

**The Coronavirus State and Local Fiscal  
Recovery Funds (SLFRF)  
Under The American Rescue Plan Act  
(ARPA) and  
Affordable Housing Trust Funds**



**Notice of Funding Availability (NOFA)**  
*(Affordable Housing Development and Preservation Only)*

**Release of Application Packet: January 17, 2023**

**Applications Due: February 14, 2023**

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## NOTICE OF FUNDING AVAILABILITY

### **The Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Under The American Rescue Plan Act (ARPA) and Affordable Housing Trust Funds**

The City of Richmond is issuing this Notice of Funding Availability (NOFA) for the allocation of funding provided by the American Resuce Plan Act (ARPA), as well as Affordable Housing Trust Funds for multifamily development and preservation projects only.

On March 11, 2021, the American Rescue Plan Act was signed into law, and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund, which together make up the Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) program. This program is intended to provide support to State, territorial, local, and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses. The City of Richmond’s ARPA Spending Plan was approved by City Council on October 25, 2021. The funds are to be used in response to the disease itself or the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID-19 public health emergency and cannot be grossly disproportionate to the harm experienced. This funding is intended for projects that will align with “Building Stronger Communities Through Investments in Housing and Neighborhoods”. The ARPA and AHTF grant applications must be for projects that will have a direct impact on or to improve access to stable, affordable housing among unhoused individuals and families; affordable housing development to increase the supply of affordable and high-quality housing units in neighborhoods with high levels of economic opportunity and mobility for low-income residents and to help residents increase their economic opportunity and reduce concentrated areas of low economic opportunity, as well as preserve existing affordable multifamily housing units.

The goal of the Affordable Housing Trust Fund (AHTF) is to develop and preserve affordable housing units for Richmond’s low-income households. The AHTF achieves this goal by providing gap funding for development and preservation projects.

**This funding round is to award \$8,000,000 in ARPA Funding through a competitive application process. This round will also include \$1,300,000 in AHTF Funding.**

Priority will be given to those projects that help to advance the City’s housing goals as listed below:

- 2,000 very low (50% AMI) to low income (80% AMI) new homeowners by January 1, 2033 (with 200 new low and moderate income homeowners by January 1, 2025)
- 10,000 new affordable rental units for households earning up to 60% AMI by January 1, 2033 (with 2000 new rental units built by January 1, 2025).
- 350 new Permanent Supportive Units by January 1, 2026 (with 200 new PSH units developed by January 1, 2025); and

- The transformation of the BIG SIX RRHA development sites into Communities of Choice and the de-concentration of poverty in Council Districts 3, 6, and 7 by January 1, 2037

Application packages will be available beginning January 17, 2023, on the City of Richmond's website: <https://www.rva.gov/>. To request an application by email or for a paper copy, please contact Mr. Merrick Malone via email at [Merrick.Malone@rva.gov](mailto:Merrick.Malone@rva.gov) or via phone at (804) 646-7426. Applicants must submit their applications electronically to Ms. Sherrill Hampton via email at [Sherrill.Hampton@rva.gov](mailto:Sherrill.Hampton@rva.gov). **Please submit all applications and attachments in a single compressed electronic file.**

**All proposals and applications must be received no later than 4 p.m. on Tuesday, February 14, 2023.** Faxed applications and late submissions will **not** be accepted.

The City will host a **mandatory virtual workshop** for applicants on Thursday, January 26, 2023 from 10:00 a.m. - 12:30 p.m. All entities that will submit an application must attend the virtual workshop. Please contact Kristen Stell ([Kristen.Stell@rva.gov](mailto:Kristen.Stell@rva.gov)) or via telephone at (804) 646-7824 by **4:00 p.m. on January 25, 2023** to register for the workshop. The workshop link and materials will be sent to persons registered on the evening before the workshop.

Please direct all questions to the Department of Housing and Community Development at (804) 646-1766. The City of Richmond does not discriminate on the basis of disability status in the admission or access to its programs. Virginia Relay Center - TDD users dial 711.

**Disclaimer/Disclosure: The City of Richmond reserves the right to award funding other than what has been requested by an applicant, at its discretion, for projects that meet an immediate need, priority, or goal of the City, and is an eligible activity as permitted by the City's general provisions for ARPA and/or AHTF funding.**



**GENERAL GUIDELINES FOR ENTITIES  
APPLYING  
IN THE CITY OF RICHMOND’S SECOND  
TRANCHE ARPA AND AHTF FUNDING CYCLE  
(MULTIFAMILY AFFORDABLE HOUSING  
DEVELOPMENT AND PRESERVATION ONLY)**

Eligible uses must be in response to the disease itself or the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID-19 public health emergency and cannot be grossly disproportionate to the harm experienced. **(Excerpt from the US Department of Treasury’s Interim Final Guidance.)**

The City of Richmond’s Housing and Community Development Department (HCD) will utilize the following broad categories to describe eligible uses for funding under its second tranche of ARPA funds. The language below is also taken directly from the *Treasury Department’s Interim Final Guidance*:

- **Building stronger communities through investments in housing and neighborhoods** are eligible services. These include but are not exclusive to:
  - a) **Services to address homelessness** such as supportive housing, and to improve access to stable, affordable housing among unhoused individuals.
  - b) **Affordable housing development** to increase supply of affordable and high-quality living units; but cannot be used for demolition; and
  - c) **Housing vouchers, residential counseling, or housing navigation assistance** to facilitate household moves to neighborhoods with high levels of economic opportunity and mobility for low-income residents, to help residents increase their economic opportunity and reduce concentrated areas of low economic opportunity
  
- **Specifically, the eligible uses for this second tranche of the City of Richmond’s ARPA funding must benefit low and moderate income persons as defined by HUD and include the following:** (Note that not all eligible uses under ARPA are permitted uses under the City’s program. In addition, the City reserves the right to make revisions, without prior notice, if the Final Rule is revised or updated by the US Treasury Department and/or given changes in community impacts based on the COVID-19 pandemic, or health concerns caused by COVID variants, as well as local

needs. However, the City of Richmond will provide notice of revisions made within fifteen (15) days of their implementation.)

- New construction and/or preservation of multifamily and other rental units. However, demolition is **not** an allowable expense per Treasury’s Interim Final Guidance.
- **Ineligible Uses:** (While some of these activities may be eligible under ARPA, they are not permitted uses under this round of the City’s ARPA Program. The City is using its ARPA funding to address needs previously identified and that meet goals articulated in our various housing plans, which have been seriously impacted by COVID-19, as well as seek to enhance alignment of its available resources as it relates to furthering affordable housing opportunities given the pandemic and post pandemic impacts). Under the Affordable Housing Trust, projects involving housing-related services are no longer allowed.)

- Expenses incurred prior to March 3, 2021
- Demolition activities
- Owner-occupied rehabilitation activities
- Eviction diversion activities
- Payment of property taxes
- Assistance to unemployed workers, state unemployment insurance trust funds
- Educational disparity assistance
- Premium Pay
- Revenue Loss
- ARPA funds cannot be used as a non-federal match for other federal programs, especially where it is explicitly prohibited
- Community violence prevention programs
- Rainy day funds, financial reserves or similar funds
- Satisfaction of any obligation arising under or pursuant to a settlement agreement, judgment, consent decree, or judicially confirmed debt restructuring plan in a judicial, administrative, or regulatory proceeding, except to the extent the judgment or settlement requires the provision of services that would respond to the COVID-19 public health emergency
- Single-family New Construction Projects
- Projects for Housing-Related Services

**Additional items to note for entities submitting an application:** Priority will be given to those projects that assist in advancing the City’s new housing goals as listed below:

- 2,000 very low (50% AMI) to low income (80% AMI) new homeowners by January 1, 2033 (with 200 new low and moderate income homeowners by January 1, 2025)

- 10,000 new affordable rental units for households earning up to 60% AMI by January 1, 2033 (with 2000 new rental units built by January 1, 2025).
- 350 new Permanent Supportive Housing Units by January 1, 2026 (with 200 new PSH units developed by January 1, 2025); and
- The transformation of the BIG SIX RRHA development sites into Communities of Choice and the de-concentration of poverty in Council Districts 3, 6, and 7 by January 1, 2037.
- Priority will be given to projects that provide affordable housing for persons at or below 50% of the Area Median Income (AMI). This priority may also be accomplished by utilizing income averaging as it relates to affordable housing development.
- Eligible applicants include nonprofits w/federal tax-exempt designation as well as for-profit developers undertaking affordable housing development activities.
- All applications must clearly address how the proposed project meets or is in direct response to the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID-19 public health emergency.
- Leveraging is a must and should be succinctly shown in the required Project Leveraging Table.
- The deadline for obligating funds is **September 30, 2024**, and the deadline for project completion and expending all funds is **November 30, 2026**.
- Environmental reviews will be required but based on the following protocols:
  - For multifamily rental projects, a full environmental assessment following the Part 58 guidelines for NEPA will be required. However, the environmental reviews are an allowable expense for projects involving rental development or preservation activities and should be included in the application’s line-item budget.
    - Market studies are required for all development or preservation projects and are an allowable expense and should be included in the application’s line-item budget. Note that all market studies are due within 60 days of funding award and all funding awards are conditional on receipt of a market study that clearly depicts the market need for the proposed project.
    - All multifamily rental projects must include a marketing plan with the application.
    - For rental housing preservation projects, if there are existing tenants, a relocation plan should be included with the application for funding. Also, relocation costs are an allowable expense and should be included in the line-item budget for the project.
    - Funding assistance may be in the form of a grant, low-interest loan, or other form and will be determined by the City of Richmond on a project-by-project basis.

➤ **Associated Documents:**

- City of Richmond’s Ordinance for ARPA Spending Plan <https://richmondva.legistar.com/View.ashx?M=F&ID=9913787&GUID=F43E3F79-1319-46F6-AB44-566A30429638>

- Treasury Final Guidance <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>
- Richmond300 [https://www.rva.gov/sites/default/files/2021-03/R300\\_Adopted\\_210331\\_0.pdf](https://www.rva.gov/sites/default/files/2021-03/R300_Adopted_210331_0.pdf)



**APPLICATION GUIDELINES**  
**The Coronavirus State and Local Fiscal Recovery Funds (SLFRF)**  
**Under The American Rescue Plan Act (ARPA) and**  
**Affordable Housing Trust Funds**

**Purpose**

The City of Richmond is utilizing a competitive application process to allow organizations and developers to apply for funding that meets critical needs through housing, economic and community development activities. Funding is made available through the City's 2<sup>nd</sup> Tranche ARPA and AHTF Funding Programs.

Eligible uses must be in response to the disease itself or the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID-19 public health emergency and cannot be grossly disproportionate to the harm experienced. These funds are to be allocated to projects that can be completed within three years. The funding will be available on a competitive basis to the following types of organizations: non-profits, Community Housing Development Organizations (CHDOs), for-profit developers, economic development, housing or human service agencies, and/or organizations with federal tax-exempt status undertaking multifamily development or preservation projects. The use of the funds is to support activities that are intended for projects that will align with "Building Stronger Communities Through Investments in Housing and Neighborhoods". The ARPA and AHTF grant applications must be for projects that will have a direct impact on or to improve access to stable, affordable housing among unhoused individuals and families; affordable housing development to increase the supply of affordable and high-quality housing units in neighborhoods with high levels of economic opportunity and mobility for low-income residents and to help residents increase their economic opportunity and reduce concentrated areas of low economic opportunity, as well as preserve existing affordable multifamily housing units.

**This funding round is to award \$8,000,000 in ARPA Funding through a competitive application process. This round will also include \$1,300,000 in AHTF Funding.**

**I. Planning and Submission**

- A. Distribution** - Application packages will be available on the City of Richmond's website: <https://www.rva.gov/>. To request an application by email or for a paper copy, please contact Mr. Merrick Malone via email at [Merrick.Malone@rva.gov](mailto:Merrick.Malone@rva.gov) or via phone at (804) 646-7426.
- B. Staff Consultation** - Staff members are available to discuss proposed projects, the application process, and other issues over the phone or in person. Appointments are required or via a TEAMS meeting. Please call Merrick Malone at (804) 646-7426 to schedule an appointment for a telephone or TEAMS meeting.

Language Assistance Information - Office of Multicultural Affairs (804) 646-0145.

- C. Deadline for Submission – Applications for ARPA/AHTF Funds must be submitted no later than 4:00 p.m. on Tuesday, February 14, 2023.** Applicants must submit their application electronically to Ms. Sherrill Hampton, by email at [Sherrill.Hampton@richmondgov.com](mailto:Sherrill.Hampton@richmondgov.com). Submit applications and attachments in a single compressed file.

**II. NOFA Application Instructions** - In an effort to simplify the preparation and review of applications, there is one application format for all proposals. Please check the appropriate funding type and complete the appropriate sections of the application. An application packet for each project that an applicant proposes to receive funding for must be submitted. Applications are to be submitted electronically in a compressed file to Ms. Sherrill Hampton at [Sherrill.Hampton@rva.gov](mailto:Sherrill.Hampton@rva.gov). Please read all of the information carefully before submitting.

- a. **Application Checklist**- The Application Checklist should be used to ensure that a completed application is being submitted.
- b. **Attachments** - All attachments must be provided, and the attachments should be kept to a minimum. All necessary information should be placed on the application forms. Other documents cannot replace the application. All attachments should be submitted with the application in a compressed electronic file sent to [Sherrill.Hampton@rva.gov](mailto:Sherrill.Hampton@rva.gov).

**III. Summary of Evaluation Criteria (See Attachment A)**

- a. A joint review process will be conducted by HCD staff along with a third party to review applications and provide funding recommendations to the Affordable Housing Trust Fund (AHTF) Board.
- b. The evaluation consists of a four-part, 100-point evaluation criteria. Applications are evaluated based on the following criteria: Project Feasibility (50 points), Income Targeting/Special Populations Served (20 points), Leveraging and Affordability (25 points), and Objectives and Linkages (5 points).



## **Cover Sheet**

### **The Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Under The American Rescue Plan Act (ARPA) and Affordable Housing Trust Funds**

1. **Program Funds Requested: (Remember an application is required for each proposed project).**

#### **ARPA and AHTF PROJECT FUNDING REQUEST:**

- Multi-Family Housing Units (New Construction Rental)
- Preservation (Rental Only; No Owner-Occupied Rehab Permitted)

2. **Amount Requested:** Click or tap here to enter text.

3. **Contact Information:**

Organization: Click or tap here to enter text.

Project Name: Click or tap here to enter text.

Contact Person: Click or tap here to enter text.

Phone: Click or tap here to enter text.

Email: Click or tap here to enter text.



**APPLICATION CHECKLIST**  
**The Coronavirus State and Local Fiscal Recovery Funds (SLFRF)**  
**Under The American Rescue Plan Act (ARPA) and**  
**Affordable Housing Trust Funds**

**Project Name:** Click or tap here to enter text.

**Applicant (Organization) Name:** Click or tap here to enter text.

**Funding Package:** (Submit electronically to Sherrill Hampton)

<b>Application Checklist</b>	<input type="checkbox"/>
<b>Activity Budget Summary Sheet</b>	<input type="checkbox"/>
<b>Overall Budget Sheet</b>	<input type="checkbox"/>

**Attachments:** (Provide as applicable, please check the appropriate boxes)

- Federal Tax-Exempt Certification
- Latest IRS 990 or Tax Returns
- Previous Fiscal Year Audit/Financial Statements
- Current Year Operating Budget
- By-Laws
- Articles of Incorporation
- Organizational Chart
- Business and or Development Strategic Plan
- List of Board of Directors, Members, and Executive Officers
- Project organizational Chart of Full- and Part- time Employees assigned to project
- Project Assigned Employee Resumes
- Partnership Agreements with other agencies
- Documentation Evidencing Site Control, Zoning and Entitlements  
and project permit status,
- Development Budget, Pro Forma Operating Budget, Financial Commitments
- Marketing Plan
- Corporation Commission Certification
- SAMS Registration
- Council Adopted Plan
- Other (Specify)Click or tap here to enter text.
- Realistic Comprehensive Development Schedule from Project inception to completion
- List of Professional Service Providers and Partners i.e. Architects, General Contractors,  
Engineers



**APPLICATION**  
**The Coronavirus State and Local Fiscal Recovery Funds (SLFRF)**  
**Under The American Rescue Plan Act (ARPA) and**  
**Affordable Housing Trust Funds**

**Instructions:** This form must be completed by all organizations and agencies applying for funds.  
**PLEASE NOTE:** You must complete a separate application for each project.

**1. Funds Requested:**

Multifamily Units (New Construction Rental)

Preservation of Units (Rental)

**2. Organization Information:**

Organization Name: Click or tap here to enter text.

Federal Tax ID: Click or tap here to enter text.

DUNS Number: Click or tap here to enter text.

Project Name: Click or tap here to enter text.

Project Contact Person: Click or tap here to enter text.

Mailing Address: Click or tap here to enter text.

Phone: Click to enter text. Facsimile: Click to enter text. Email: Click to enter text.

Chief Executive Officer/Executive Director: Click to enter text. Signature: Click or tap here to enter text.

Is your organization incorporated? (Include applicable attachments)  Yes  No

Is your organization: (include applicable attachments)

A non-profit with approved Federal tax-exempt certification?  Yes  No

A for-profit business  Yes  No

Total operating budget for the organization, including income/revenues from all sources.

Click to enter text.

**(Attach a copy of your current year's operating budget)**

**3. Location of Project:**

A. Is the project City-wide or does it serve a specific project area?

City-wide     Specific Project area     Opportunity Area

B. Name and Geographic Boundaries of Project Area (Include Street names): Click to enter text.

C. Census Tract(s): Click to enter text. Council District(s): Click to enter text.

**Priority Areas: (see Attachment B for boundaries)**

- Hull Street – Swansboro Corridor
- Hull Street – Lower Corridor
- Richmond Highway – North
- Richmond Highway – South
- Highland Park
- RRHA “Communities of Choice
- N/A

**4. Description of Project:**

A. Provide a concise but inclusive description of the proposed project and the clients served. Include how additional on-site services and or additional affordable housing units will be produced or preserved as a result of this funding. For a construction project, include all resident amenities that will be offered by the project. If relocation is a part of your preservation project, please include your relocation plan. In addition, please provide a detailed project schedule including realistic and achievable milestones from commencement to completion including sale and or lease up. If this is an ongoing project in pre-development or under construction, please be specific as to why the additional funding is required for completion.

Click or tap here to enter text.

**Proposed Objectives and Outcomes for this Project:**

Fiscal Year Objectives	Fiscal Year Outcomes	# of Units	# of Clients	# of Other

Click or tap here to enter text.

**5. Community Impact:**

- A. Briefly describe the neighborhood to be served, highlighting such items as: population to be served, housing conditions, median household income, neighborhood strengths/weaknesses and describe how the project will positively impact the community.

Click or tap here to enter text.

- B. Briefly describe how the project is in proximity to medical facilities, retail and employment centers, grocery store and public transportation.

Click or tap here to enter text.

**6. Description of Applicant and Overall Capacity:**

- A. Briefly describe background and mission for your organization. Be concise.

Click or tap here to enter text.

- B. Briefly highlight the organization’s demonstrated capacity and experience to plan, entitle, finance, construct and complete similar projects and development activities as being proposed within budget and on-time. List in detail 3 similar or more complex projects that the organization has completed in the last 5 years.

Please list projects that have not been completed for which your organization has received federal funding (CDBG, HOME, AHTF , first tranche ARPA) and provide the type of funding and the year the project was awarded the Federal Funds.

Click or tap here to enter text.

Development entities please provide project organization chart listing all personnel, titles descriptions, resumes and responsibilities of each development team member.

Click or tap here to enter text.

**D.** Attach a list of current board members and officers including addresses, occupations and roles on board.

Click or tap here to enter text.

**E.** Describe your organizational structure, recordkeeping, financial/audit systems, policies and procedures. (Attach the most recent audit report and/or financial statements, and an organizational chart)

Click or tap here to enter text.

**F.** Provide a brief description of any financial default or involvement in legal actions during the last 3 years. This would include lawsuits, tax delinquency, bankruptcy, client complaints, and citations for violating building, zoning, and environmental codes.

Click or tap here to enter text.

## 7. Project Beneficiaries

Targeted Income Levels:

#Click to enter text. 0-50% of the Area Median Income  
#Click to enter text. 51%-60% of the Area Median Income  
#Click to enter text. 61%-80% of the Area Median Income

If you will be utilizing income averaging for this project, please explain. Click or tap here to enter text.

Number of Units (Rental): Click or tap here to enter text.  
Click or tap here to enter text.

Length of time in which housing units will remain affordable at each income level:

Click or tap here to enter text.

If this project will target specific populations, please check all that apply below:

- Elderly (62+)
- Disabled
- Families and Children
- Youth
- Homeless
- Other (please indicate): Click or tap here to enter text.

**8. Evidence of Neighborhood/Partnership Support:** Describe the neighborhood/partnership support for the proposal, including Partners, Civic Association, Continuum of Care (CoC), City



Department support and groups that will assist in the implementation or be directly affected by the project. If a development project, please describe the collaboration between any partners including neighborhood support of the project (Attach written partnership agreements and letters of support.)

Click or tap here to enter text.

**9. Sustainability Initiatives/Green Practices:** Describe any sustainable or “green” aspects or design elements that will be incorporated as part of the implementation of the proposed project. Please share how these design elements will improve resilience to the effects of climate change and or demonstrate a reduction in the carbon footprint.

Click or tap here to enter text.

**10. Evidence of Site Control:** If the project involves the development or conversion of a property to be used for housing the applicant must currently have site control (Attach plans and documentation as evidence of site control).

If your site control is in the form of an option, please provide a copy of the option document and the timeline for exercising it.

Click or tap here to enter text.

**11. Marketing Strategy:** Briefly describe your strategies and methods for marketing your program or housing units.

Click or tap here to enter text.

**12. Section 3 Residents or Section 3 Businesses:** Detail how your organization or business will employ Section 3 residents or specify if your business is a Section 3 business concern.

Click or tap here to enter text.

**13. Funds Received Previously for this Project by Year of Allocation, as applicable** (If you received funding or applied for funding through the City’s non-departmental grant process, please show that funding in the other funds category in the table below:

	Previous 2022	Current 2023	
<b>AFFORDABLE HOUSING TRUST FUND (AHTF)</b>	\$	\$	\$
	Previous 2022	Current 2023	Future 2024
<b>CDBG:</b>	\$	\$	\$
<b>HOME:</b>	\$	\$	\$
<b>ESG:</b>	\$	\$	\$

<b>HOPWA:</b>	\$	\$	\$
<b>FIRST TRANCHE ARPA</b>	\$	\$	\$

**15. Accomplishments in the Current Fiscal Year**

Describe project progress in the current fiscal year. Emphasize measurable outcomes and project benefit to the community. **(This is only for applicants with existing projects currently funded with federal, AHTF, and first tranche ARPA funds).**

<b>Fiscal Year Objectives</b>	<b>Fiscal Year Accomplishments to Date</b>	<b># of Units</b>	<b># of Clients</b>	<b># of Other</b>

**16. Project Leveraging**

List and provide supporting documentation of all sources of funds that you currently have received for this project and provide the date and status of funds you will receive and commit for this project in the future. Please only list funds that will be utilized to complete this project.

<b>Source of Funds</b>	<b>Status</b>	<b>Term of Award</b>	<b>Dollar Amount</b>
			\$
1.			\$
2.			\$
3.			\$
4.			\$
5.			\$
6.			\$
7.			\$
8.			\$
9.			\$

10.			\$
11.			\$
12.			\$
13.			\$
14.			\$
15.			\$
16.			\$
<b>Leveraged Total:</b>			<b>\$</b>
<b>Leveraged Funds Ratio:</b>			<b>\$</b>

**7. Table of Sources and Uses of Funds**

List all project sources and uses for the proposed project.

<b>List of Expenses (Uses)</b>	<b>Cost of Expenses</b>	<b>Source of Funds</b>	<b>Funding Amount</b>	<b>Amount actually Committed Y/N</b>
	\$		\$	Choose an item.
	\$		\$	Choose an item.
	\$		\$	Choose an item.
	\$		\$	Choose an item.
	\$		\$	Choose an item.
	\$		\$	Choose an item.
	\$		\$	Choose an item.
	\$		\$	Choose an item.
	\$		\$	Choose an item.
	\$		\$	Choose an item.
	\$		\$	Choose an item.
	\$		\$	Choose an item.

	\$		\$	Choose an item.
<b>Total Expenses:</b>	\$	<b>Total Funding:</b>	\$	Choose an item.

**18. Partnership Agreements (formal agreements with other agencies, including City departments, to implement the proposed project).**

Contact Person	Telephone	Organization/Developer	FAX	Address	Date

**PROJECT BUDGET SHEET**

Instructions: Please provide a detailed line-item Development Project Budget with an accompanying clear and concise comprehensive budget narrative/summary. Specifically include the total development cost and the per unit cost of the project.

If applicant is seeking gap funding as a result of increased cost and or increase in interest rates, please provide a copy of the projects original proforma and a copy of the revised proforma illustrating the necessity for additional funding.

Click or tap here to enter text.

**ADDITIONAL INFORMATION:** Please use this space to provide any additional information not previously articulated in the preceding sections.

Click or tap here to enter text.

## **Application Evaluation/Rating and Ranking Criteria**



### **THE CITY OF RICHMOND'S SECOND TRANCHE ARPA FUNDING CYCLE *AFFORDABLE HOUSING***

A total of 100 points are available. An application must score a minimum of 70 points to be recommended for funding.

#### **I. Project Feasibility (Total of 50 Points)**

##### **a. Soundness of approach and cost effectiveness (Maximum of 20 Points)**

- Is the budget and financial model based on reasonable assumptions and is sustainable?
- What is the total development cost and the per unit Cost
- Is the debt ratio coverage adequate?
- Is the net operating income sufficient?
- Does the budget include adequate operating and capital reserves?
- If gap funding is requested, is the amount sufficient to complete the project? How will the applicant handle any additional increases?
- Is all other needed funding in place?

##### **b. Site Control or Site Features (Maximum of 10 Points)**

- Own and no need for special approvals (fully entitled) – 10 points
- Under contract or executed option to purchase – 5 points
- Zoning Compliance/By-Right (no need for special approvals) – 5 points

##### **c. Experience/Capacity (Maximum of 20 Points)**

- Did the application provide evidence of experience and organizational capacity to undertake the proposed activities?

**II. Income Targeting/Special Populations Served (Total of 20 Points)**

- a. What are the targeted income levels for the proposed project? **(Maximum of 15 Points)**
  - 0-50% of AMI: 15 points
  - 51-60% of AMI: 10 points
  - 61-80% of AMI: 5 points
- b. Will the project serve a special needs population? **(Maximum of 5 Points)**  
Seniors, veterans, homeless, youth and persons with mobility challenges, etc.  
(No matter if it is one or more populations, the maximum points to be awarded is 5.)

**III. Leveraging and Affordability (Total of 25 Points)**

- a. What is the project's affordability period? **(Maximum of 15 Points)**
  - 30 years 15 points
  - 20-29 years 10 points
  - 10-19 years 5 points
  - 5-9 years 2 points
  - Less than 5 years 0 points
- b. What is the leverage ratio for the project? **(Maximum of 10 Points)**
  - 1:5 or greater 10 points
  - 1:3 5 points
  - 1:1 2 points

**IV. Objectives and Linkages (Total of 5 Points)**

- a. Does the proposed project have realistic goals, objectives and timelines for delivery of services or units? **(Maximum of 5 Points)**

## **Consolidated Plan – Boundaries for the Priority Areas**

**1. Area Name: Hull Street-Swansboro Corridor**

This mainly residential corridor extends along Hull Street from Cowardin Avenue/Richmond Highway to Broad Rock Road and includes the adjoining and nearby residential blocks.

**2. Area Name: Hull Street - Lower Corridor**

This mixed-use corridor stretches along Hull Street from the train tracks just south of Southside Plaza to the corporate limit/Chippenham Parkway intersection and includes the adjoining and nearby residential blocks.

**3. Area Name: Richmond Highway-North**

This mainly retail/commercial corridor extends along Richmond Highway from its intersection with Hull Street south to its intersection with Hopkins Road/Harwood Street and includes the adjoining and nearby residential blocks.

**4. Area Name: Richmond Highway-South**

This mainly retail/commercial corridor extends along Richmond Highway from its intersection with Hopkins Road/Harwood Street south to its intersection with Bellemeade Road and includes the adjoining and nearby residential blocks to the east of the corridor and the Hillside Court public housing complex on the far eastern edge of the corridor.

**5. Area Name: Highland Park**

The boundaries for this area are 2<sup>nd</sup> Avenue on the north, E. Brooklyn Park Boulevard on the west, Detroit Avenue on the south, and the CSX railroad on the east. This target area is in part of North Highland Park neighborhood.

**City Council District Boundaries can be found at:**

<https://www.rva.gov/sites/default/files/2019-04/RichmondVoterDistrictMaps.pdf>



# Exhibits

## FY 2022 Income Limits Summary

Selecting any of the buttons labeled "Click for More Detail" will display detailed calculation steps for each of the various parameters.

FY 2022 Income Limit Area	Median Family Income <a href="#">Click for More Detail</a>	FY 2022 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Richmond, VA MSA	\$101,000	Very Low (50%) Income Limits (\$) <a href="#">Click for More Detail</a>	35,250	40,300	45,350	<b>50,350</b>	54,400	58,450	62,450	66,500
		Extremely Low Income Limits (\$)* <a href="#">Click for More Detail</a>	21,150	24,200	27,200	<b>30,200</b>	32,650	37,190	41,910	46,630
		Low (80%) Income Limits (\$) <a href="#">Click for More Detail</a>	56,400	64,450	72,500	<b>80,550</b>	87,000	93,450	99,900	106,350

The **Richmond, VA MSA** contains the following areas: Amelia County, VA; Charles City County, VA; Chesterfield County, VA; Dinwiddie County, VA; Goochland County, VA; Hanover County, VA; Henrico County, VA; King William County, VA; New Kent County, VA; Powhatan County, VA; Prince George County, VA; Sussex County, VA; Colonial Heights city, VA; Hopewell city, VA; Petersburg city, VA; and Richmond city, VA.



## FY 2022 FAIR MARKET RENT DOCUMENTATION SYSTEM

### The FY 2022 Richmond, VA MSA FMRs for All Bedroom Sizes

Final FY 2022 & Final FY 2021 FMRs By Unit Bedrooms					
Year	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
FY 2022 FMR	\$1,022	\$1,044	\$1,189	\$1,556	\$1,864
FY 2021 FMR	\$993	\$1,020	\$1,163	\$1,538	\$1,840

Richmond city, VA is part of the Richmond, VA MSA, which consists of the following counties: Amelia County, VA; Charles City County, VA; Chesterfield County, VA; Dinwiddie County, VA; Goochland County, VA; Hanover County, VA; Henrico County, VA; King William County, VA; New Kent County, VA; Powhatan County, VA; Prince George County, VA; Sussex County, VA; Colonial Heights city, VA; Hopewell city, VA; Petersburg city, VA; and Richmond city, VA. All information here applies to the entirety of the Richmond, VA MSA.