



**Georgia Housing and Finance Authority
Multifamily Affordable Housing
2021 Notice of Funding Availability
National Housing Trust Fund Program**

I. Overview

In releasing this Notice of Funding Availability (NOFA), the goal of GHFA is to provide additional funding for 2020 9% Competitive Awards facing a funding gap due to increases in hard construction costs, as well as 2020 4% Credit Applications which have not started construction as of the date of this NOFA.

II. NOFA Requirements

A. Available Funding and Award Limitations

- Up to \$20 million in NHTF funding available.
- Requests must be between \$1.5 million - \$4 million per application.

B. Eligible Applicants. Eligible Applicants include for-profit entities, qualified non-profit entities and Public Housing Authorities which received an award of 9% Credits through the 2020 Competitive Round that is facing a funding gap due to hard construction cost increases, and 2020 4% Applications which have not started construction. The following are eligible to apply: pass-through entities (e.g., partnerships), corporations, tax-exempt organizations (501(C)(3) and 501(C)(4)), and public entities (such as public housing authorities).

C. Eligible Activities GHFA will use NHTF funds to provide funding for 2020 9% Credit Awards to cover increases in hard construction costs and for 2020 4% Applications which have not yet started construction.

Any award and subsequent LURC/LURA will not invalidate any existing restrictions on the property.

DCA will need to undertake a full NEPA Environmental review. Acquisition, commencement of construction cannot occur between the publishing of this NOFA and DCA's finalized review of all Environmental requirements.

All eligible activities must be undertaken in accordance with the following:

- DCA's [NHTF Allocation Plan](#) and federal [NHTF Regulations](#) (see Funding Source-Specific Requirements below for more information)

D. Eligible Costs NHTF loans funded under this NOFA will only be awarded up to an amount which covers increases in construction hard costs since initial application (9% Credits only). NHTF loans funded under this NOFA can cover any funding gap (4% Credits only). Hard costs include site development, unit/building construction, and Contractor Services—which includes General Requirements, Builder's Overhead, and Builder's Profit.

E. Ineligible Activities/Characteristics. The following activities or Application characteristics will be ineligible for funding under this NOFA:

- Applications that exhibit any of the following characteristics as described under Appendix II Scoring, Desirable/Undesirable Activities, subsection B. Undesirable/Inefficient Site Activities/Characteristics (see page 97 of 130 in 2020 QAP):
 - 1(a) inappropriate surrounding land uses
 - 1(b) potential or existing environmental hazards
 - 1(e) located in a food desert
- Applications that propose refinancing of existing debt with DCA NHTF funds
- A project previously assisted with DCA HOME or NHTF funds, during the period of affordability
- Properties that may adversely impact the lease-up or operations of a multifamily development funded by DCA in the preceding two years
- The acquisition of property owned by GHFA
- Delinquent taxes, fees, or charges on properties to be assisted with NHTF funds
- Political activities, advocacy, lobbying (whether directly or through other parties), counseling services, travel expenses (other than those eligible under 93.202 (b)), or preparing or providing advice on tax returns
- Any other cost not eligible under 24 CFR 93.201 and 93.202
- NHTF funds may not be used for operating assistance, except in the form of upfront-funded reserves
- Other ineligible activities as set forth in the 2020 DCA Qualified Allocation Plan, 24 CFR 92, and 24 CFR 93.

NHTF Draw requests will be limited to Hard Cost payments only

F. Subsidy Limits The maximum per unit subsidy limits for NHTF under this NOFA are HUD's applicable limits for the HOME program, currently:

<https://www.hudexchange.info/resource/2315/home-per-unit-subsidy/>

Note: It is DCA policy to follow the HUD published HOME subsidy limits for NHTF development and unit designations.

BR Size	Section 234 - Elevator	Multiplier	NHTF Subsidy limit
0	\$63,881	2.4	\$153,314
1	\$72,230	2.4	\$173,352
2	\$89,049	2.4	\$213,718

3	\$115,201	2.4	\$276,482
4+	\$126,454	2.4	\$303,490

G. Additional requirements

- DCA reserves the right to deny Applications, prior to Consent award, which are determined to pose an undue risk to DCA or GHFA.
- All selected properties will be subject to a stringent underwriting review and must be approved by the DCA Project Loan Committee (Committee) prior to final commitment of funds. Properties that are determined by the Committee to pose an undue risk to DCA or GHFA after a full underwriting review will not receive a final commitment of funds.
- Applicant must demonstrate it meets experience and capacity requirements for other federal, state, or local housing programs that may be used in conjunction with NHTF funds to ensure compliance with all applicable requirements and regulations of such programs.
- Applicants must make acceptable assurances to GHFA that it will comply with the requirements of the NHTF program during the entire period between selection and conclusion of all NHTF-funded activities.
- Applicants must comply with all applicable federal or state laws, regulations and other requirements now or hereafter in effect. The Project Team, as defined in the QAP, is responsible for ensuring the proposed program, activities, goals and timetables comply with all federal or state laws, regulations and other requirements.

Areas covered by the applicable laws and regulations include but are not limited to: Non-Discrimination and Equal Access; Fair Housing and Equal Opportunity; Accessibility; Contracting and Procurement; Environmental; Lead Based Paint; Acquisition and Relocation; Financial Management; Labor Standards; and Immigration, Title VI of the Civil Rights Act of 1964, as amended, Age Discrimination Act of 1975, As Amended, Title VIII of Civil Rights Act of 1968, Affirmative marketing in accordance with 24 CFR 92.351, Section 3 of the Housing and Urban Development Act of 1968, Georgia Fair Lending Act, Section 504 of the Rehabilitation Act of 1973, Procurement Standards at 24 CFR 85.36, 24 CFR Part 84, and OMB Circular A-110, HOME Program Conflict of Interest Provisions

III. NHTF Requirements

- A. The availability and use of NHTF funds are subject to Federal NHTF regulations (24 CFR Parts 91 and 93), and any amendments thereto including the final regulations published by the Department of Housing and Urban Development (HUD) in the Federal Register. All recipients of NHTF under this NOFA are responsible for complying with [24 CFR 93](#).
- B. **Loan terms.** DCA NHTF loans funded under this NOFA will have the following terms:
 - Term and period of affordability: 30 years
 - Interest: 0% interest permanent loan
 - Repayment:

- forgivable at the end of the 30-year compliance period
- no periodic payments

C. **NHTF units.** Units designated as NHTF units must be rented to NHTF-eligible households for a period of 30 years. NHTF eligibility is determined by the greater of (a) the poverty line and (b) 30% of area median income.

- Applicants can find HUD-published NHTF household income limits at this link: <https://www.hudexchange.info/programs/htf/htf-income-limits/>

D. **Historic Preservation**

- Project activities, including demolition, must not be performed on properties that are either listed in or determined eligible for listing in the National Register of Historic Places, unless the project activities meet the Secretary of the Interior's Standards for Rehabilitation, either as certified through the Federal or State historic rehabilitation tax credit programs or as verified by someone that meets the relevant Secretary of the Interior's Professional Qualification Standards.

E. **Environmental Provisions**

- All selected properties must comply with the HTF Environmental Provisions under the HTF Property Standards at 24 CFR 93.301(f).

F. **Relocation**

- All selected properties, including those with single-family homes or non-residential tenants, must comply with the provisions of the 2022 DCA Relocation Manual and the Uniform Relocation Act (49 CFR Part 24), and any amendments thereto.

G. Davis Bacon is not applicable.

H. For more information on the NHTF closing process, see this PowerPoint presentation https://www.dca.ga.gov/sites/default/files/dca_loan_closing_process_-_final_0.pdf

IV. Application Process and Timeline

A. Application Submission Requirements:

NOFA Application Submission Requirements The following documents comprise a complete NOFA application (due December 01, 2021). See section IV. *Funding-Source Specific Requirements* below for additional required documentation specific to NHTF.

- Updated [2020 Core Application](#) with:
 - Updated Part III-Sources of Funds
 - Updated Part IV-A-Uses of Funds
 - Updated Part V-Utility Allowances (if applicable)
 - Updated Part VI-Revenues & Expenses; Unit mix (to include Extra Low-Income units)
 - Updated Part VII-Pro Forma

- HOME Allocation tab to determine NHTF units needed – use the 2021 Core Application Tab/Part X-HOME NHTF Units Calc
 - Note: This is the only tab that needs to be filled out on the 2021 core ap as part of the NOFA submission.
 - 2021 Core App link: <https://www.dca.ga.gov/node/7253>
- Updated Market Study relating to new unit mix (which incorporates 30% AMI Units)
- Updated Relocation documentation (if applicable):
 - New or Updated Relocation Plan
 - New or Updated Relocation Budget
 - New or Updated Relocation Worksheet
 - New or Updated Signed Certification
 - DCA may request additional documentation such as household data forms, rent rolls, and relevant HUD documentation if necessary to complete the relocation review.
- Updated Commitments:
 - Loan commitments and equity commitments as referenced in the Updated Core Application (Part III Sources).
 - Rental assistance and/or government financial assistance contract (if applicable)
- Updated Environmental report if a previous submission did not contain the following:
 - HOME HUD Environmental Questionnaire
 - 8 step process supporting documentation (if applicable)
 - HOME Site and Neighborhood Standards Certification, and Supporting documentation

Note: Please include the original Environmental report if it contained all of the above info

- MBE/WBE outreach plan guide form
- For 2020 9% awards, finalized construction bids
- For Selection Criteria:
 - Selection Criteria narrative
 - Supporting documentation for applicable Selection Criteria

Submission Instructions One complete NOFA application comprising the above documentation should be submitted in one or more zip files through Emphasys. The zip file(s) should follow the NOFA application organization structure on the DCA website. Applicants should label the file “**2021 NHTF NOFA**”.

Applications for funding and all applicable fees will be accepted until the deadline of 4:00 p.m. EST on the dates described below. Any Application received after the deadline will be ineligible.

DCA will post the NOFA Core Application and associated forms within one week of the NOFA release date.

B. Submission and Review Timeline

Applicants must submit an application to DCA during the application period referenced below.

NOFA Application and Post-Award Timeline	
<i>Item</i>	<i>Date</i>
NOFA release	October 15, 2021
NOFA application deadline	December 01, 2021
Anticipated HOME/NHTF Consent award announcement	December 31, 2021

Applications awarded under this NOFA will receive a NHTF consent.

DCA will proceed with the full environmental review as soon as possible after applications are selected.

Prior to closing, Applicants which utilize NHTF funding will need to submit to DCA's Construction Services Department the DCA 60-day submission, DCA Review Submission, and Loan Closing Submission. See the 2020 Architectural Submission Transmittal here:

<https://www.dca.ga.gov/node/6601>

PLACE AN 'X' IN THE BOX NEXT TO EACH DOCUMENT SUBMITTED	
60 DAY SUBMISSION (due no later than 60 days after announcement of awards; or no later than March 30, 2021)	
01	<input type="checkbox"/> DCA Award letters (copy of Carryover and HOME Consent ltrs/exhibits)
02	<input type="checkbox"/> ALTA/ACSM Land Title Survey
03	<input type="checkbox"/> Geotechnical Report (new construction only)
04	<input type="checkbox"/> Owner/Architect Agreement - Executed
05	<input type="checkbox"/> Contractor Approval Package (see HOME Underwriting Policies of the 2020 QAP Threshold)
06	<input type="checkbox"/> Accessibility Consultant DCA Qualifications Package (see Accessibility Manual for requirements)
07	<input type="checkbox"/> Accessibility Consultant Agreement
08	<input type="checkbox"/> Accessibility Contractor and Subcontractor Training Sessions Action Plan (submit a document that states how this will be accomplished (min. two training sessions))
09	<input type="checkbox"/> Sustainable Building Certification "draft" scoring sheet for the development and related Consultant Agreement
10	<input type="checkbox"/> HERS Rater Consultant Agreement (agreement/proposal)
11	<input type="checkbox"/> Copy of Rehabilitation Standards Threshold Section "Energy Audit Report (ECM)" that was due/submitted with the application (rehab projects only)
12	<input type="checkbox"/> 3rd Party Cost Reviewer DCA Qualifications Package (ALL projects)
13	<input type="checkbox"/> DCA Amenities & Design Options Re-Certification form (per the awarded CORE application)
14	<input type="checkbox"/> DCA Approved Architectural Waivers/Optional Amenities (including evidence of DCA approval)
15	<input type="checkbox"/> DCA Approved Project Concept Changes (including evidence of DCA approval)
16	<input type="checkbox"/> Other: <input style="width: 100%;" type="text"/>

DCA#:	1/0/1900	Program: 2020 NHTF 9pct	Page: 01 of 02
PLACE AN 'X' IN THE BOX NEXT TO EACH DOCUMENT SUBMITTED			
DCA REVIEW SUBMISSION (Due 45 days prior to DCA construction loan closing and no later than May 30, 2021)			
01	<input type="checkbox"/>	DCA Construction Document Log (drawing log) (DCA Review Set)	
02	<input type="checkbox"/>	DCA "Review Set" of drawings (plans) (see directions for definition of "DCA Review Set") (no paper set required-PDF only)	
03	<input type="checkbox"/>	DCA "Review Set" of Project Manual (specs) (no paper set required-PDF only)	
04	<input type="checkbox"/>	DCA Schedule of Values form (DCA Review Set)	
05	<input type="checkbox"/>	DCA Amenities & Design Options Re-Certification form	
06	<input type="checkbox"/>	Owner/Contractor Agreement - Draft (current A101 Stipulated Sum or A102 Cost of Work Plus Fee With a Guaranteed Maximum Price forms)	
07	<input type="checkbox"/>	Other Construction Hard Cost Work Scope (support documentation for work not included in O/C agreement)	
08	<input type="checkbox"/>	Construction Schedule - Draft (DCA Review Set)	
09	<input type="checkbox"/>	Third Party Front-End Cost Review (DCA Review Set) (ALL projects)	
10	<input type="checkbox"/>	Narrative that identifies each Carryover Allocation letter "Assumptions & Conditions" and provides a status update of each condition (Construction Svcs Dept items (ex.: wetlands delineations, noise mitigation plans, etc.) (restate each C.o.F in the narrative)	
11	<input type="checkbox"/>	Federal Work Authorization Affidavits (E-Verify)	
12	<input type="checkbox"/>	DCA Approved Architectural Waivers/Optional Amenities (including evidence of DCA approval)	
13	<input type="checkbox"/>	DCA Approved Project Concept Changes (including evidence of DCA approval)	
14	<input type="checkbox"/>	Other:	
LOAN CLOSING SUBMISSION (due 10 days prior to DCA construction loan closing)			
01	<input type="checkbox"/>	DCA Construction Document Log (drawing log) (DCA Contract Set)	
02	<input type="checkbox"/>	DCA "Contract Set" of drawings (plans) (see directions for definition of "DCA Contract Set") (no paper set required-PDF only)	
03	<input type="checkbox"/>	DCA "Contract Set" of Project Manual (specs) (no paper set required-PDF only)	
04	<input type="checkbox"/>	Addendum incorporating/outlining revisions from "DCA Review Set" into the "DCA Contract Set"	
05	<input type="checkbox"/>	DCA Schedule of Values form (DCA Contract Set)	
06	<input type="checkbox"/>	DCA Amenities & Design Options Re-Certification form	
07	<input type="checkbox"/>	Owner/Contractor Agreement - Executed (DCA Contract Set)	
08	<input type="checkbox"/>	Other Construction Hard Cost Work Scope (support documentation for work not included in O/C agreement)	
09	<input type="checkbox"/>	DCA Approved Architectural Waivers/Optional Amenities (including evidence of DCA approval)	
10	<input type="checkbox"/>	DCA Approved Project Concept Changes (including evidence of DCA approval)	
11	<input type="checkbox"/>	Other:	

C. Further Questions

A copy of this NOFA and other related materials are available on the DCA website. Frequently Asked Questions and Answers will be posted to this site. All question should be directed to hfdround@dca.ga.gov until the close of this NOFA, with a subject line of "2021 NHTF NOFA".

V. Selection Criteria

In the event DCA receives funding requests in excess of funds available, DCA will use the following criteria in selecting applications that will be funded. It is the applicant's responsibility to submit sufficient documentation to receive consideration of any Selection Criteria.

DCA may fund, in whole or in part, any, all, or none of the Applications submitted. The scoring does not vest in an applicant or development any right to NHTF funds in any amount.

A. Tiebreakers

Applicants which both demonstrate a clear funding gap and which utilize the most NHTF funds will be prioritized.

B. Selection Criteria Details

In addition to the NOFA worksheet, applicants must include a Selection Criteria narrative. This narrative must detail how the applicant believes the application is competitive for each Selection Criterion outlined below.

Selection Criteria
<p>1. Unit mix</p> <ul style="list-style-type: none">• (2 points) Application includes PBRA with 30% AMI units that covers all NHTF units.• (1 point) Application includes PBRA with 30% AMI units that covers 50% or more of NHTF units. <p>PBRA must be substantiated with a Commitment.</p>
<p>2. Lien position</p> <ul style="list-style-type: none">• (3 points) NHTF loan is in lien position 1.• (2 points) NHTF loan is in lien position 2.• (1 point) NHTF loan is in lien position 3. <p>Noted through 2020 Core Application, part III-Sources.</p>
<p>3. Readiness to proceed</p> <ul style="list-style-type: none">• (2 points) Application includes evidence of permit approval from local authority <p>Please include permits in application documentation.</p>