

Portland Housing Bureau
Affordable Rental Housing
Notice of Funding Availability (NOFA)
Frequently Asked Questions

This FAQ will be updated periodically with additional questions and answers.

The following 2 postings are new as of Wednesday, March 24, 2010:

- 1. 3/24/10 Where in the application should I indicate that my project is applying for Project Based Section 8 vouchers?**

On the third page of Appendix A below the Unit Mix in the Project Based Rental Assistance Request section. You should also include the Project Based Section 8 request in the Project Overview Narrative as you describe your target population.

- 2. 3/24/10 Can my project apply for only Project Based Section 8 vouchers through this NOFA with no capital funding request?**

Yes, applications will be accepted for only Project Based Section 8 vouchers. You are still required to fill out the entire application package.

The following 12 postings are new as of Thursday, March 11, 2010:

- 3. 3/8/10 Are you expecting me to have the seller sign the Disclosure to Seller with Voluntary Arm's Length Purchase Offer? We are not applying for the funds for the purchase of the property.**

This needs to be filled out if you have yet to acquire the property, or acquired the property within the last year.

- 4. 3/8/10 What is the PHB NOFA # and PHB Affordable rental housing NOFA that you would like to see in the cover page?**

You can skip the PHB NOFA # and just list PHB Affordable rental Housing NOFA on the cover page.

- 5. 3/8/10 Does page 15 accurately address all of the deliverables # 1 – 8? Besides the pro forma, is Funding Application (Appendix A) the only other addendum to actually fill out and include?**

You also need to fill out Appendix B- Application Processing Review for all transactions.

6. 3/3/10 **What would be a reasonable number of units for this application?**
It really depends on what goals you are hitting and the level of subsidy that would need to be involved.
7. 3/3/10 **What would the rent be for a person at 30% MFI?**
See http://www.pdc.us/pdf/housing_services/HUD-MFI-Rents.pdf
8. 3/3/10 **Will a project with “the most units” win out over other projects?**
Not necessarily, projects may have a unit income mix and we will be looking at projects that strike a good balance between getting “the most for the money” and meeting the outlined goals.
9. 3/3/10 **How do we best structure our proposals with requests for Project Based Section 8 vouchers with the uncertainty of how many you will actually have available? What if the project only works with the vouchers factored in but we end up not getting them?**
HAP will have new requirements this year. They will not award the PBS8’s unless the request is for a minimum of 10. Your proposal should have an alternate structure for contingency of not having the vouchers included in the product to be successful.
10. 3/3/10 **What if my project already has 4 PBS8’s committed (but no contract signed), can my request be for just 6 more?**
Yes.
11. 3/3/10 **What if our project wants to serve a “hard to house” population but we don’t necessarily have a plan for the service dollars needed to sustain that population?**
Applicants should include in their proposal a willingness to work out a partnership with a service agency. PHB will be happy to assist with helping to establish these types of partnerships. The details on services don’t have to be fully fleshed out in the application.
12. 3/3/10 **Will the projects be subject to subsidy layering requirements?**
Yes, if there are PBS8 vouchers involved.
13. 3/3/10 **When there are PBS8 vouchers included in the project is HAP responsible for income verification?**
Yes, in the event they are awarded, HAP would be responsible for verification of income.
14. 3/3/10 **Do I have to fill out the relocation section if it is not applicable to my project?**
Yes. If particular questions do not pertain to your project, you will need to mark “no” in the appropriate box and write N/A in the space given for narratives. We need to have a record that these issues were considered at the time of application. NOTE: Even if you do not plan on relocating tenants, or owners, notices are still required by regulation to be given as general information.

Other Details/Things to Remember:

- An acquisition rehab project will most likely trigger Davis Bacon requirements.
- TIF dollars within a URA will trigger BOLI requirements.

- Section 108 awards are subject to additional approval from HUD. And are subject to all the same requirements as CDBG funding.