

**Frequently Asked Questions for 2018 LBB Preservation NOFA #5006
Questions and Answers as of December 10, 2018**

Submit questions, with subject line identifying LBB NOFA #5006 to MFNOFA@oregon.gov

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Q: I would like to confirm that the attached (page 13) from the LIHTC Conduit Bond Pre App packet – specifically the OAHTC pass through - does not apply in our case, as we are a preservation project. Please let me know if this is not correct.

A: Correct. OAHTC pass through would not apply.

Q: The NOFA lists priorities for evaluating projects based the location being either rural or urban. But NOFA pages 6 and 11 seem to only describe scattered site projects that are entirely urban (“urban scattered site”) or entirely rural (“rural scattered site”). What are the evaluation criteria for a scattered site project that incorporates both urban AND rural properties? Specifically:

a. Does a combined urban+rural scattered site project need to meet 25% of units with federal rent assistance in the aggregate (in sum) or individually (each property)? (page 6 of NOFA)

A: If the project combines scattered sites in urban and rural areas, the project needs to satisfy the requirements under both definitions. Sites defined as urban need to meet the definition of having at least 25% of the units with federal project based rent assistance; allow sites that are not expiring within 7 years as long as the majority of the units in the scattered site project are in building with expirations within 7 years. Sites defined as rural need to meet the definition of having at least 25% of the units with federal project based rent assistance; allow sites that are not expiring within 7 years as long as the majority of the units in the scattered site project are in building with expirations within 7 years.

Q: Section 3.4.1 (page 11) of NOFA “Projects in rural areas where tenants would NOT receive a rent assistance voucher will be prioritized secondarily.” Similarly, Application Part 3.3(b) states “how many tenants would NOT receive a rent assistance voucher, if the project rent subsidies where [sic] to expire.” Are you referring to the hypothetical situation where existing residents may be able to receive portable Housing Choice Vouchers (HCVs) in the event that the project-based vouchers expired at the project? If so, how are you wanting us to answer this question – do we look at incomes on a rent roll for eligibility, or go as far as to contact the local housing authority to see if such HCVs are actually available? Please explain what OHCS is looking for.

A: OHCS is not referring to a hypothetical situation. There are situations in rural areas where tenants would not receive a rent assistance voucher. This could take place in a project where RD is party to the transaction. OHCS would like for you to enter the total number of tenants that would not receive a rent assistance voucher.

Q: NOFA Section 3.4.2 (page 11) states “Projects in urban areas where the percentage of tenants with rent assistance in the project(s) that have incomes below thirty percent (30 %) Area Median Income (AMI) will be prioritized secondarily” (emphasis added). This seems to mean existing residents with incomes under 30%, per a current rent roll. However, Part 3.3(b) of the Application states “percentage of the rent assisted units with restrictions for incomes below 30%AMI” (emphasis added). This makes it sound like the restrictions are the desired metric. Are these meant to be the same thing, or different? Which is the intended meaning?

A: *These are meant to be the same.*

Q: Application Part 3.3(a) states “Please attach verification of your communication with HUD or VA and their interest in moving forward with the project.” Please explain what OHCS wants to see for “verification of communication.” Is OHCS looking for an email from the contract administrator, or local housing authority, confirming they would enter into a new contract should refinancing occur? Or something else?

A: *Documentation from a local housing authority would be sufficient.*

Q: Application Part 3.3(b) states “enter the project’s share of the communities’ [sic] affordable housing.” What is the definition of community – is it town, city, county, zip code, or what? And, if the project is designated for a particular demographic (such as seniors), does OHCS intend for the applicant to include housing that is not intended for that demographic in these numbers?

A: *Please list your county or your city. Percentages can be obtained by accessing the Housing Need versus Inventory Summary report.*

Q: Questions in Application Part 3.3(b) are alternately phrased only for “rural” or “urban” projects. There are no questions phrased for combined urban+rural scattered site projects. For such a combined project, do we answer all questions, or only certain ones?

A: *Please answer all questions.*

Q: A correction: The NOFA (page 9) names MFNOFA@state.or.us as the email address for questions. However, that is not a correct email address. The address should be corrected to:

MFNOFA.HCS@oregon.gov or MFNOFA@oregon.gov.

A: *Thank you.*

Q: I am having difficulty locating Part 1 of the application. When I download the zip file from the OHCS website, I only receive Part 3.3. Please let me know where I can find it. Thank you.

A: *Good catch. We missed it. I have fixed the issue and you should be able to re-download the entire application now.*

Q: I would like clarity on the application charge for this NOFA. The NOFA itself indicates a charge of \$25 / unit, though there is no form to complete indicating this amount. The 4% pre-application has a standard charge of \$500. Please confirm if the application charge is \$25 / unit; \$500; or both charges combined? If the latter, can the amount be combined in a single check?

A: *Both app fees are required. You will need to submit a check with each transmittal form. Also re-download the LBB app. Section 1 and 2 was missed and has now been added to the app so you should now have the LBB transmittal form.*

Q: Could you also help clarify where to include duplicate items in the NOFA:

- Authorization and Acceptance (included in Part 1 and also the 4% pre-app page 5)
- Applicant and Project Information (listed as NOFA Part 2 and is also in the 4% pre-app pgs 8 - 16)
- Schedule (included in Part 3 and the 4% pre-app page 17)
- Proforma (included in Part 3 and the 4% pre-app page 22)

Assuming only one copy of each of these is required, please confirm where it should be located in the application submission. Lastly, where should we include the required Investor LOI?

A: The LBB NOFA and the 4% LIHTC pre-app are two different applications. Follow the NOFA's guidance on how to assemble. If you want to fill it out once and copy it for the other application, that is fine, but make sure that there are no differences. Add the LOI after the CNA.