

Questions Regarding the RFA: CHDO Operating Expense Funding Released on August 22, 2016

*QUESTIONS RECEIVED AFTER THE 4:30PM DEADLINE ON Monday, August 29, 2016 ARE NOT PROVIDED A RESPONSE PER SECTION 009 - RESTRICTIONS ON COMMUNICATION OF THIS RFA.

1. If an agency received funding for the FY2015 CHDO Operating Expense round but did not apply for and receive funding for CHDO Set-Aside in FY2016 or FY2017, are they eligible to apply for FY2017 CHDO Operating Expense?
 - No, as the window for applying and receiving FY2017 CHDO Set-Aside has passed; receiving FY2017 CHDO Operating Expense would exceed the 24 month HOME requirement.
2. When would this agency be eligible to apply for CHDO Operating Expense funding?
 - The agency would be eligible to apply for the FY2018 CHDO Operating Expense funding round.
3. Is there a minimum application score an agency must to make to receive funding?
 - No, there is no minimum score requirement. However, GMA reserves the right to reject any or all applications at its sole discretion.
4. If the agency submitted a CHDO Certification packet within the last 12 months, must the CHDO certification be resubmitted with this application?
 - Yes. In accordance with 24 CFR 92.300(a), a CHDO must be recertified each time it requests funding for a new activity.
 - 24 CFR 92.300(a) ...The participating jurisdiction must certify the organization as meeting the definition of “community housing development organization” and must document that the organization has capacity to own, develop, or sponsor housing each time it commits funds to the organization...
5. Will future RFA’s require agencies to apply for and receive CHDO Set-Aside within 24 months of receiving CHDO Operating Expense funding?
 - Yes, The City’s CHDO Operating Expense Program is designed to provide operating funds to Community Housing Development Organizations based on financial need and the expectation that the organization is utilizing or will utilize the City’s HOME CHDO development funding within 24 months of the award.
 - 24 CFR 92.504(c)(6) – *The community housing development organization (CHDO) is expected to receive funds for a project within 24 months of the date of receiving the funds for operating expenses*
6. Does CHDO Set-aside include multi-family activities?
 - Yes, however in current CHDO Operating Expense contracts a CHDO Set-Aside is defined only as single-family activities. In the HOME requirements, both single-family and multi-family activities met the definition of CHDO Set-Aside. We are

currently reviewing this issue and hope to have some clarification in our next round of CHDO Operating Expense contracts.

7. What is the date for submittal of CHDO Operating Expense Application?
 - Per the RFA, applications are due September 9, 2016 at 2:00pm to the City Clerk's Office.
8. The submission requirements consist of one hard copy and one copy on CD disk?
 - Yes, that is correct. Respondent shall submit their application in the following manner:
 - One (1) original hard copy of the Application, signed in ink
 - One (1) electronic copy of the Application on compact disk (CD) containing a Microsoft Excel version of the Application with any attachments requiring in Adobe PDF.
 - Applications should be submitted in a sealed package clearly marked with the project name and "CHDO Operating Expense" on the front/top of the package.
9. The application lists an \$110,950 award; will all these funds be awarded out?
 - Yes. However, if an agency is not awarded funding at this time, should additional funds become available or a project canceled, funding could be awarded at a later date.
10. What is the deadline for any final questions?
 - Final questions can be submitted up until August 29, 2016 at 4:30pm to Kimberly Flowers. However if there are any issues with the application, those comments or questions can be submitted at any time until the application due date.
11. I do not see them on the checklist, but I want to confirm that the self-score assessments: 1. do not need to be included in the printed packet. However, since they are part of the Excel file that needs to be put on disk, 2. do they need to be filled out on the Excel file?
 - The Experience Self-Score Assessment, Experience Supplement, and Proposed Plan Self Score Assessment have been added to the submission checklist.
 - The excel application must be submitted as a completed excel file and as a paper hard copy. Please see question 8.
12. Can we use the board status certification form from the single family construction application that we turned in last month?
 - No, new funding requires new CHDO certification. See question 4.
13. Can we substitute the signed board member certification form that we turned in with our single family new construction application this past month (July?) for the one in the current RFA?
 - No, new funding requires new CHDO certification. See question 4.