



# Application Workshop

*Community Development  
Department*

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## City of Durham Department of Community Development (DCD)

**December 12, 2017  
9:00 AM - 12:00 PM**



# Agenda

- Welcome and Introductions
- Logistics
- Overview of City Housing Goals
- Overview of Funding Available
- Application Process
- Questions

## *Break*

- ZoomGrants Orientation



# City of Durham Affordable Housing Goals

1. Preserve and expand supply of affordable rental units and rental assistance, with a focus on households <50% Area Median Income (AMI)
2. Maintain affordability and protect very low-income households in neighborhoods experiencing significant housing cost increases
3. Engage the larger Durham community to make affordable housing a citywide priority



# DCD Funding Strategy

- Funding priorities will be aligned with adopted housing goals
- For current funding round:
  - Goal 1 priorities: rapid rehousing, multifamily preservation
  - Goal 2 priorities: neighborhood stabilization through small scale production and preservation, minor repair



# Funding Sources

- Dedicated Housing Fund (DHF)
- HOME Investment Partnership Program (HOME)
- HOME Community Housing Development Organization (CHDO)
- Emergency Solutions Grant (ESG)

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- 
- No Community Development Block Grant (CDBG) or Housing Opportunities for Persons With AIDS (HOPWA) funding will be awarded through the application process.
  - Federal funding amounts are anticipated and subject to change based on final allocations received from the U.S. Department of Housing and Urban Development (HUD).



# Funding Sources

Program	Annual Allocation	Current Funding Round	Balance	Use of Balance of Funds
CDBG	\$1,798,016	\$0	\$1,798,016	Southside site prep & infrastructure; NIS code enforcement; Section 108 Loan repayment
HOME	\$822,366	\$790,000	\$32,366	Administration
HOPWA	\$335,316	\$0	\$335,316	Continuation of current service contracts (to avoid discontinuity of services)
ESG	\$164,728	\$153,000	\$11,728	Administration
DHF	5,871,644	\$2,250,000	\$3,621,644	Jackson Street, substantial rehab, property tax grant program
<b>Total</b>	<b>\$8,992,070</b>	<b>\$3,193,000</b>	<b>\$5,799,070</b>	



# Summary of Funding to be Awarded through Current Funding Round

Goal	Purpose	Source	Fiscal Year	Amount
Goal 1	Rapid Rehousing	ESG/DHF	FY18-19	\$153,000 ESG \$200,000 DHF
Goal 1	Multifamily Preservation	DHF	FY17-18	\$1,000,000
Goal 2	Small Scale Production and Preservation	DHF	FY17-18	\$750,000
Goal 2	Small Scale Production and Preservation	HOME	FY18-19	\$790,000 <i>Includes \$126,000 for HOME-CHDO</i>
Goal 2	Minor Repair	DHF	FY17-18	\$300,000



# Overview of Rapid Rehousing Application

<i>Funding Priority</i>	Rapid Rehousing of homeless households
<i>Anticipated funding</i>	\$153,000 in FY18-19 ESG funds \$200,000 in FY18-19 Dedicated Housing Fund
<i>Project requirements</i>	<ul style="list-style-type: none"> <li>• Homeless Management Information System (HMIS) or comparable database able to generate ESG Consolidated Annual Performance Evaluation Report (CAPER)</li> <li>• Participation in Coordinated Entry</li> <li>• Compliance with Durham Continuum of Care Policies &amp; Procedures</li> </ul>





# Overview of Multifamily Preservation RFP

<p><i>Funding Priority</i></p>	<p>Preserve existing multifamily affordable housing</p> <ul style="list-style-type: none"> <li>• Extending affordability period of existing income restricted affordable housing</li> <li>• Converting market rate housing to income restricted affordable housing</li> </ul>
<p><i>Anticipated funding</i></p>	<p>\$1,000,000 from FY17-18 Dedicated Housing Fund</p>
<p><i>Project requirements</i></p>	<ul style="list-style-type: none"> <li>• 5+ units in single building; may include multiple buildings on same site</li> <li>• Building must be 15+ years old</li> <li>• At least 51% of units affordable <math>\leq</math>60% AMI</li> <li>• Minimum 20 year period of affordability</li> </ul>



## Multifamily Preservation - *continued*

<p><i>Project requirements (continued)</i></p>	<ul style="list-style-type: none"> <li>• Must have site control at time of application</li> <li>• Rehabilitation must meet Energy Star standards</li> <li>• Must accept Housing Choice Vouchers</li> <li>• No City funding in past 5 years</li> <li>• Must use DCD templates for project financial information (provided)</li> </ul>
<p><i>Geography</i></p>	<p>Citywide, with priority on projects located in:</p> <ul style="list-style-type: none"> <li>• City of Durham target areas: Southwest Central Durham, Southside, Northeast Central Durham</li> <li>• DCD priority areas (Census tracts 13.01, 13.03, 14 and 23)</li> <li>• ½ of future Durham-Orange Light Rail Transit (DOLRT) station</li> <li>• ¼ mile of specified higher frequency bus corridors</li> </ul>



# Overview of Neighborhood Stabilization RFPs (Two RFPs: HOME and Dedicated Housing Fund)

<i>Funding Priority</i>	Create or preserve small scale rental housing units (< 5 units in a building) serving households below <60% AMI; or create small scale homeownership housing serving households below <80% AMI
<i>Anticipated funding</i>	\$750,000 in FY17-18 Dedicated Housing Funds \$790,000 in FY18-19 HOME funds (including \$126,000 in HOME-CHDO funds)
<i>Project requirements</i>	<ul style="list-style-type: none"> <li>• 1-4 units in single building</li> <li>• Must create new affordable units or extend affordability period of existing income restricted rental units</li> <li>• Minimum 20 year period of affordability</li> </ul>



## Neighborhood Stabilization- *continued*

<p><i>Project requirements</i></p>	<ul style="list-style-type: none"> <li>• Must have site control at time of application</li> <li>• Must meet Energy Star standards</li> <li>• Rental units must accept Housing Choice Vouchers</li> <li>• No City funding in past 5 years</li> <li>• Must use DCD templates for project financial information (provided)</li> <li>• For HOME CHDO: Must be State of North Carolina or City of Durham Certified CHDO at time of application</li> </ul>
<p><i>Geography</i></p>	<p>Projects <b>MUST</b> be located in one of following:</p> <ul style="list-style-type: none"> <li>• City of Durham target areas: Southwest Central Durham, Southside, Northeast Central Durham</li> <li>• DCD priority areas (Census tracts 13.01, 13.03, 14 and 23)</li> <li>• ½ of future Durham-Orange Light Rail Transit (DOLRT) station</li> <li>• ¼ mile of specified higher frequency bus corridors</li> </ul>



# Overview of Minor Repair RFP

<i>Funding Priority</i>	Providing minor repair services for low-income elderly and disabled households
<i>Anticipated funding</i>	\$297,000 in FY17-18 Dedicated Housing Fund
<i>Target population</i>	<ul style="list-style-type: none"> <li>• Homeowners age 62 or older or disabled with documented benefits (SSI or SSDI)</li> <li>• Household income <math>\leq</math>50% AMI</li> <li>• Must occupy home as principal residence.</li> </ul>
<i>Repairs</i>	<ul style="list-style-type: none"> <li>• Maximum \$9,500 per home</li> <li>• Repair priorities include:             <ul style="list-style-type: none"> <li>• Accessibility improvements</li> <li>• Roof repairs or replacement</li> </ul> </li> </ul>

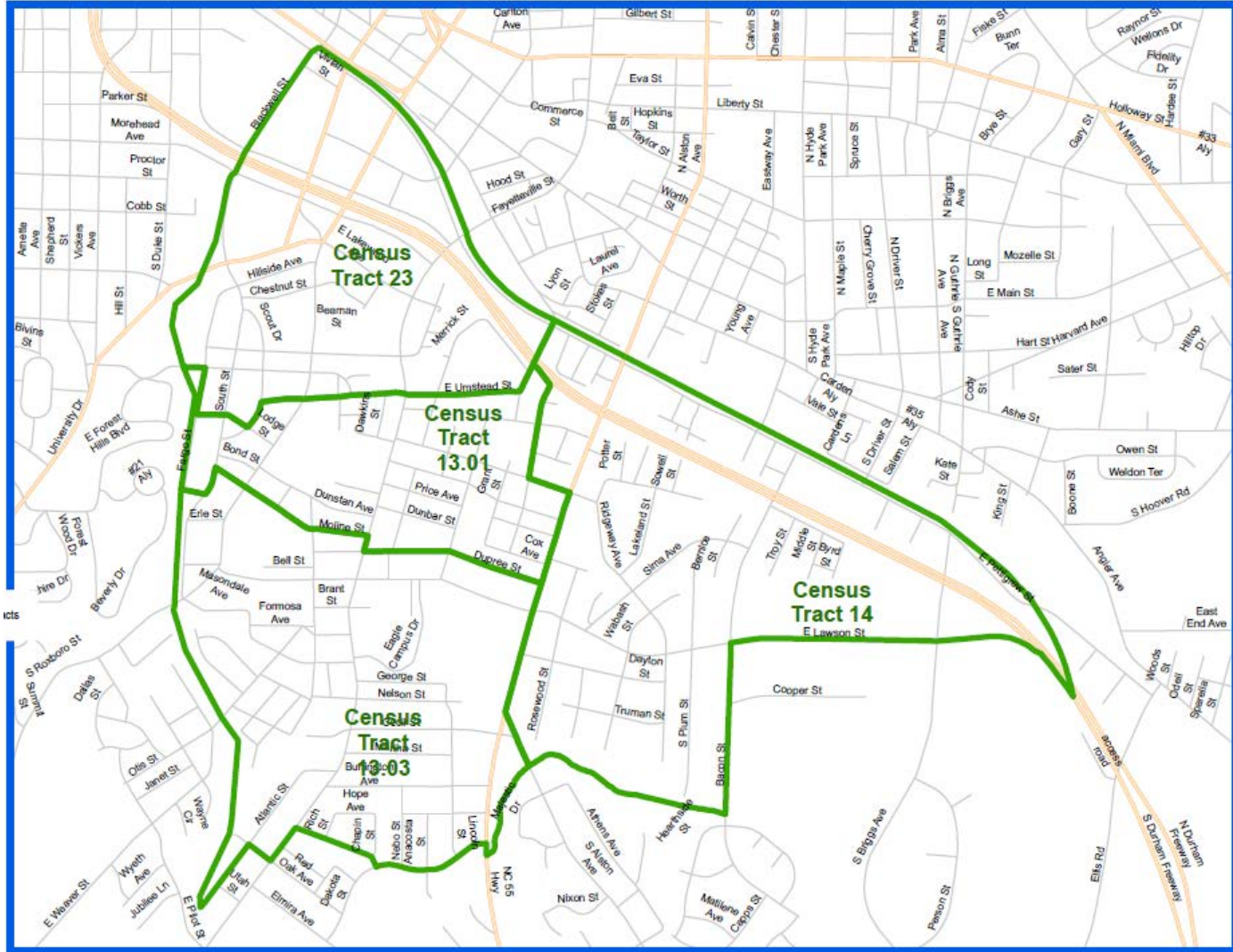


## Minor Repair - *continued*

<i>Repairs (continued)</i>	<ul style="list-style-type: none"><li>• Repair or replacement of dangerous or inadequate heating or cooling systems</li><li>• Replacement of deteriorated or severely broken water and sewer lines</li></ul>
<i>Geography</i>	Citywide

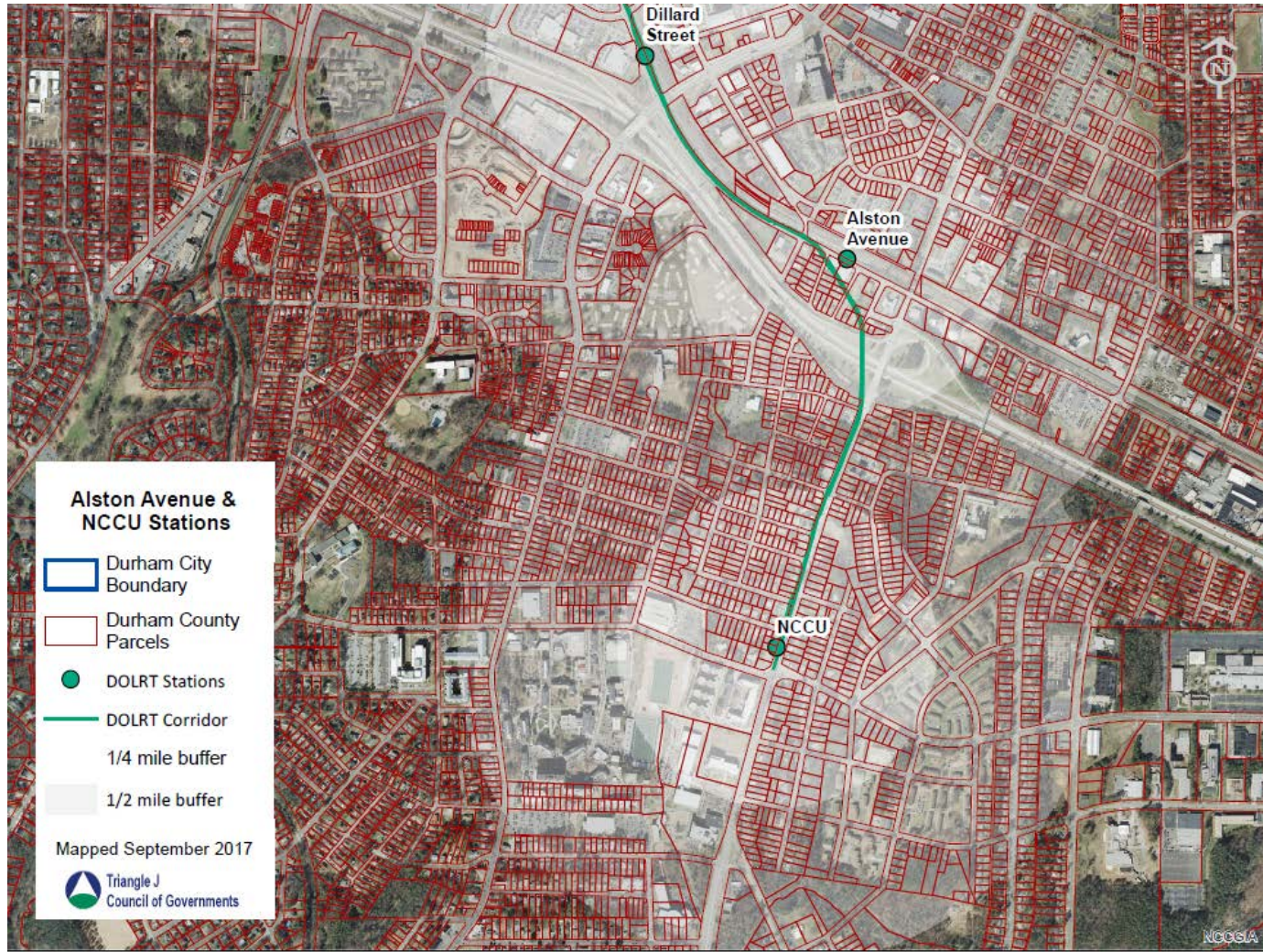


# DCD Priority Census Tract Map





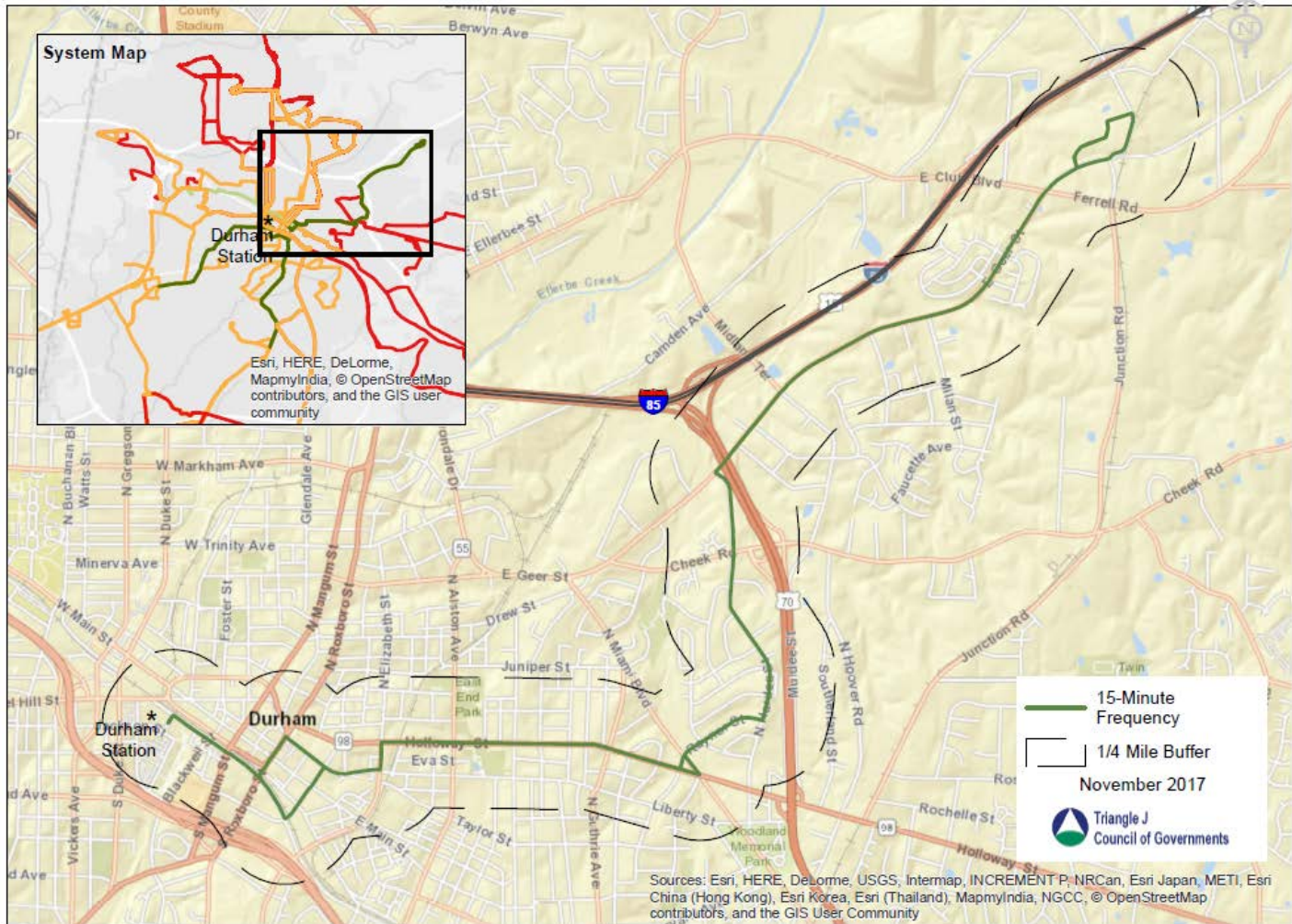
# Example of Station Area Map





# Example of Priority Bus Route Map

GoDurham Routes 3 & 3B & 3C - The Village/Glenview Station/Hwy 98





# FY17-18 Dedicated Housing Fund Awards Estimated Timeline

Month	Action
February 2, 2018	Applications due
February 2018	Staff and Citizen Advisory Committee (CAC) Application Review
March 2018	Draft Recommendations to City Manager and City Council
April 2018	Contract Process Begins



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## Flow of Federal Funds

- U.S. Department of Housing and Urban Development (HUD) grants funds to the City of Durham (City)
- City's funds are administered by HUD's Office Of Community Planning and Development (CPD)
- City is a participating jurisdiction (PJ) and entitlement community



# Goal of HUD's Community Planning and Development Programs

- Develop viable urban communities by...
  1. Providing decent housing,
  2. Providing a suitable living environment, and,
  3. Expanding economic development opportunities.

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# What Type of CPD Funds Does the City Receive?

- The City participates in the following HUD/CPD programs:

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Program	Current Allocation
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HOME	\$822,366
HOPWA	\$335,316
ESG	\$164,728
<b>Total</b>	<b>\$3,120,426</b>



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# HUD's Planning Process

- Five-Year Consolidated Plan
  - Identifies “Priorities” and Goals for the next five years
  - We are in the third year of 2015-2020 Consolidated Plan
- Annual Action Plan (AAP)
  - Details the City’s Plan for addressing needs in upcoming fiscal year. Due to HUD by May 15<sup>th</sup>.
- Both require citizen participation, public hearings, and approval by HUD



# Priorities Identified in the Current Consolidated Plan

- The following two areas were identified as “Priorities” in the Five-Year Consolidated Plan:
  1. Neighborhood Stabilization and Revitalization and;
  2. Special Needs Housing

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# ESG Program 24 CFR 576

Funding provided to:

- Engage homeless individuals and families living on the street;
- Improve the number and quality of emergency shelters for homeless individuals and families;
- Help operate these shelters;
- Provide essential services to shelter residents;
- Rapidly re-house homeless individuals and families; and
- Prevent families and individuals from becoming homeless

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# ESG Program-continued

- ESG funds to be awarded through this application process are limited to Rapid-Re-Housing activities.

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# ESG Performance Measures

- Adopted by Durham Continuum of Care
- Align with Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act
- Moving from Program to System Level Evaluation

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# Who is Eligible to Receive ESG Funding 24 CFR 576.25

- Non-profits
- Local Units of Governments
- Public Housing Authorities

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# Participation of Homeless Persons in Policymaking

- Recipients of ESG funds are required by law to provide for the participation of at least one homeless or formerly homeless person in a policy-making function within the organization.
- Example of participation - involvement of a homeless or formerly homeless person on the Board of Directors or similar entity that considers and sets policy or makes decisions for the recipient agency.



# HOME Program

## 24 CFR Parts 91 and 92

- To expand the supply of decent, safe, sanitary, and affordable housing
- Primary attention to rental housing, for very low-income and low-income families

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## HOME (CHDO) Funds

- HOME funds to be distributed through this application process are limited to the Community Housing Development Organization 15% (CHDO) set-aside.
- CHDOs seeking funding must meet the capacity requirements prescribed by HUD.
- Organization must be a certified CHDO (by the City of Durham or State of North Carolina) at the time of application.



# CDBG Program 24 CFR 570

**No CDBG funds will be awarded through the application process.**

All CDBG assisted activities must be eligible as specifically defined in the regulations AND meet one of three following National Objectives:

- Benefit low- and moderate-income persons;
- Aid in the prevention or elimination of slums or blights; or
- Meet a need having a particular urgency need

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# HOPWA Program

## 24 CFR 574

- **No HOPWA funds will be awarded through the application process.**
- To provide housing assistance and related supportive services for low-income persons (at or below 80% of area median income) living with HIV/AIDS and their families

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# FY 2018-19 Federal Funding Awards Estimated Timeline

Month	Action
December	“Needs” Public Hearing on Community Development
February	Staff and Citizen Advisory Committee (CAC) Application Review
February	Staff and CAC Exchange and Review Recommendations
March	Draft Recommendations to City Manager
March	Publish Draft Annual Action Plan (AAP)
April	Public Hearing on and Adoption of AAP
May	Submission of AAP to HUD
June	City issues Award Letters to Applicants
July	HUD Approval of AAP
September	HUD issues Funding Approval/Grant Agreements
September	Contract Process Begins



# Timeline for Applications

Date	Action
12-12-17	Release of Applications and Application Workshop
12-20-17 <b>1:00 – 3:00 PM</b>	Pre-Proposal Conference for Multifamily Preservation, Neighborhood Stabilization and Minor Repair Only.
1-05-18 <b>4:30 PM</b>	Deadline for Submittal of Written Questions to DCD
1-12-18 <b>4:30 PM</b>	Written Questions and Answers Posted by DCD
2-02-18 <b>3:00 PM</b>	Submission Deadline



## When are Applications Due?

All applications (including documents required to be submitted in hardcopy) are **DUE** no later than

**3:00 PM on Friday, February 2, 2018**

**Late applications will not be considered.**



## How Can Applications be Submitted?

- Applicants must complete and submit applications online using the ZoomGrants system.
- The button (i.e. access) to the applications in the ZoomGrants system is located on the Department's website:  
<http://durhamnc.gov/445/Community-Development>
- The online application process will be available from **December 12, 2017 to February 2, 2018 at 3:00 PM.**



# Got Questions?

**Questions may be submitted through the  
ZoomGrants system before  
January 5, 2018 at 4:30 PM.**

**For Federal Funding**

Helpful Website: <https://www.hudexchange.info/>



# Zoom Grants Orientation

- Overview of ZoomGrants
- ZoomGrants Online Application Process
- Questions and Answers