

Polk County Housing Trust Fund

FY2020 Housing Allocation Plan (Page 1 of 2) (Board Approved June 7, 2019)

| Program & Maximum Funding | OBJECTIVE | APPLICANT | USES | POPULATION | LOAN/GRANT | UNDERWRITING | TERMS/CONDITIONS | APPLICATION DUE DATE |
|---|---|---|---|--|-----------------|--|---|---|
| Pre-Development - Technical Assistance \$30,000.00 | Support affordable Housing Planning and facilitate organizations that sponsor such housing. Assist with preliminary planning activities or housing studies. | Local communities, non-profit & for-profit developers | Comprehensive needs assessment in pursuit of affordable housing projects/activities. Appraisal, market study, survey, site plan, environmental phase 1, abstracting, 106 reviews, architect- engineer assistance, pro forma, legal fees, permit/application fees. Technical assistance with strategic plans, business plans, etc. | ≤80% MFI Individuals or families | Grant | Demonstrates need for program; Cash match; Amount of request & budget of project; sources/uses of leverage monies | <p>\$10,000 maximum award</p> <p><u>Requires:</u></p> <ul style="list-style-type: none"> • 25% matching monies • Final performance report | Open year round or until all monies awarded (7/1/19) |
| Single Family Home Ownership \$270,000.00 | Assist low-moderate income residents in buying safe, well built, affordable single-family housing units in Polk County | Non-profit or for-profit entities | New Construction or acquisition & rehabilitation of vacant single-family properties | <80% MFI Individuals or families | Forgivable Loan | Applicant Track Record; Market Feasibility; Financial Characteristics; Supportive Services; Density. | <p><u>Funding Restrictions:</u></p> <p>Income levels, housing type, construction costs.</p> <ul style="list-style-type: none"> • Forgivable loans, <i>for the hard costs of the home</i>, are secured through a lien enforceable for 10 years. • A 1:1 leverage match is required; sources negotiable (except HHEB) • Home buyers PITI at or <30% of gross income • The number and dollar amounts of individual grants/forgivable loans will be determined by the Grantee for a total not to exceed the award amount. At the time of closing PCHTF will issue funds to the lender in first position. Non-profits have an option to advance monies at the beginning of construction/rehab, on individual properties, provided a mortgage is in place. The homebuyer will assume this mortgage at closing. | Jan. 2020 |
| Owner Occupied Repair \$600,000.00 | Sustain affordability & viability while maintaining safe & environmentally healthy housing stock | Local governments and non-profit housing entities | Repairs, preventative maintenance and deferred maintenance; and may include Lead Base Paint remediation | Single Family homeowners @≤80% MFI who reside in Polk County | Grant | Program experience; Program needs; Financial Feasibility; ≥50% of open PCHTF grants must be committed before applicant can apply for a new grant | <p><u>Maximum Funding Restrictions:</u></p> <ul style="list-style-type: none"> • \$ 7,500. Lead programs \$10,000 • Grants are secured on projects over \$4,500 through a 5-year lien to ensure affordability guidelines are enforceable; or as required by federal rules • A 1:1 leverage match is required; except for HHDSM properties • Emergency Repairs Only & \$1,000 lifetime on Mobile Homes | Nov. 2019 |
| Rental Development \$400,000.00 | Support and fund additional safe, well-built affordable rental housing units in Polk County | Non-profit developers, for-profit developers | New construction or rehabilitation, acquisition, conversion, renovation/ relocation of vacant properties | ≤80% MFI | Loan Grant | Project must be able to cash flow with DCR of 1:15 or greater; Market feasibility; Demonstrates need | <p><u>Funding Restrictions:</u></p> <p>\$100,000 maximum project award for projects developed in areas of Very High Opportunity as defined by 2018 QAP. Any projects must have at least 20% of the units <50% AMI & maintain 15-year affordability. Any projects may apply for up to an additional \$75,000 per unit for units <30% AMI and maintain 15-year affordability. No limits on the number of <30% AMGI units per project.</p> <ul style="list-style-type: none"> • A 1:4 leverage match is required for all projects. • Housing costs <30% of tenant’s gross income. (not applicable to LIHTC projects) | 1 st Round Sept. 2019 |

TOTAL HAP FOR FY2019 – see page 2

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|---|--|-----------------------------------|---|--|-------------------|---|---|--|
| Capital Improvement of Existing Rental Housing \$50,000.00 | Sustain the affordability and viability of rental units for low & very low-income people | Non-profit or for-profit entities | Capital repairs, replacements, upgrades (capital improvements which may bring units to rental code standards); and may include Lead Based Paint remediation | Units for individuals or families ≤50% | Grant/Loan | Applicant Track Record; Financial Characteristics; Readiness to proceed; Project must be able to cash flow; Sustainability Plan | <u>Funding Restrictions:</u> Secured with lien if ≥\$7,500 to ensure affordability for 5 years. Single Family: Maximum award for one address of \$25,000 during a 10-year period. Multi-Family: Maximum award for one unit of \$5,000 and no more than \$150,000 for a MF project during a 10-year period. | Open year round or until all monies awarded (7/1/19) |
| Capacity Building \$200,000.00 | | Non-profits | Programs that produce or preserve units. | ≤80% MFI | Grant | PSS Committee | | July 2019 |
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TOTAL HAP - \$1,750,000.00 (approximate)