

NEBRASKA

AFFORDABLE HOUSING

PROGRAM

Nebraska Affordable Housing Trust Fund
HOME Investment Partnerships Program
Community Development Block Grant Program

2010 NAHP Annual Application Cycle Application Guidelines

for
Homebuyer Programs
Non-Profit Operating Assistance
Homeowner Rehabilitation Programs
New Construction, Acquisition, or Rehabilitation Rental Projects

NEBRASKA
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Nebraska Department of Economic Development
A program of the
Community and Rural Development Division

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For additional copies of these guidelines go to:

<http://www.neded.org/content/view/109/241/>

Chapter 1: Introduction to the Nebraska Affordable Housing Program

The Nebraska Department of Economic Development (NDED or the Department) Nebraska Affordable Housing Program (NAHP) is intended to 1) address housing conditions related to community economic development needs; 2) expand equal housing opportunities; 3) create public/private partnerships to address housing needs holistically (linking housing with supportive services to promote economic self-sufficiency and family preservation); and to 4) promote and advance the goals of the 2010-2014 Nebraska Consolidated Plan for Housing and Community Development.

NAHP is funded by the following sources:

1. United States Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) Program;
2. HOME Funds and HOME Investment Partnership Funds; and
3. The Nebraska Affordable Housing Trust Fund (NAHTF).

NDED's role in NAHP projects is as an investor and a partner. As an investor, NDED is seeking quality applications in order to select project that will provide the best investments of state and federal resources to promote affordable housing. As a partner, NDED is interested in providing input as early as possible in project design and also in working closely with the awarded applicant to address any obstacles encountered during project development and implementation.

In order to apply for NDED funds it is important for applicants to review 1) 2010 Housing and Community Development Annual Action Plan and 2) 2010 Application Guidelines. The Plan and Guidelines are available online at <http://www.neded.org/content/view/109/241/>.

NAHP Annual Application Cycle Due Dates & Funding Sources

Applications are prepared at the applicant's expense. Applications will be accepted by NDED according to the application cycle information provided below. Applications will be accepted during this cycle based on the date of delivery (*applications must be received by the deadlines listed below*).

NAHP ANNUAL APPLICATION CYCLE ACCEPTANCE DATES	
Optional Pre-Application Due	February 26, 2010
Optional Full Application Review	April 9, 2010
Full Application Due	May 7, 2010

Optional Pre-Applications must be submitted to NDED by February 26, 2010. Applicants submitting a pre-application will be awarded extra points in the Full Application scoring process and given highest priority in receiving feedback on the optional Full Application Review.

The optional Full Application Review (due April 9, 2010) provides a chance for applicants to have their applications reviewed prior to submitting the final full application by May 7, 2010. Applicants may choose to submit all or part of the application to the Department for review. The

review is designed to give the applicant feedback as to what, if any, areas of the application should be revised or clarified before the applicant submits the full application for competitive scoring. **It is important to note that applications submitted for the optional review will not be scored – a final full application is required.**

At the end of the application period the Department will review and score all full applications received on a competitive basis (within individual Investment Zones). All applicants meeting the basic thresholds for the Homebuyer and Rental Programs will be invited to in-person interviews with NDED. Applicants will be required to undergo the interview process in order to be eligible for program funds. Interviews will be conducted during the June 7-25, 2010 timeframe. All applications will be scored using information gathered in the written application and in-person interview. Once the review and scoring process is complete, the Department will notify and schedule contract negotiations with those applicants who have been preliminarily selected for funding. Applicants invited to a contract negotiation will be required to submit award items to the Department by October 29, 2010. If these items are requested and not received, the applicant will no longer be eligible to receive the NAHP funds.

Please note that all applications for Non-Profit and CHDO Operating Assistance will be scored in a separate pool as listed as a set-aside in the 2010 Annual Action Plan. A total of \$160,000 of NAHTF funds are reserved for non-profit housing organizations to increase their capacity, expand their services or support their operational expenses. Additionally, \$250,000 in HOME CHDO Operating Funds are reserved for State Designated Community Housing Development Organizations (CHDOs) who will be doing a development project in the next two years. All Non-Profit & CHDO Operating Assistance applications will be competing at a state-wide level. (See Chapters 5 & 6 for more details). *There will be no interviews for the Non-Profit & CHDO Operating Assistance applications.*

The award of funds for NAHP Annual Application Cycle applications will **not occur prior to July 1, 2010.**

Applicants requesting the 2010 NAHP Annual Application Cycle funds should not plan on beginning project implementation until four (4) months after application review and scoring or November 19, 2010, whichever is later.

The type of project proposed by the applicant will determine the funding source an application receives. The following chart lists which project types will receive which funding source.

Project Type	Funding Source
Homebuyer	NAHTF/HOME
Homeowner Rehabilitation	CDBG*
Technical Assistance	NAHTF/HOME
Rental	NAHTF/HOME
*NAHTF and HOME funds may also be awarded for select projects. See Chapter 7 for more information.	

Other Application Due Dates and Funding Sources

Projects and Programs located in the City of Omaha--Set-Asides are available through NAHP funds for projects within the Omaha city limits. Applicants interested in receiving Affordable Housing Trust Funds in Omaha must be identified in the 2010 City of Omaha Plan. For more information contact the City of Omaha Planning Department, Housing and Community Development Division or the NDED Northeast Regional Housing Specialist. **Any applicant interested in applying for Set-Aside funds for any project in the City of Omaha must apply using the City of Omaha Planning Department application process. Applicants should not apply for funds through the 2010 NAHP Annual Application Cycle.**

The 2010 Annual Action Plan (AAP) Set-Asides can be accessed from July 1, 2010 through June 30, 2011. Applications for Set-Asides must be submitted no later than May 31, 2011. Please contact your Regional Housing Specialist for more information regarding the Annual Action Plan Set-Asides.

The HOME LIHTC Program Set-Aside application acceptance dates, estimated award dates, and estimated Release of Funds dates will be made available in the Nebraska Investment Finance Authority Low-Income Housing Tax Credit 2011 Qualified Allocation Plan in May of 2010. Please contact Paula Rhian, Housing Coordinator, at (402)471-3760 for more information regarding the requirements for HOME LIHTC Program Set-Asides.

Additional Information

NDED Nebraska Affordable Housing Program Regions and Investment Zones

The application deadlines and review process are consistent throughout all Regions and Investment Zones excluding Region 7 (City of Omaha). Investment Zones are demographic in nature and have an identified allocation amount of NAHP investment for the program year.

The NAHTF Regions include:

- Region 1- Panhandle
- Region 2- North Central
- Region 3- Southwest
- Region 4- South Central
- Region 5- Northeast
- Region 6- Southeast
- Region 7- Omaha
- Region 8- Lincoln
- Region 9- Tribal Land



The NAHP Geographic Investment Zones include:

- Northeast – (NAHTF Region 5 and Winnebago and Omaha Tribal Land) and (NAHTF Region 7)
- Central – North Central (NAHTF Region 2 and Santee Tribal Land) and South Central (NAHTF Region 4)
- Western - Panhandle (NAHTF Region 1) and Southwest (NAHTF Region 3)
- Southeast - Southeast (NAHTF Region 6) and Lincoln (NAHTF Region 8)

Understanding the 2010 NAHP Annual Application Cycle Application Guidelines

Attend NAHP Application Guideline Workshop. Several workshops will be available for applicants to ask questions and obtain more information about the guidelines. **Attendance is optional.** Locations include: North Platte (January 12), and Lincoln (January 14). Video conferences will also be held on January 12 in conjunction with the North Platte video conference site.

Contact your NDED Regional Housing Specialist if you will be submitting an application or have any other questions regarding the application process.

Region	Housing Specialist	Phone Number	Email Address
Northeast	Brian Gaskill	(402)471-2280	brian.gaskill@nebraska.gov
Central	Pat Compton	(308)865-6511	pat.compton@nebraska.gov
Western	Kristi McClung	(308)889-3420	kristi.mcclung@nebraska.gov
Southeast	Lydia Wiles	(402)471-4169	lydia.wiles@nebraska.gov