



Solicitation of Interest / Notice of Funding Availability

AFFORDABLE HOUSING INCENTIVE FUND PILOT PROGRAM

TOTAL AMOUNT AVAILABLE: \$3,000,000

Issue Date: November 17, 2016 – Due Date: December 22, 2016

BACKGROUND: Through a competitive process, the City of Santa Rosa is seeking proposals for grant funds through the Affordable Housing Incentive Fund Pilot Program (“Program”). As part of the Housing Action Plan, adopted June 7, 2016, the City Council has allocated \$3 million to incentivize affordable housing production in the shortest timeframe. Proposals will be considered for all or a portion of the funds.

PURPOSE: The goal of the Program is to provide the most affordable housing, utilizing the least amount of City funds, targeted to the lowest income level for the longest period of time.

USE OF FUNDS: Funds may be awarded, by grant or loan, for development or preservation of affordable ownership and/or rental units. Uses for which the funds may be used include, but are not limited to the following:

- 1) Direct payments to developers offering affordable housing units to offset cost of development impact fees or other project costs;
- 2) Purchase of affordable housing contracts from multifamily housing developers;
- 3) Waiver of affordable housing impact fees; and
- 4) Purchase of extensions on affordable housing contracts that are set to expire in the near future.

Notes:

- Recordation of affordability restrictions may be required as a condition of award, to ensure long-term affordability of projects receiving funds under the Affordable Housing Incentive Fund Pilot Program.
- Under some circumstances, receipt of City funds may trigger application of prevailing wage requirements under California Labor Code.

PROCESS:

- ❖ **Proposal:** To determine the feasibility and effectiveness of your funding request, please 1) summarize in narrative form why your project should be selected for funding based on the goal of the program and use of funds (see above); 2) complete the [Selection Guidelines for Funding Affordable Housing Developments](#) in MS Word form (if any section is not applicable, please write “n/a”); and 3) a [Loan Application](#) (as currently used by the Housing Authority), if applicable.

- ❖ **Due Date:** Applications and all attachments are due no later than December 22, 2016, at 5:00 pm PDT. Please provide one electronic copy of the application and attachments (via email, thumb drive/memory stick or Dropbox) to:

Frank Kasimov, Housing Program Specialist - fkasimov@srcity.org *and*
Nancy Gornowicz, Housing and Community Services Manager - ngornowicz@srcity.org

- ❖ **Selection:** All applications will be reviewed and evaluated by staff in the Housing and Community Services and Planning and Economic Development Departments. Interviews may be scheduled. One or more applications which are determined to best meet or exceed the selection criteria are anticipated to be considered for funding and conditional grant approval by the City Council. The City Council reserves the right, in its sole discretion, to reject all proposals.
- ❖ **For additional information:** Please contact at Nancy Gornowicz at (707) 543-3303 or ngornowicz@srcity.org.