

**VERMONT HOUSING & CONSERVATION BOARD
FEDERAL PROGRAMS APPLICATION SUPPLEMENT
HOME / HTF / ARPA-SFR / HOME-ARP**

Name of Project:

Developer:

Name of person completing application:

Date:

EIN #:

DUNS#:

This Vermont Housing and Conservation Board (VHCB) Application Supplement is to be used by housing developers to apply for Federal Funding: HOME Investment Partnership Program (HOME), National Housing Trust Fund (HTF) funds, ARPA-SFR funds and/or HOME-ARP funds. This Supplemental application must accompany the completed Common Application.

Please complete this application if you are interested in seeking HOME, HTF, ARPA-SFR, or HOME-ARP for your project. VHCB staff will work with you during the underwriting process to determine which, if any, of these sources may be a good fit for your project, provided that there are funds available.

Applicants eligible to apply for the above funds include nonprofits (specifically, community based non-profits with an affordable housing mission and commitment to permanent affordability), public housing authorities, for-profit developers of affordable housing, and municipalities.

Applications will be accepted on a rolling basis until all available funds are preliminarily committed. Decisions will be made by the VHCB Board at regularly scheduled meetings.

All funded projects will be subject to a Housing Subsidy Covenant to assure perpetual affordability.

Section I: Program Thresholds

HOME

- Permanent or transitional rental housing (there must be a lease)
- HOME units must benefit households < 60% AMI, with 5% benefiting households < 50% AMI
- Gross rents limited by HUD HOME Low and High rent limits
- Project must address at least one of the State of Vermont Consolidated Plan's priority housing needs (see page 7)

HTF

- Permanent rental housing
- All HTF units must benefit extremely low-income (ELI < 30% AMI) households

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- Gross rents no greater than 30% of 30% of area median income or with a project-based rent subsidy to ensure affordability to extremely-low income households.
- Maintain affordability for 30 years
- Project must address at least one of the State of Vermont Consolidated Plan’s priority housing needs (see page 7)

ARPA-SFR

Eligible projects must meet at least one of the below:

- Non-congregate emergency housing and transitional housing for individuals and families experiencing homelessness. The construction of congregate facilities is not an eligible use of this funding source.
- Multi-family rental housing serving households at or below 80 percent of AMI. At least 15 percent of the ARPA-SFR units must be dedicated to those experiencing homelessness.
- Permanent supportive housing to improve access to stable, affordable housing among individuals who are experiencing homelessness.
- Housing for individuals in recovery from substance use disorders.

HOME-ARP

- Provide units for Qualified Populations, referred through Coordinated Entry or other VHCB-approved method.

Qualified Populations (QP) are: homeless, as defined in section 103(a) of the McKinney-Vento Homeless Assistance Act, as amended (42 U.S.C. 11302(a)) (“McKinney-Vento”); or at risk of homelessness, as defined in section 401 of McKinney-Vento; or any individual or family who is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking; or Other Populations where providing supportive services or assistance under section 212(a) of NAHA (42 U.S.C. 12742(a)) would prevent the family’s homelessness or would serve those with the greatest risk of housing instability. For the complete definitions of QP, see the HUD CPD Notice found at the HOME-ARP page below.

For information about eligible uses and guidelines for these sources of funding, please review these:

- [VHCB HOME](#)
- [VHCB HTF](#)
- [VHCB APRA – SFR](#)
- [VHCB HOME-ARP](#)

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The following are **Threshold Requirements** for the Federal programs:

Documentation of Applicant Capacity

1. Describe the experience of your development team, including prior projects utilizing federal funds, and current capacity to manage and comply with federal compliance. Describe your plans to use a development consultant, or to partner with another development entity, if applicable. Please include a list of recent successfully completed and managed affordable housing developments.

2. Describe your organization's familiarity with the requirements of similar Federal, State or local housing programs which demonstrates ability to comply with all applicable requirements and regulations of such programs.

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Risk Assessment

All applicants who have not had an organizational risk assessment conducted by VHCB within the 12 months of the date of their application for these funds will need to complete a VHCB Risk Assessment review. By signing the form at the end of the application, this applicant acknowledges and agrees to complete the VHCB Risk Assessment form and submit it, along with any required supporting documentation, to VHCB within 10 days of receipt of the risk assessment form.

Project Readiness

The applicant's ability to utilize federal funds and undertake eligible activities in a timely manner will be considered. There must be a reasonable expectation that the project will be ready to proceed (close and start construction) within 18 months.

Applications that have met the threshold requirements described above will be evaluated according to how, and the extent to which, they meet the criteria listed below.

Section II: Application Criteria for all Federal programs

1. The extent to which the project has an adequate mechanism to ensure that rents are affordable to formerly homeless or extremely low-income families

Please elaborate on the mechanism for assuring that HOME/HTF/ARPA-SFR/HOME-ARP funded rental units will remain affordable to households for the appropriate affordability period:

- a. What mechanism will be provided to formerly homeless households, and/or extremely-low income households, ensuring that they pay no more than 30% of their income towards rent?

- b. Does this project intend to seek project based rental assistance? If so, how many subsidies will you seek, and from which Public Housing Authority?

- c. Is there already a commitment in place?

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2. Affordability Restrictions

- HOME funded projects have either a 15-year (rehabilitation) or 20-year (new construction) minimum affordability period.
- All HTF funded projects have a minimum 30-year affordability period
- All HOME-ARP funded projects have a minimum 15-year compliance period.
 - After the expiration of the HOME, HTF and/or HOME-ARP affordability period, all projects (including ARPA-SFR) will be subject to perpetual VHCB affordability requirements

What are the proposed number of VHCB restricted units and the level of the VHCB restrictions?

3. Units serving formerly homeless households

- a. What services specifically designed to meet the needs of the homeless populations are proposed?

- b. Is there an MOU with a social service agency for the provision of these services?

- c. Units designated for the formerly homeless must be referred through the Coordinated Entry process, or another VHCB-approved process. Please elaborate on this project's proposed approach for filling vacancies in general, and specifically for units designated for the homeless.

- d. Provide a brief discussion of your organization's experience in providing housing that is designated for those who have experienced homelessness.

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- e. HOME-ARP units for Qualifying Populations must have documentation demonstrating that beneficiaries meet the definition of a Qualifying Population. Please elaborate on how your agreement with the CoC administering the CE will ensure the units are leased to Qualifying Populations.
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- 4. The extent to which the project [Affirmatively Furthers Fair Housing](#)
 - a. Are there ways in which this project goes beyond the minimum fair housing requirements in order to help reverse patterns of economic and/or racial segregation and inequality and achieve full equal housing opportunity?

 - b. Is this project located in an area of racial or ethnic minority concentration (defined in the state's Analysis of Impediments to Fair Housing Choice (AI) as an area where the presence of a minority is more than twice the presence in the state as a whole)?

 - c. Is this project located in an area of low-income concentration (defined in the AI as an area where 51% or more of the households are at or below 80% of area median income)?

 - d. If the proposed project is located in an area with a concentration of racial or ethnic minorities and/or poverty, how will the housing contribute to the revitalization of a disinvested community, or help prevent displacement of residents living in neighborhoods on the verge of or already undergoing gentrification? Please elaborate:

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5. Do you intend to limit occupancy or provide preference for any of the units? If so, please elaborate.

If the project is for **permanent supportive housing** units with rental assistance and supportive services, please provide a description of the on-going rental assistance and the continued supportive services.

6. Does the project either (1) create new units or (2) preserve affordable, subsidized units in properties acquired from private owners?
7. All applicants seeking ARPA-SFR funding must contact their project’s municipality to discuss whether the municipality has received an allocation of ARPA-SFR funding and to determine whether the project is eligible for local ARPA-SFR funding. Have you been in touch with your municipality? Please describe the outcome of that contact, including any commitments made:

The current HOME, HTF, APRA-SFR and HOME-ARP subsidy limit maximums/guidelines are below:

Bedroom Size	HOME	HTF	ARPA-SFR & HOME-ARP Max Guidelines
0 BR	\$ 65,000	\$153,314	\$153,314
1 BR	\$ 75,000	\$175,752	\$175,752
2 BR	\$ 90,000	\$213,718	\$213,718
3 BR	\$115,000	\$276,482	\$276,482

Actual award amounts will be based on a variety of factors which will be considered by staff when reviewing projects, including the impact of the proposed project and leverage. Generally, projects serving the most vulnerable and lowest income Vermonters, will be considered for deeper subsidy.

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Section III: Additional Program-Specific Application Criteria

HTF

- [VHCB's HTF Rehabilitation Standards](#) apply to HTF-assisted projects.

Please carefully review your proposed Scope of Work to confirm that it meets or exceeds these standards. If any particular element of the project does not meet the standards, please provide details. If you are seeking a waiver of a particular aspect of the standard, please state the particular section of the standards for which the waiver is sought and provide justification for the waiver request.

ARPA-SFR

- ARPA-SFR projects must be closed by December 31, 2024, and all costs incurred by December 31, 2026.

Consolidated Plan Housing Priorities

Please indicate how your project meets the 3 priority housing needs (and related goals) as identified in the state's Consolidated Plan:

- *safe, decent, affordable housing* (increase the supply and quality of affordable housing)
- *individuals and families experiencing homelessness* (decrease the number experiencing homelessness, increase supply and quality of affordable housing)
- *strong communities* (increase supply and quality of affordable housing, strengthen communities and improve quality of life)

- a. Does the project increase the supply and quality of affordable housing?
- b. Please indicate which Consolidated Plan Affordable Housing strategies this project addresses:

House lower income families and individuals, with special preference to projects housing extremely-low income families and individuals at or below 30% of area median income.

Produce affordable senior rental units in regions where a market analysis identifies a shortage of elderly housing affordable to lower income seniors.

Provide service enriched housing that allows seniors the opportunity to age in place, and for persons with disabilities.

Locate affordable rental housing in close proximity to public transportation services with access to employment centers, services, recreational opportunities, and schools.

Increase the supply of affordable rental housing through the acquisition and/or rehabilitation of existing units especially in communities where there are tight

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housing markets, very low vacancy rates or there is a high incidence of distressed housing.

Increase the supply of affordable rental housing through the construction of new units especially in communities where there are tight housing markets, very low vacancy rates or there is a high incidence of distressed housing.

Promote mixed income developments to create integrated communities.

Promote the development of new rental housing designed and built to a level of energy efficiency that meets or exceeds the levels required to qualify for the Energy Star label.

Identify and remove barriers to increasing the supply of rental housing.

Support increasing housing supply to address impediments to fair housing and inclusivity of communities.

Preserve existing affordable housing projects, including mobile home parks, in a manner consistent with prudent investment criteria.

Redevelop existing properties with consideration given for projects that leverage other resources specific to the preservation of historic structures.

Redevelop foreclosed properties for affordable rental housing.

Provide accessible or adaptable housing for persons with disabilities, including homeownership opportunities.

Address the current and potential need for accessibility modifications and adaptable units to serve Vermonters with physical disabilities

Regarding strengthening communities and improving quality of life, please indicate which of the following Con Plan strategies will be addressed by the project:

Promote projects in Designated Downtowns and Village Centers, Growth Centers, Neighborhood Development Areas and New Town Centers, including the addition of federally recognized Opportunity Zones.

Reinvest in downtown properties, particularly in the upper stories including elevators, sprinklers, and other code-related improvements.

Promote projects in Designated Downtowns that are also area-wide low and moderate income benefit communities with façade, streetscape and other infrastructure improvements.

Participate in projects that leverage other State and federal programs such as tax credits and transportation grants in order to promote public and private investment in downtown areas.

Redevelop Brownfields into productive use.

Support municipal projects to remove barriers to public buildings to bring them into compliance with current ADA standards.

Remove barriers to accessibility for places of business and/or residential facilities to bring them into compliance with current ADA standards.

Promote facilities and services that stabilize living environments and enhance quality of life for families and individuals.

Use New Market Tax Credits to attract investment for community and economic development projects in high poverty areas.

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HOME / HTF / ARPA-SFR / HOME-ARP Compliance Certification

By signing below, applicant attests they will:

1. Comply with the requirements of the applicable program(s) during the entire compliance period, which begins upon selection to receive the federal funds and ends at the completion of the appropriate affordability or compliance period.
2. Complete the VHCB Risk Assessment form (if requested by VHCB) and submit it, along with any required supporting documentation, to VHCB within 10 days of receipt of form.

Name/Signature

Title

Date