

2022 Franklin County Affordable Housing (2060/1406) Grant Application Instructions

Application Due Date: January 11, 2022 by 12pm

Instructions:

- Please fill out the Affordable Housing Grant Application
- Please submit your application via US Postal Service or email to the addresses below
- Any questions please call Mari Clark 509-737-3902

Submit applications by: January 11, 2022 by 12pm

Benton County Department of Human Services

Attn: Mari Clark

7102 W. Okanogan Place Suite 201

Kennewick, WA 99336

Mari.clark@co.benton.wa.us

NOTE: *Incomplete applications or late applications may be rejected. All applications may not be funded.*

Subsidy Term

Franklin County will consider commitments for a one-year period. Extensions are only possible following a written request and steering committee approval.

2060 Available Funds	\$350,000.00
1406 Available Funds	\$20,000.00

Staff Contact

Name: Mari Clark Phone: 509-737-3902 Email: mari.clark@co.benton.wa.us

FRANKLIN COUNTY HOUSING PROGRAMS

Introduction

2060 Affordable Housing

In 2002, the Washington State Legislature passed SHB 2060 that requires County Auditors to charge recording fees on certain recorded documents. One of the purposes of these funds is for capital projects that will provide affordable housing to people experiencing homelessness and those very low-income persons with incomes at or below fifty percent (50%) of the area median income and that require a supplement to rent revenue to cover ongoing operating expenses (SHB 2060).

Homelessness is defined under the law as an individual living outside or in a building not meant for human habitation or which they have no legal right to occupy, in an emergency shelter, or in a temporary housing program which may include a transitional and supportive housing program if habitation time limits exist.

Contract awards are subject to the availability of funding and to annual reviews that may result in adjustments to subsidy amounts or discontinuance of the subsidy.

1406 Affordable Housing

In 2019, Washington State Legislature passed House Bill 1406, a revenue sharing program for local governments. This bill provides for a local sale and use tax credited against the state sales tax for housing investments. This is not a new tax. Projects must serve those at or below sixty (60%) of the area median income.

Program Focus

Funds will be awarded only in amounts appropriate to the scope of the identified problem, as determined by the review of the application. Only the portion of the budget that serves individuals that meet the eligibility criteria will be funded with the grant funds. The County reserves the right to negotiate modifications in an applicant's proposed work plan and budget prior to executing a contract. Applicants must bear the costs of preparing and submitting an application for funding.

Non-Discrimination Policy

Applicants shall neither deny services to, nor otherwise discriminate in the delivery of services, against any person who otherwise meets the eligibility criteria for the program on the basis of race, color, religion, gender, sexual orientation, age, national origin, citizenship, ancestry, marital status, physical or mental handicap, or because such person is a recipient of federal, state or local public assistance.

Application Evaluation

Applications will be evaluated on a competitive basis. Applications will be evaluated according but not limited to the demonstration of need, the degree to which the program purpose can be met, and the demonstrated ability of the applicant to implement and administer the program.

ELIGIBLE ACTIVITIES

Capital Improvement

Eligible uses of funding for capital improvement projects include:

- Acquisition of existing residential property. Manufactured housing is not eligible.
- Acquisition of vacant land. (Application must demonstrate ability to begin construction within two years, and project completion within five years) Land Banking is prohibited.
- Construction costs. (New construction, Rehabilitation, Demolition, On-site infrastructure improvements, Permits, Project Management) All new construction projects must meet international building code.
- Development soft costs including but not limited to Engineering, Architectural, Insurance, Developer Fees, and Construction Interest. The 2060/1406 funds cannot provide funding for pre-development activities.

Ineligible uses for Capital Improvement include:

- Off-site infrastructure costs, not related to utility hookups
- Operating Capital
- Capitalization of Operating or Replacement Reserves
- Equipment Purchases
- Other costs as defined by 2060 guidelines
- Refinancing
- Relocation Payments
- Mortgage Payments

TERMS AND CONDITIONS OF ALL FUNDING

All funding will be provided on a grant basis with specific obligation to continue services for a period of time. In the event the property is sold or not used for affordable housing as defined by Washington State law, during the period of obligation the full amount invested shall be repaid to the 2060 fund. No per unit subsidy limit will be established, however applicants are encouraged to leverage other funding sources. Only the portion of project that serves individuals that meet the eligible criteria as set forth in SHB 2060 is eligible for funding.

Grants up to \$50,000.00 require a Five (5) year service obligation

Grants \$50,001.00 to \$100,000.00 require a Ten (10) year service obligation

Grants over \$100,000.00 require a Fifteen (15) year service obligation

2022 FRANKLIN COUNTY 2060/1406 AFFORDABLE HOUSING GRANT APPLICATION

APPLICANT INFORMATION

Program/Project Name:		
Agency Name:	Tax ID/UBI/Housing Trust Number:	Phone:
Mailing Address		
City:	State:	ZIP Code:
Contact Name:	Email:	501 C (3): (Yes) (No)

PROJECT INFORMATION

<p>Organization Type:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Local Government <input type="checkbox"/> Local Housing Authority <input type="checkbox"/> Community Housing Development Organization <input type="checkbox"/> Nonprofit Community, Neighborhood, State, or Regional Organization <input type="checkbox"/> Federally-recognized Indian Tribe in the State of Washington <input type="checkbox"/> Regional Support Network (established under RCW 71.24) <input type="checkbox"/> For Profit Housing Developer 	<p>Project Activity Type (Check all that apply):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Acquisition <input type="checkbox"/> Rehabilitation <input type="checkbox"/> Rehab or Adaptive Reuse of an Existing Building (not currently residential) <input type="checkbox"/> Redevelopment <input type="checkbox"/> New Construction <input type="checkbox"/> Other (Please specify) _____ <p>Requested Grant: 2060 - _____</p> <p style="text-align: center;">1406 - _____</p> <p>Total Agency Budget: _____ (Including donations/other funders)</p>
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PLEASE PROVIDE A BRIEF SUMMARY OF YOUR PROJECT/PROGRAM AND A TIMELINE

You may use an additional page for the timeline

SIGNATURES

Note: The Department's acceptance of this application is subject to subsequent compliance reviews, including a review of the latest audit, which may require corrective action by the contractor or incorporation of special conditions to contract documents. Preparation of an application does not guarantee that applicants will receive funds.

Printed Name:	Title:
Signature of applicant:	Date:
How did you hear about the 2060 Affordable Housing RFP? _____	For Official Use Date Application Received

Form 1 Rent Levels

Will your project outcome produce affordable housing?

- Yes (if yes, please fill out this form)
- No (if no, please leave the below tables blank and continue to the next form)

What is the total amount of units this project will produce? _____

Units reserved for households at or below 50% Income Limits	Number of Units	Occupancy Standards per Household (how many household members per 1, 2, 3... bedroom)	Proposed Tenant Paid Monthly Rent	Tenant Paid Monthly Utilities (if utilities are included leave zero)	Total Monthly Rent and Utilities	Annual Total Income For Units (total rent times 12 months times number of units)
Studio						
1 bedroom						
2 bedroom						
3 bedroom						
4 bedroom						
5 bedroom						
6 bedroom						
TOTALS						
Units reserved for households at or below 60% Income Limits	Number of Units	Occupancy Standards per Household (how many household members per 1, 2, 3... bedroom)	Proposed Tenant Paid Monthly Rent	Tenant Paid Monthly Utilities (if utilities are included leave zero)	Total Monthly Rent and Utilities	Annual Total Income For Units (total rent times 12 months times number of units)
Studio						
1 bedroom						
2 bedroom						
3 bedroom						
4 bedroom						
5 bedroom						
6 bedroom						
TOTALS						
Units reserved for homeless families or individuals	Number of Units	Occupancy Standards per Household (how many household members per 1, 2, 3... bedroom)	Proposed Tenant Paid Monthly Rent	Tenant Paid Monthly Utilities (if utilities are included leave zero)	Total Monthly Rent and Utilities	Annual Total Income For Units (total rent times 12 months times number of units)
Studio						
1 bedroom						
2 bedroom						
3 bedroom						
4 bedroom						
5 bedroom						
6 bedroom						
TOTALS						

Form 4 Funding Sources

PROJECT FUNDING SOURCES

- Describe the current status of all funding sources to be used for this project identified in your project summary and how the project will financially be sustained through the end of the restrictive covenant time period (include documentation).
- Include a discussion of award conditions, date of funding availability, approval process, timing issues, etc. as applicable.

- Were you denied funding by any entity? Yes No
- If you were denied funding, briefly explain why:

Instructions:

- If your financing plan includes a capital campaign to raise additional capital funds, list the activities and benchmark dates

Activities	Benchmark Dates