No Place Like HOME RFP Questions and Answers - 12/3/2018

Please note that Section IV of the County's Request for Proposals has been amended to clarify the County's local prioritization of projects which do not layer NPLH units onto units with other population requirements (excluding affordability).

Question 1: Are projects already in construction able to apply and use the money awarded by the NPLH program?

Response: HCD has advised County staff that construction activity cannot have commenced prior to award of No Place Like Home funds (anticipated in June of 2019). Projects currently in construction are ineligible for this RFP and NOFA.

Question 2: Regarding item (III)(B)(1)(e), it is unlikely that we will have final CEQA/NEPA clearance for our project in December. Is the environmental requirement a threshold requirement for purposes of the 12/5 deadline?

Environmental clearances, including CEQA & NEPA, are related to scoring under HCD's "Readiness to Proceed" category. The county will be reviewing projects and ranking them based upon the scoring criteria set forth by HCD in the NPLH Guidelines and NOFA, as well as considering projects based upon our local priorities (RFP Section IV). Environmental clearances are not a threshold requirement.

Question 3: Regarding item (III)(B)(1)(g), it is unlikely we will have public land approvals by 12/5 for our project. Is this a 12/5 threshold requirement as well, or do the requirements below follow the point scoring methodology as are in the HCD NOFA?

Necessary and discretionary public land use approvals, except for building permits and other ministerial approvals, are related to scoring under HCD's "Readiness to Proceed" category. The county will be reviewing projects and ranking them based upon the scoring criteria set forth by HCD in the NPLH Guidelines and NOFA, as well as considering projects based upon our local priorities (RFP Section IV). Land use approvals are not a threshold requirement.

Question 4: Are there any other threshold requirements in the items noted below? Meaning, are there items we absolutely need by 12/5?

Please submit all available information requested in section III(B) of the County's Request for Proposals. The Universal Rental Project Application Form (III(B)(1)), NPLH Program Supplement (III(B)(2)), and Funding Narrative (III(B)(3)), as well as the items requested in III(B)(1)(a) – (c) are threshold requirements. To the extent that other items requested in the RFP are available or other items requested in the Universal Rental Project Application Form or NPLH Program Supplement are available, please submit them so that the county may evaluate your project's scoring based upon the criteria set forth by HCD in the NPLH Guidelines and NOFA.

Question 5: How is the loan amount determined? Is there a maximum amount per assisted unit?

The per unit loan limits are based upon the following factors: the County where the project is located; the type of project (e.g. 9% LIHTC or non-9% LIHTC); the unit size (efficiency, one-bedroom, two-bedroom, three-bedroom, or 4+ bedroom); and the AMI level to which the unit is restricted.

You may review these limits in the NPLH Program Supplement (excel available on HCD's website). The limits are located on Tab "2 Loan Amount & Unit Mix". You must be sure to have selected Ventura County in cell R4 of the "1 Project Threshold Req" tab and have indicated whether or not the project is a 9% or non-9% LIHTC project in cell I2 on the "2 Loan Amount & Unit Mix" tab for these limits to calculate correctly.

Question 6: During the application workshops, HCD strongly recommended that acquisition/rehabilitation projects submit lead-based paint, asbestos containing materials and mold studies. Is this required at Tier 1 application to the County?

Yes, please submit all available information required or recommended by HCD unless it is specifically excluded in the RFP. Err on the side of submitting too much rather than too little. If these studies are not currently available, please use the "Specific Issues" box (row 14) on the "Narrative" tab of the Universal Application to explain when the study(ies) is expected to become available (e.g. before submission to HCD, in the spring of 2019, etc.).

Question 7: How should a project applicant demonstrate that they are offering on-site space for the County to provide Case Management in order to score 5 points under HCD's scoring criteria?

If an applicant intends to provide space on-site for the County to provide Case Management (and ideally other services as well), mark "yes" next to Case Management services provided on-site (NPLH Program Supplement, Tab "4 Scoring", row 56). Additionally, describe the space that will be made available in the NPLH Program Supplement, Tab "3 Supportive Services Plan", Part IX (Project Physical Design).

Question 8: Is the County providing services that are not required but can be used to obtain points under HCD's scoring criteria?

The County is committed to providing the required level of services to support the NPLH Target Population. Services that can be offered to score points under HCD's scoring criteria but are not required as part of the NPLH program are not being provided by the County.

If an applicant plans to provide these services, the applicant must clearly indicate which services are to be provided in the NPLH Program Supplement Tab "3 Supportive Services Plan", Part X Other Additional Information. Please include a brief description of each service to be provided in this section (e.g. type of service, number of hours per week, etc.). This information must be consistent with the services an applicant indicates that they will provide on Tab "4 Scoring" starting on row 62.

Question 9: How do we respond to the Continuum of Care Process questions on the Subsidies tab of the Universal Application?

The Continuum of Care (CoC) Process questions only need to be answered if you are proposing a rental subsidy or operating assistance funded by a Continuum of Care program (e.g. Shelter Plus Care, Supportive Housing Program, etc.). During the most recent CoC funding round, no projects were approved for Shelter Plus Care or operating subsidies. Thus, applicants should not be proposing to use these resources for operating subsidies in the current NPLH funding round. If an applicant would like to include this type of assistance, please reach out to Tracy and Kiran directly before submitting your application.

Question 10: Is the developer required to submit a Homeless Plan of information on the Coordinated Entry System?

The Homeless Plan is a county document that is currently in draft format and will be ready by the time final applications are submitted to HCD in January of 2019. A draft of the plan is expected to be made available in December for public comment.

Applicants must indicate if they are committing to using the County's CES or another similar system. Other systems are only eligible if you are proposing a target population which would not currently be accounted for in the existing CES (for example, HCD's category of at-risk of chronically homeless which is not currently reflected in the CES).

Question 11: Tab 3, Part VI Estimated Itemized Budget of the NPLH Program Supplement indicates that we should complete a table "below" but there is no table shown in the application. Can you send the table that is being referred to or am I overlooking something?

The County is not requiring this section be completed for Tier 1 proposals so this section may be left blank for Tier 1. The County has submitted this question to HCD and we expect to have a response by the time applications need to be submitted to HCD for Tier 2.

Question 12: Is the applicant required to submit documentation related to Past History of Evidence Based Practices?

The County Behavioral Health Department has significant experience with Evidence Based Practices and is expected to be able to garner full points in this category; information from applicants related to their experience with Evidence Based Practices is not required.

Question 13: Row 134 of the Universal Application's Subsidies Tab "Applicant Notes" appears to be a protected cell. Is there a way we can unprotect this section to provide notes?

The Universal Application was prepared and released by HCD. You may e-mail your draft Universal Application to George.Rodine@hcd.ca.gov and request that this section of the application be un-protected. Alternatively, for Tier 1 you may submit a separate word document to the County with the notes that belong in this section along with the rest of your application materials.

Question 14: Can we provide the application and attachments in a USB drive and deliver to you on Tuesday or do you prefer a drobox link? We think attachments are too big to send via email.

If you are concerned about e-mailing multiple large attachments, submission of application attachments on a USB (or other electronic media) or via dropbox is acceptable.

If mailing the attachments, please submit them to the County Executive Office, c/o Tracy McAulay, County of Ventura, 800 S. Victoria Avenue, L #1940, Ventura, CA 93009.

If hand delivering the attachments, the County Executive Office is located on the 4th floor of the County's Hall of Administration, 800 S. Victoria Avenue, L #1940, Ventura, CA 93009.

A dropbox link containing the attachments may also be provided via e-mail to tracy.mcaulay@ventura.org and kiran.sahota@ventura.org.

Applicants must still e-mail their UA and NPLH Supplement and indicate in the body of the e-mail how the remaining attachments have been submitted. It is recommended that applicants request delivery and read receipts when e-mailing application materials related to this RFP.

Regardless of how the documents are submitted, <u>all</u> application materials need to be <u>received</u> by the County before the deadline of 4:00 p.m. on December 5th.