

**The State of Connecticut
Department of Housing**

NOTICE OF FUNDING AVAILABILITY

Homeownership Projects and Programs

Deadline for Submission of Applications: March 2, 2015

This Notice of Funding Availability (this “NOFA”) is directed to applicants seeking to create homeownership opportunities for eligible households throughout the State. Assisted properties must be owner-occupied properties comprising 1 to 4 units that create or preserve affordable housing units.

A. Goals of this NOFA:

The State of Connecticut Department of Housing (“DOH”) is committed to expanding opportunities for safe, decent and affordable housing for its residents. Affordable housing promotes healthy lives, strong communities and a robust economy. Affordable housing units are urgently needed throughout the State. The goal of this NOFA is to expand affordable housing opportunities by fostering the creation of affordable homeownership properties in Connecticut.

B. Eligible Applicants:

Applicants eligible for consideration under this NOFA include any entity that is an “Eligible applicant” under Connecticut General Statutes (“CGS”) § 8-37pp(a)(4), including, without limitation, a non-profit entity, a municipality, a housing authority, any partnership, limited partnership, limited liability company, joint venture, sole proprietorship, trust or association having as one of its purposes the construction, financing, acquisition, rehabilitation or operation of affordable housing, and having basic documents of organization approved by the Commissioner of DOH, and any combination of the foregoing.

C. Eligible Projects and programs:

Eligible activities under this NOFA include both (a) homeownership Projects and (b) programs that finance or otherwise facilitate: the construction, purchase or rehabilitation of homeownership units; the conversion of small multifamily rental properties to owner-occupied multi-family properties; critical improvements necessary for accessibility for owner-occupants and to owner-occupied small multi-family properties. A Project must specify one or more properties to be developed in a single phase.

D. Funding Amount:

The aggregate amount of funding to be made available under this NOFA is approximately \$30 million. It is expected that applicants will propose Projects and/or programs that leverage DOH’s financial assistance with substantial financial and/or in-kind resources from other sources, particularly private sources of debt and equity, but also financial and other commitments from

local organizations, businesses, and associations and the local municipality to support the proposed Project or program.

Pursuant to Public Act 14-98, Section 85, up to \$20,000,000 of the funding will be reserved for Projects and programs located in or serving Hartford, New Haven, Bridgeport, New London, New Britain, Norwalk and/or Stamford (each a “Statutorily Designated City”).

Approximately \$10,000,000 of the funding will be reserved for communities other than those listed above. Preference will be given to Projects and/or programs that propose to serve one or more Strong Homeownership Market Communities, as defined in the Affordable Homeownership Rating and Ranking form.

No Project should contemplate financial assistance from DOH in an amount greater than \$5,000,000 or less than \$500,000.

No program should contemplate financial assistance from DOH in an amount greater than \$3,000,000 or less than \$500,000.

E. Funding Source:

It is anticipated that funding for Projects and programs selected under this NOFA will be provided through the Affordable Housing Program. Such funding is subject to the requirements of CGS § 8-37pp, et seq., including the limitation that such funds serve persons and families whose household incomes do not exceed 100% of the applicable area median income. All proposed Projects and programs must be eligible under CGS § 8-37pp.

F. Application Submission Requirements:

Applicants must use the CHFA/DOH **2014 Consolidated Application** version (the “ConApp”) which is available at DOH’s website at www.ct.gov/doh (the “DOH Website”). The **2014 Consolidated Application** was jointly released by CHFA and DOH on September 8, 2014. The **2014 Consolidated Application** represents a major change from prior consolidated applications, including the reduction in size to a single Excel workbook and the creation of Excel macro navigation tools. It is recommended that all applicants become familiar with the new form. All application materials **must** be submitted via electronic submission through the State’s Biznet portal for the ConApp. The Biznet portal can be found at <http://das.ct.gov> or by clicking the Biznet button on the right side of the DOH Website. **Hard copies of application materials will not be accepted** except for architectural drawings and project manuals, which must be submitted in hard copy to DOH by the March 2, 2015 4:00 p.m. deadline.

Each application proposing a Project or a program in a Statutorily Designated City must include a letter of support from the chief elected official of that city.

After the submission deadline, an applicant may be asked to provide additional information regarding its application.

G. Application Questions and Deadlines:

The submission deadline for funding applications under this NOFA is 4:00 p.m. on Monday, March 2, 2015. Applications received through this State's Biznet portal prior to the deadline will be considered for funding.

Prior to the submission deadline above, applicants may contact Colette Slover via email at colette.slover@ct.gov with any questions regarding this NOFA. All such questions received before 4:00 P.M. on February 13, 2015, will be answered on a rolling basis and the questions and answers will be posted on the DOH Website. An announcement of the awards of funding under this NOFA is anticipated to be made in June 2015.

H. Selection Criteria:

Projects and programs will be rated and ranked based on the Affordable Homeownership Rating and Ranking form, to be available on the DOH Website on or before October 30, 2014.

I. Reservations:

All applications submitted in response to this NOFA are the sole property of the State and subject to the provisions of Connecticut's Freedom of Information Act, CGS §1-200 et seq., which provides that public records and documents are subject to public access and copying unless specific exemptions to disclosure exist. If an applicant believes that portions of its application are exempt from disclosure, the applicant should mark the specific portions as confidential. Acceptance of an application by DOH which contains such reservations is not an agreement that the material is confidential or exempt from disclosure. DOH reserves the right to amend or cancel this NOFA, to modify or waive any requirement, condition or other term set forth in this NOFA or the Consolidated Application, to request additional information at any time from one or more applicants, to select any number of applications submitted in response to this NOFA, or to reject any or all such applications, in each case at DOH's sole discretion. DOH may exercise the foregoing rights at any time without notice and without liability to any applicant or any other party. Applications to this NOFA shall be prepared at the sole expense of the applicant and shall not obligate DOH to procure any of the services described therein or herein from any applicant. DOH shall not be obligated to any applicant until a final written agreement has been executed by all necessary parties thereto and all applicable approvals have been obtained.