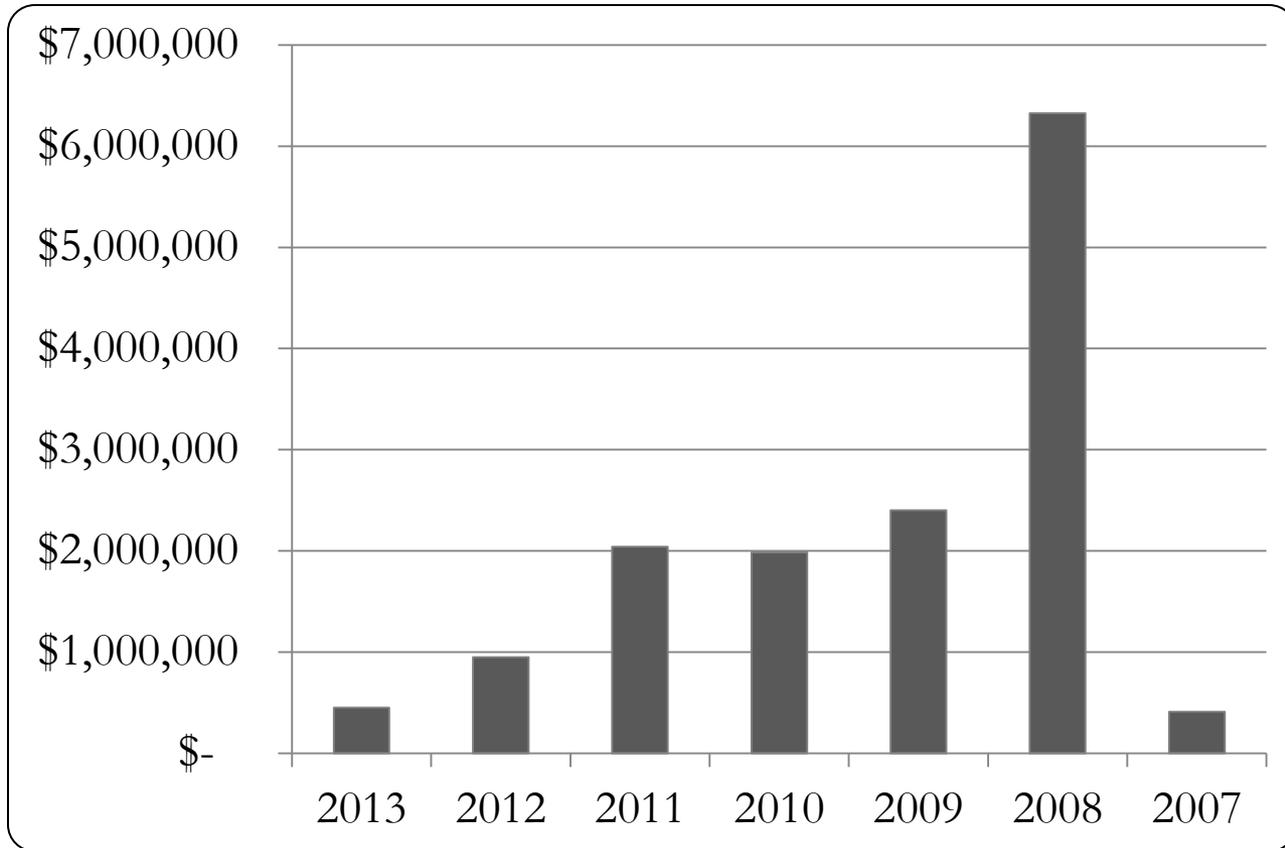
Access to Home Program Summary

Funding History



RESTORE Program Summary

Funding History



Application Process

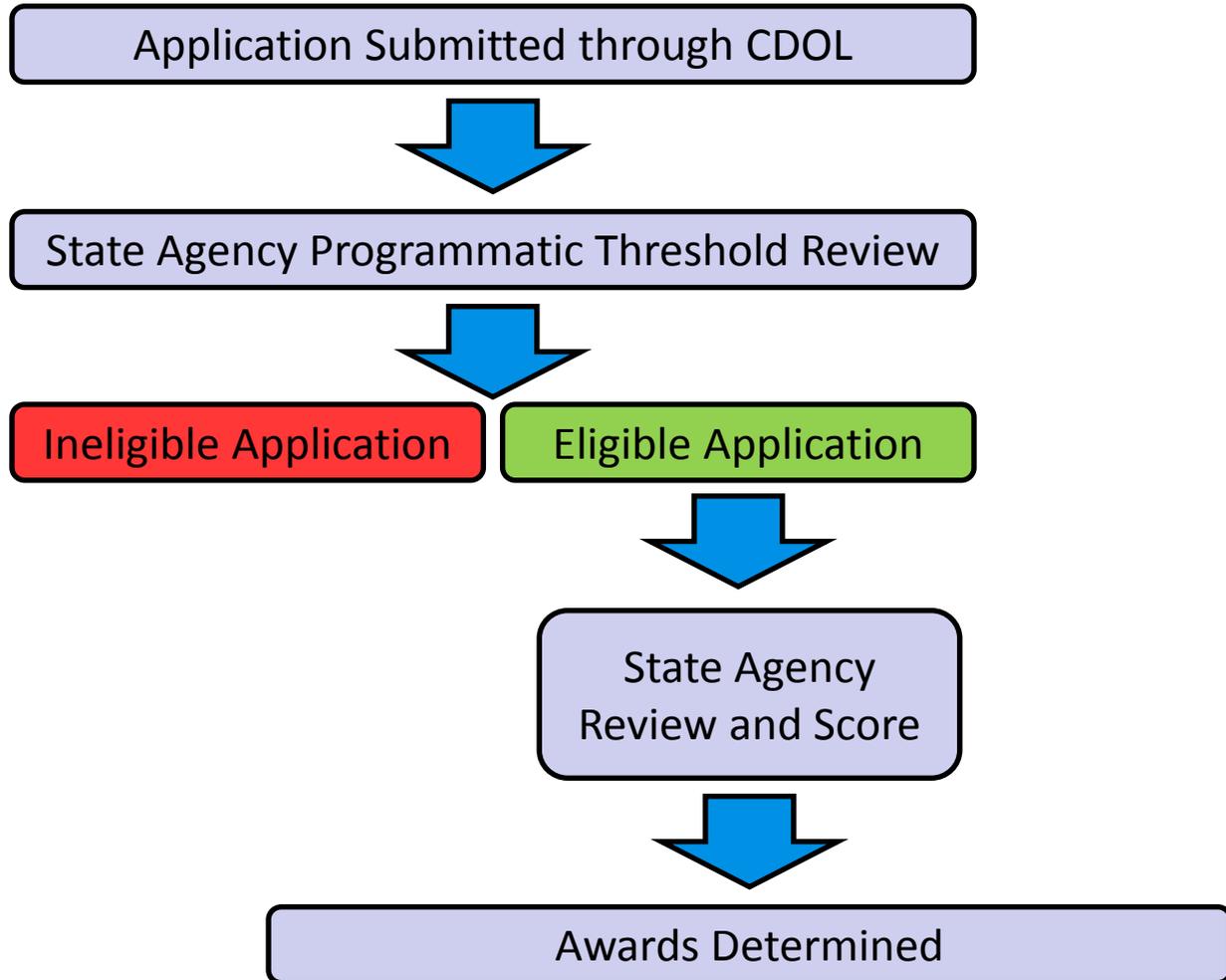
Preparing to Apply

Resources

- Access to Home Program
<http://www.nyshcr.org/Programs/AccessToHome/>
- RESTORE Program
<http://www.nyshcr.org/Programs/RESTORE/>
- Regional Economic Development Councils
<http://regionalcouncils.ny.gov/>
- Community Development Online
<http://www.nyshcr.org/Apps/CDOnline/>



Application Process



Application Tips - CDOL

Budget Table

- A Sources of Funds Exhibit (table) must include the funds requested by the application.
- Example: if the applicant is completing a RESTORE Program application requesting \$50,000 in RESTORE Program funds, that \$50,000 must be listed as pending approval in the sources of funds table.
- The amount indicated in the *Sources* of Funds table, must match the amount indicated as the total project cost in the *Uses* of Funds table.

Application Tips - CDOL

Attachments

- CDOL and the application instructions will tell the applicant which attachments are required.
- The applicant must click 'add', then navigate to the file to upload documents or photos. Once each attachment has been uploaded, the applicant must click submit at the bottom of the page.
- Applicants must click the 'omit' button next to attachments that are not required for their applications.

Application Tips - CDOL

Application Status

Some applicants are unclear on whether or not an application has been successfully submitted.

If the application status says:

- **In progress**, the application is available for the applicant to edit and continue to work on.
- **Certified**, the application exhibits have been successfully completed, the application exhibits have passed validation, but attachments must still be uploaded and certified.
- **Completed**, the application has been successfully submitted, all required steps are complete. (note: if an application does not require attachments, when the application says 'Certified' it is complete)
- **Terminated**, the application was not completed by the deadline.

Access to Home - Application Process

Scoring Criteria

Up to 100 Points

A) Community Need - 10 Pts

- Persons w/Disability
- % w/Disability in Svce Area

B) Transition & Diversion - 10 Pts

- Total Diversion Candidates
- Total Transition Candidates

C) Income Targeting - 5 Pts

D) Coordination of Housing & Supportive Services - 10 Pts

E) Organizational Experience - 10 Points

F) Leveraging - 10 Points

- Leveraged Funds
- Committed Leveraged Funds

G) Program Design & Implementation - Capacity – 45 Points

Access to Home - Application Process

Scoring Criteria

Community Needs; Transition & Diversion Need

- Primarily rely on data
- US Census Data or other Substantiated Data Source
- Community Needs identifies percentage of persons below poverty level with disabilities and over the age of 5
- Transition & Diversion Need identifies persons with disabilities that may be diverted from institutionalization or nursing home care if accessibility modifications are provided

Access to Home - Application Process

Scoring Criteria

Income Targeting

- Determine average income level to be served
- Points awarded for serving lowest income levels

Coordination of Housing and Supportive Services

- Extent to which proposed program has demonstrated links to other disability service providers in the service area
- Formal agreements between applicant and disability providers

Access to Home - Application Process

Scoring Criteria

Organizational Experience

- Applicant's past experience with Access to Home program or other similar programs
- Successful grant administration experience provided for non-HCR programs
- Comparable in size, scope, complexity to proposed Access to Home program
- Program penalty deductions for past incomplete Access to Home awards

Access to Home - Application Process

Scoring Criteria

Leveraged Funds

- Measure committed, eligible sources of funds that will be leveraged by the requested Access to Home funds.
- Other grant sources related to the current project
- Commitments for private financing
- Documentation that verifies the committed funding (public or private)

Access to Home - Application Process

Scoring Criteria

Program Design & Implementation Capacity

Applicant shows ability to administer the program and accomplish stated goals within contract timeframe.

- Demonstrate your understanding of program rules.
- Identify experienced staff who will be responsible for administration. Detail your administrative procedures.
- Identify process for identifying potential program participants
- Tell us about local coordination & partnerships with contractors

RESTORE - Application Process

Scoring Criteria

Up to 100 Points

A) Community Need - 10 Pts

- % Elderly in Service Area
- Elderly Housing Conditions

**B) Housing & Aging Conditions -
10 Pts**

**C) Organizational Experience -
10 Pts**

D) Leveraging - 10 Points

- Leveraged Funds
- Committed Leveraged Funds

**e) Program Design &
Implementation Capacity – 60
Points**

RESTORE - Application Process

Scoring Criteria

Community Needs

- Community Needs identifies extent of need in the proposed service area
- Percentage of low-income elderly homeowners and that need emergency repairs
- Primarily rely on data: US Census Data and/or other substantiated data source

Housing and Aging Services

- Measures demonstrated links to other senior citizen service providers
- Formal agreements between applicant and disability providers

RESTORE - Application Process

Scoring Criteria

Organizational Experience

- Applicant's past experience with RESTORE or other similar programs
- Successful grant administration experience provided for non-HCR programs
- Comparable in size, scope, complexity to proposed RESTORE program
- Program penalty deductions for past incomplete RESTORE awards

RESTORE - Application Process

Scoring Criteria

Leveraged Funds

- Measure committed, eligible sources of funds that will be leveraged by the requested RESTORE funds.
- Other grant sources related to the current project
- Commitments for private financing
- Documentation that verifies the committed funding (public or private)

RESTORE - Application Process

Scoring Criteria

Program Design & Implementation Capacity

Applicant shows ability to administer the program and accomplish stated goals within contract timeframe.

- Demonstrate your understanding of program rules.
- Identify experienced staff who will be responsible for administration. Detail your administrative procedures.
- Identify process for identifying potential program participants
- Tell us about local coordination & partnerships with contractors

Application Tips

How to Improve Your Grant Application

General Comments

- Answer all questions
- Answer the question being asked
- Spelling and grammar – not scored but have an impact
- Access to Home – make sure administrative plan matches the application

Community Needs (Access & RESTORE); Transition and Diversion Need (Access)

- Service area data provided not consistent with program description
- Data source not sufficient

Housing & Aging Services (RESTORE)

- Applicant does not identify linkages sufficiently; will establish if funded
- Applicant does not document linkages
- Applicant does not document two-way linkages

Application Tips

How to Improve Your Grant Application

Income Targeting (Access)

- Serve the lowest-income population feasible

Coordination of Housing and Supportive Services (Access)

- Applicant does not identify linkages sufficiently; will establish if funded
- Applicant does not document linkages
- Applicant does not document two-way linkages

Organizational Experience (Access & RESTORE)

- Make sure experience examples are similar in size, complexity to application
- Provide non-HCR examples
- Very few penalty deductions

Application Tips

How to Improve Your Grant Application

Leveraged Funds(Access & RESTORE)

- Documentation of leveraged funds
- Private funding is half the points available

Program Design & Implementation Capacity (Access & RESTORE)

- Answer all questions
- Narratives do not match program questions
- Acknowledging the question in the narrative is not sufficient
- Ensure Narrative matches other application exhibits
- Cut and paste at your own risk
- Admin Plan requires sufficient detail

Application Tips

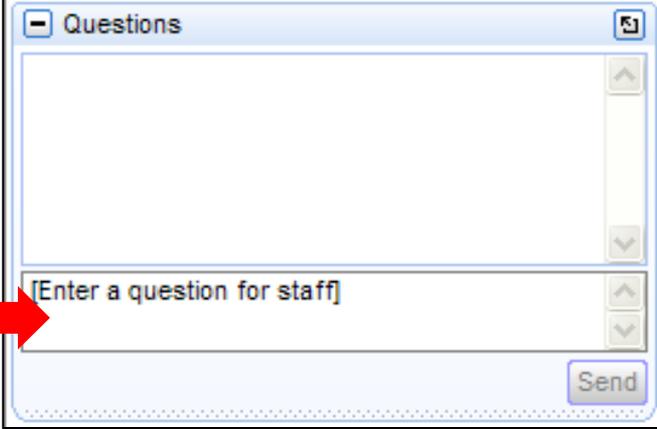
Common Trends in Successful Applications

Successful applications identify the need in the community, have relevant experience and offer a diversified budget.

- For Access to Home applications the administrative plan submitted is clear and concise. It is also consistent with information provided in application exhibits.
- Documentation is key for both leverage and service linkages.
- Past experience is important though not necessarily with the respective programs. Successful applicants verify past program experience but can also show staff are prepared to implement the program immediately upon receipt of funds.

Questions?

Use the Questions feature on your GotoWebinar toolbar to submit questions. We will respond to questions now, and at the end of the presentation.

A screenshot of the GotoWebinar 'Questions' toolbar. The window has a title bar with a minus sign, the text 'Questions', and a maximize button. Below the title bar is a large, empty text area for questions. At the bottom of the window, there is a smaller text input field containing the placeholder text '[Enter a question for staff]'. To the right of this input field are two small vertical scroll arrows. At the bottom right corner of the window is a 'Send' button. A red arrow points from the text area towards the input field.

Application Tips

Questions on the Access to Home and RESTORE Programs

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