



**THE STATE OF CONNECTICUT
DEPARTMENT OF HOUSING**

in partnership with the

CONNECTICUT HOUSING FINANCE AUTHORITY

**State-Sponsored Housing Portfolio Recapitalization
Notice of Funding Availability**

This Notice of Funding Availability (this “NOFA”) is directed to owners of properties in the State-Sponsored Housing Portfolio (the “Portfolio”) seeking funding from the Department of Housing (“DOH”) and/or the Connecticut Housing Finance Authority (“CHFA”).

• **Background**

In 2012, the Governor announced a 10-year, \$300 million initiative to revitalize the Portfolio. In 2013, CHFA engaged a consultant to prepare a capital plan to inform the revitalization of the Portfolio properties in accordance with the Governor’s initiative (the “Capital Plan”). Over the course of this 10-year period, initially guided by the Capital Plan, DOH and CHFA expect to invest the funds authorized under this initiative to rehabilitate or redevelop each of the properties in the Portfolio. Total approximate funding available in connection with this NOFA is approximately \$20 million.

B. Eligible Applicants

Consideration for funding under this NOFA will be given to owners of:

- Properties for which the Capital Plan targets a transaction in 2014 through 2019
- Limited Equity Cooperatives; and
- Properties without specified transaction years and designated “Current - At-Risk” in the Capital Plan.

A complete list of eligible properties is included as Exhibit A.

Eligible applicants must be the owner of a property within the Portfolio, or a new affiliated entity created by such owner solely for the purpose of financing the capital improvements to the property.

Portfolio property owners intending to apply for 9% LIHTC’s (with or without subordinate State capital financing) should not respond to this NOFA and should instead apply in the annual 9% LIHTC round in the fall of 2017. Further guidance regarding such 9% LIHTC round applications will be provided at a later date.

Portfolio property owners, whether eligible for funding under this NOFA or not, may opt instead to apply for State capital financing (as well as 4% LIHTC’s and tax exempt bond financing) in an upcoming funding round under the Competitive Housing Assistance for Multifamily Properties (CHAMP) initiative if, and only if, the proposed project will result in the greater of (a) an increase of at least 20 new housing units and (b) an overall increase in the housing units at the property of at least 20%. For example, a

property with 30 units would be eligible if the proposed redevelopment project would add at least 20 units. Any such new units must not be age-restricted. Waivers may be requested for minor deviations from this threshold when meeting the threshold is not feasible.

The SSHP Pre-Transaction Critical Needs Funding remains available for projects that are not eligible under this NOFA but which may have immediate, discrete capital needs that must be addressed prior to the property's scheduled transaction year. Additional information regarding SSHP Pre-Transaction Capital Needs Funding is available at www.chfa.org.

Portfolio property owners, whether eligible for funding under this NOFA or not, may apply for predevelopment funding. Additional information about application requirements is available at www.ct.gov/doh.

Portfolio property owners are encouraged to contact their designated CHFA asset manager for more information on predevelopment or pre-transaction funding.

C. Eligible Uses of Funding

Under the Capital Plan, recapitalization models were developed with a transaction-specific recommendation for each property in the Portfolio. It is expected that the financial structure and scope of capital work of each transaction presented in response to this NOFA will be substantially similar to the recommendations for the project in the Capital Plan.

In the event an application for funding in response to this NOFA proposes a project scope that differs from the Capital Plan recommendation, such difference(s) must be highlighted and justified in a DOH/CHFA Pre-application Meeting.

The Capital Needs Assessment portion of the Capital Plan does not include the cost of environmental assessments, soft costs such as architectural, environmental testing, resident relocation, legal, and clerk of the works or similar nor does it include costs related to minimum required wage rates. Applicants will need to include any applicable costs in their application. Developer fee is eligible for tax credit transactions only. CHFA will hire a field observer during construction to represent the interests of CHFA and DOH. These costs will need to be included in the applicant's budget as well as costs to perform a close out audit of program costs.

Under the Capital Plan, leveraging of non-state resources is a priority and applicants are encouraged to seek all available resources, including those under their control. At a minimum, owners must leverage development reserves in excess of the CHFA per unit minimum and include a letter of participation from the utility company.

Because the Capital Plan does not prescribe a transaction scenario for limited equity cooperatives or properties designated as "Current - At-Risk," owners must propose a sustainable recapitalization plan that best meets the specific needs of these properties.

Owners of Current - At-Risk properties must request a DOH/CHFA Pre-application Meeting to discuss their proposed plan prior to submission of an application.

To request a DOH CHFA Pre-Application Meeting please, contact your asset manager to schedule a meeting no later than February 17, 2017.

Any application that proposes capital financing significantly in excess of Capital Plan recommendations, as adjusted, must highlight and justify these deviations.

There is no rental assistance available for this round.

D. Application Submission Requirements

A completed Consolidated Application (ConApp) must be submitted to be considered for funding. Threshold requirements, among others, for this application are:

- Architectural drawings and specifications that, at a minimum, meet the 40% completion standard, as defined in CHFA's 2017 Multifamily Design, Construction and Sustainability Standards and have been completed by an architect licensed in Connecticut. ("As-built" drawings and specifications will not be accepted.)
- Qualified development team members have been selected (including a licensed general contractor, architect and development consultant, as necessary)
- Demonstration in the application that rents (including any phased-in increases) will provide for sustainable operations for a minimum of 15 years
- Phase I Environmental Report
- Phase II Environmental Report (if required per below)
 - As stated in section 4.8.b of the ConApp, if a Phase 1 ESA recommends a Phase 2 ESA, the Phase 2 ESA must be submitted with the application for funding. If the Phase 1 ESA is silent as to whether a Phase 2 ESA should be completed but has identified one or more Areas of Concern (AOC), then a Phase 2 ESA must be completed and submitted with the application.
- Hazardous materials report, including radon testing and visual mold survey
- Zoning approval, if required
- Letter of Participation (LOP) with local utility company detailing energy-efficiency measures, estimated energy savings and incentives. The LOP process may take up to 30 days. In order to meet this requirement, applicants are advised to contact their local utility company as soon as possible to initiate the LOP process.

Eversource (incl. Yankee Gas): multifamily@eversource.com // (877) WISE-USE (ask for Multifamily Team)

United Illuminating (incl. CNG and SCG): john.ruckes@uinet.com // (877) WISE-USE

Please note: Recipients of funding under this NOFA will be required to release energy data to a CHFA-approved, web-based measurement and verification (M&V) energy use monitoring software platform.

- Certification that the owner is in compliance with Connecticut General Statutes ("CGS") Section 8-64a and 8-64c (if applicable)
- Certification that the owner has obtained a determination from the CT Department of Labor regarding applicability of prevailing wages (if applicable). Applicants may contact Matthew Ferri at the CT Department of Labor at (860) 263-6543 or matthew.ferri@ct.gov.
- Applicants must be in good standing with CHFA and DOH.

Please note: this funding opportunity will not feature a deficiency period. All applications must be complete as of submission on or before the submission deadline of April 26, 2017. DOH and CHFA reserve the right to request additional information or clarification as part of the application review process.

Consolidated Application

Applicants that are seeking 4% LIHTC must complete and submit the ConApp by selecting the following macro buttons on the application:

- Core Items
- LIHTC
- DOH Large Project

All other applicants must complete and submit the ConApp by selecting the following macro buttons on the application:

- Core Items
- DOH Large Projects.

POST-AWARD NOTIFICATION REQUIRED SUBMISSIONS

Any applicant receiving a funding award from DOH and/or financing approval from CHFA shall provide the following **after** notification and award and prior to contract closing (among the other required closing checklist items);

Fair Housing Marketing Plan – In accordance with CGS 8-37cc, the Fair Housing Marketing Plan “shall have provisions for recruitment of an applicant pool that includes residents of municipalities of relatively high concentrations of minority populations.” A complete plan will include:

- Affirmative Fair Housing Marketing Plan AA5 form and instructions
- Tenant Selection Methodology
- Discrimination Complaint Procedure
- Fair Housing Law Violation(s), if any, for the applicant entity, the applicant entity’s general partner (or managing member) and the Management Agent

Relocation Plan - The Relocation Plan must be prepared in accordance with 49 CFR 24.2, HUD Handbook 1378, Chapter 135 of the CGS and any applicable regulations. The Relocation Plan must demonstrate an effort to minimize the impact of relocation on the tenants and must include an estimated budget for relocation activities and the source(s) of funds. Please note: related costs for permanent or temporary relocation must also be included in the development budget in the ConApp.

Management Agent Confirmation - Managing Agents who have not been previously approved by CHFA will be required to submit information, including but not limited to:

- Demonstration that the Agent is a licensed Real Estate Broker in good standing in the State of Connecticut
- Documentation from the Office of the Secretary of State indicating that the Agent is registered to do business in the State of Connecticut
- Demonstration of training and experience in management of multifamily residential housing acceptable to CHFA
- Financial statements of the Management Agent reflecting current financial status and resources (*See CHFA Management Agent Approval Requirements*)

Application Submission

Applications for funding under this NOFA are available on the individual project SharePoint website.

Applications must be submitted no later than April 26, 2017 at 4:00 p.m.

All application materials must be submitted via electronic submission through the DOH/CHFA SharePoint website. To obtain a SharePoint account, submit an email request no later than April 14, 2017,

to applicationrequest@chfa.org. Include the following information in your request:

- Funding Round (i.e. SSHP 2017)
- Property Name
- Applicant Name
- Primary Contact Name, email and phone number

Applicants will subsequently receive an email from the system administrator that contains a link to the SharePoint website.

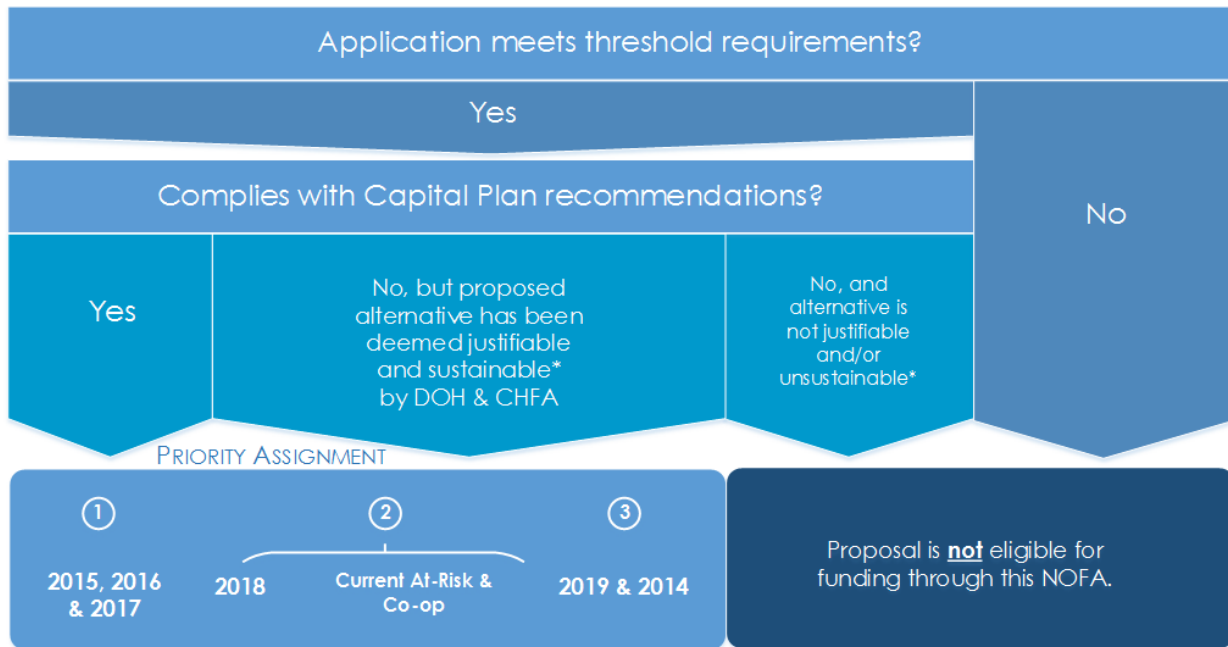
Hard copies of full-sized architectural drawings and specifications must be received **no later than April 26, 2017 at 4:00 p.m.** and addressed to:

CT Housing Finance Authority
Attn: Jennifer Landau
999 West Street
Rocky Hill CT 06067

E. Selection Criteria

Applications will be evaluated according to priority as illustrated in the following chart:

Proposed alternative projects may be deemed “preferable” by DOH and CHFA, after a DOH/CHFA Pre-application Meeting with the potential applicant, if the alternative project is cost effective, sustainable, leverages non-State resources to the maximum extent, and, based on the totality of the facts and circumstances, is a prudent approach in the interest of the State, CHFA, the property residents and the property owner.



All applications will be evaluated in sequence above. Applications will then be evaluated within the above Priority Assignment categories, based on the following characteristics:

- Readiness to Proceed
- Development Team Capacity
- Leveraged Non-State Resources

*A proposal is "sustainable" if it demonstrates that, after implementing the measures outlined in the proposal, the property's 20-year capital needs are met and the property's operations will not require further capital investment over a 15-year period.

Applicants that do not meet the eligibility requirements defined in Section B will not be considered.

F. Questions regarding the NOFA

Potential applicants may submit questions by e-mail. All questions must be received by 4:00 p.m. on April 12, 2017 to the following email address: sshprfp@chfa.org.

Answers to all relevant substantive questions, will be posted on a rolling basis on the NOFA announcement page on the CHFA website [here](#) and at the DOH website [here](#).

Potential applicants may also request a DOH/CHFA Pre-application Meeting to discuss their potential projects by contacting their Asset Manager no later than February 17, 2017.

G. Timeline

<u>Event</u>	<u>Date</u>
Release of NOFA	December 30, 2016
Pre-Application Meetings	Must be requested by February 17, 2017
Deadline for Submission of Questions	April 12, 2017
Submission Deadline	April 26, 2017 at 4:00 pm
Selections Announced (anticipated)	August 2017

H. Reservations

All applications submitted in response to this NOFA are the sole property of the State and subject to the provisions of Connecticut’s Freedom of Information Act, CGS §1-200 et seq., which provides that public records and documents are subject to public access and copying unless specific exemptions to disclosure exist. If an applicant believes that portions of its application are exempt from disclosure, the applicant should mark the specific portions as confidential. Acceptance of an application by DOH and/or CHFA which contains such reservations is not an agreement that the material is confidential or exempt from disclosure. DOH and CHFA reserve the right to amend or cancel this NOFA, to modify or waive any requirement, condition or other term set forth in this NOFA or the application, to request additional information at any time from one or more applicants, to select any number of applications submitted in response to this NOFA, or to reject any or all such applications, in each case at DOH’s and/or CHFA’s sole discretion. DOH and/or CHFA may exercise the foregoing rights at any time without notice and without liability to any applicant or any other party. Applications to this NOFA shall be prepared at the sole expense of the applicant and shall not obligate DOH and/or CHFA to procure any of the services described therein or herein from any applicant. DOH and/or CHFA shall not be obligated to any applicant until a final written agreement has been executed by all necessary parties thereto and all applicable approvals have been obtained.

EXHIBIT A**List of Eligible Properties**

CHFA Number	Development Name	Municipality	Transaction Year	Deal Type
85051D	Essex Court	Essex	2014	4% LIHTC
85061D	Town Hall Annex	Greenwich	2014	CHFA/FHA
85131D	Hillside Terrace & Extension	North Branford	2014	4% LIHTC
85136D	Colonial Village	Norwalk	2014	CHFA/FHA
95094D	16 School St	Norwalk	2014	CHFA/FHA
85138D	Hillside Terrace	Norwich	2014	4% LIHTC
92077D	Parkside Gables	Stamford	2014	4% LIHTC
85004D	Reynold`s Ridge 166	Bethel	2015	4% LIHTC
86001D	Reynold`s Ridge 133	Bethel	2015	4% LIHTC
85064D	Pequot Village I & II	Groton	2015	4% LIHTC
94021D	Wooster Street (fka Summers Square)	Hartford	2015	Soft loan
85120D	Beechwood Gardens	New Haven	2015	Soft loan
85145D	Sunny Acres	Plainfield	2015	4% LIHTC
85148D	Gosinski Park	Plymouth	2015	4% LIHTC
85158D	Castle Heights & Hoffman Heights	Seymour	2015	4% LIHTC
88049D	Broder Place, Laurel Court & Maple Court	Suffield	2015	4% LIHTC
95124D	Dodge Farms	Washington	2015	Soft loan
85020D	Coal Pit Hill, Fairfield Ridge, Mill Ridge & Extension	Danbury	2016	4% LIHTC
85031D	Cicia Manor, Lakeview Apts & Stygar Terrace	Derby	2016	4% LIHTC
85042D	Green Valley Village	Enfield	2016	4% LIHTC
85043D	Laurel Park	Enfield	2016	4% LIHTC
77014D	Ward / Affleck	Hartford	2016	Soft loan
85158Z	Smith Acres & Extension	Seymour	2016	4% LIHTC
85172D	Wapping Mews	South Windsor	2016	CHFA/FHA
85186D	Green Manor	Thomaston	2016	4% LIHTC
85208D	McGuire Court	Wallingford	2016	4% LIHTC
85207D	South Side Terrace	Wallingford	2016	CHFA/FHA
85224Z	Terry Court	Windham	2016	4% LIHTC
85006D	Augustana/Bishop Curtis Homes	Bethel	2017	Soft loan
92002D	Helms Housing	Bridgeport	2017	CHFA/FHA
85085D	Maple Courts	Danielson-Killingly	2017	4% LIHTC
85040D	Snipsic Village I & II	Ellington	2017	4% LIHTC
94036D	Bristol Apts	Hartford	2017	Soft loan
90075D	Stonecroft Village	Hebron	2017	CHFA/FHA

CHFA Number	Development Name	Municipality	Transaction Year	Deal Type
94052D	Bantam Falls & Wells Run	Litchfield	2017	Soft loan
85096D	Johnson Farms	Meriden	2017	4% LIHTC
85100D	Marino Manor	Middletown	2017	4% LIHTC
85169D	Zdunczyk Terrace	Southington	2017	4% LIHTC
85229D	New Roxbury Village	Woodstock	2017	CHFA/FHA
85026D	Fairfield Ridge Rehab	Danbury	2018	4% LIHTC
85087D	Birchwood Terrace	Danielson-Killingly	2018	4% LIHTC
94048D	Maple Court II	Danielson-Killingly	2018	4% LIHTC
77013D	Hale Farm	Glastonbury	2018	Soft loan
94035D	M.J. Caruso Gables	Hartford	2018	4% LIHTC
94037D	Ed O'Neill House	Hartford	2018	CHFA/FHA
91135D	Alberta Jagoe Commons, C. McKeen Village I & II, DeMaio Gardens	Milford	2018	4% LIHTC
95086D	Ella B. Scantlebury	New Haven	2018	CHFA/FHA
85134D	Parkside Manor & Temple Pines	North Haven	2018	4% LIHTC
85190D	Old Post Village	Tolland	2018	4% LIHTC
85204D	Ulbrich Heights & Extension	Wallingford	2018	4% LIHTC
85225D	Jonathan Trumbull & Rev. Honan Terrace	Windham	2018	4% LIHTC
90030D	D.J. Komanetsky	Bristol	2019	4% LIHTC
85011D	Brooks Quarry	Brookfield	2019	4% LIHTC
85018D	Orchard Hill Est II	Coventry	2019	4% LIHTC
88004D	Old Town Hall	Darien	2019	4% LIHTC
85038D	Park Hill	East Windsor	2019	4% LIHTC
85066D	Grasso Gardens I & II	Groton	2019	4% LIHTC
00003D	Bacon Congregate	Hartford	2019	4% LIHTC
96049D	New Horizons	Middlebury	2019	Soft loan
89036D	4-6 Arch St	Norwalk	2019	CHFA/FHA
85162D	Sinsabaugh Heights I & II	Shelton	2019	4% LIHTC
85174D	Avery Park & Extensions	Stafford	2019	4% LIHTC
85181D	E. K. Richmond Homes	Stonington	2019	4% LIHTC
85183D	Shiloh Gardens	Stratford	2019	4% LIHTC
85188D	Gladys Green Apts & Pineview Court	Thompson	2019	4% LIHTC
85202D	Greenwood Manor	Voluntown	2019	Soft loan
85228D	Shad Run Terrace	Windsor	2019	4% LIHTC
85001D	J.J. O'Donnell Apts	Ansonia	n/a	Current - At-Risk
95002D	Pompey Hollow	Ashford	n/a	Current - At-Risk
85002D	Marjorie Moore Village & Percival Heights	Berlin	n/a	Current - At-Risk
85005D	Parkside Vill. I & II	Branford	n/a	Current - At-Risk
85014D	TWENTY ONE	Canton	n/a	Current - At-Risk
85016D	Dublin Village & Annex & Ponemah Village	Colchester	n/a	Current - At-Risk
85036D	Veteran Terrace & Extension	East Hartford	n/a	Current - At-Risk
85044D	Enfield Manor & Extension	Enfield	n/a	Current - At-Risk
92029D	Pine Grove Manor	Enfield	n/a	Current - Co-op

CHFA Number	Development Name	Municipality	Transaction Year	Deal Type
98019D	Pleasant St Co-op	Enfield	n/a	Current - Co-op
91071D	Herbert Clark House	Glastonbury	n/a	Current - At-Risk
95050D	Cobbs Mill Crossing Cooperative	Glastonbury	n/a	Current - Co-op
85060D	Armstrong Court	Greenwich	n/a	Current - At-Risk
89007D	McKinney Terrace I & II	Greenwich	n/a	Current - At-Risk
99012D	Hill House	Greenwich	n/a	Current - At-Risk
91096D	Faith Manor	Hartford	n/a	Current - At-Risk
77015D	Harrington Place Cooperative	Hartford	n/a	Current - Co-op
94045D	Villa Coqui Apts.	Hartford	n/a	Current - Co-op
95040D	Sheldon Common I Co-op	Hartford	n/a	Current - Co-op
95051D	Sheldon Common II Co-op	Hartford	n/a	Current - Co-op
95055D	Amistad Court Cooperative	Hartford	n/a	Current - Co-op
96026D	Rehoboth Place Cooperative	Hartford	n/a	Current - Co-op
93041D	Tannery Brook Cooperative	Litchfield	n/a	Current - Co-op
85090D	Spencer Village & Extension	Manchester	n/a	Current - At-Risk
92050D	Common Thread Cooperative	Manchester	n/a	Current - Co-op
85094D	Wright`s Village	Mansfield	n/a	Current - At-Risk
94056D	Florence S. Lord	Marlborough	n/a	Current - At-Risk
85105D	Freedom Village & Independence Village	Montville	n/a	Current - At-Risk
04002D	Security Manor	New Britain	n/a	Current - At-Risk
91161D	Washington School	New Britain	n/a	Current - At-Risk
96054D	So Main St Co-op/Willow Brook Estates Condo	New Britain	n/a	Current - Co-op
85129D	Gordon/Riozzi Courts	New London	n/a	Current - At-Risk
85130D	G. Washington Carver Bldg	New London	n/a	Current - At-Risk
85133D	Wangum Village	North Canaan	n/a	Current - At-Risk
85139D	Melrose Park & Sunset Park	Norwich	n/a	Current - At-Risk
85141D	Eastwood Court & Harry Schwartz Manor	Norwich	n/a	Current - At-Risk
85142D	Rosewood Manor & Extension	Norwich	n/a	Current - At-Risk
85144D	Hillside Apartments	Norwich	n/a	Current - At-Risk
89037D	St. Jude Common	Norwich	n/a	Current - At-Risk
90107D	J.F. Kennedy Apts & Heights	Norwich	n/a	Current - At-Risk
84001D	Center View Manor, Sunset Village & Woodmoor Village	Plainville	n/a	Current - At-Risk
98059D	Seely Brown Village	Pomfret	n/a	Current - At-Risk
85152D	Lincoln Park	Preston	n/a	Current - At-Risk
85153D	Walter Crabtree Apts & Wm. St. Onge Apts	Putnam	n/a	Current - At-Risk
92071D	Prospect Ridge Congregate	Ridgefield	n/a	Current - At-Risk
92093D	Greenfield Village Coop Assoc.	Rocky Hill	n/a	Current - Co-op
89038D	Harold J. Murphy Apts & Rocky Hill Seniors	Rocky Hill	n/a	Current - At-Risk
85163D	Murphy Apts/Extension & Virginia Connolly	Simsbury	n/a	Current - At-Risk
90116D	Wormser Congregate	Stamford	n/a	Current - At-Risk
91239D	Riverside School Cooperative	Torrington	n/a	Current - Co-op
85195D	Stern Village	Trumbull	n/a	Current - At-Risk
85206D	East Side Terrace	Wallingford	n/a	Current - At-Risk

CHFA Number	Development Name	Municipality	Transaction Year	Deal Type
95126D	Cherry St Cooperative	Waterbury	n/a	Current - Co-op
98077D	Lawrence Crest Co-op	Waterbury	n/a	Current - Co-op
85215D	Buckingham Terrace, Country Ridge & Truman Terrace	Watertown	n/a	Current - At-Risk
91264D	Brace Dale Cooperative	West Hartford	n/a	Current - Co-op
95135D	Patchogue Place Cooperative	Westbrook	n/a	Current - Co-op
85220D	Adams Apts & Comhall Conv	Wethersfield	n/a	Current - At-Risk
86013D	Hevrin Terrace - MR Section-8	Windham	n/a	Current - At-Risk
90138D	Union St Cooperative, Inc	Windham	n/a	Current - Co-op
	Westbrook and Bowles Park	Hartford	not in CP	