HOME Investment Partnerships-American Rescue Plan Program (HOME-ARP)

Application Guidelines

NEBRASKA

Good Life. Great Opportunity.

DEPT. OF ECONOMIC DEVELOPMENT

HOME-ARP TIMELINE

Date	Action	Location	Responsible Party
09/04/2025	Application Guidelines are posted. Application cycle open.	DED HOME-ARP Website	DED
10/14/2025	Required Letter of Intent **must** be received by 6:00 PM CST.	Email: kimberly.jasa-harris@nebraska.gov	Applicant
10/14/2025	Required request for a site review **must** be received by 6:00 PM CST.	Email: kimberly.jasa-harris@nebraska.gov	Applicant
12/09/2025	Full application **must** be submitted by 6:00 PM CST.	AmpliFund	Applicant

Please submit the required letter of intent and site review to:
Kim Jasa Harris at kimberly.jasa-harris@nebraska.gov

The application must be completed in Amplifund here:

https://ne.amplifund.com/Public/Opportunities/Details/09168cb6-698b-4bd1-9ef9-f86cd74cd0af

OVERVIEW

The American Rescue Plan (ARP) includes $5 billion in funding to aid communities in developing long-term strategies to address homelessness. These funds will be administered through the U.S. Department of Housing and Urban Development's (HUD) HOME Investment Partnerships Program (HOME) and are referred to as HOME-ARP funds. The State of Nebraska is the Participating Jurisdiction (PJ) for all areas within the State excluding Lincoln and Omaha city limits. The Nebraska Department of Economic Development (DED) was allocated $14,907,703 and is responsible for the administration and planning of the HOME-ARP Program. The budgeted amount for State administration and planning is $2,236,155. Five percent of the allocation ($745,385) may be funded towards nonprofit operating assistance while an additional five percent ($745,385) may be funded towards nonprofit capacity building assistance leaving a balance of $11,180,778 for the development of rental housing.

Prior to receiving funding, DED had to submit an Allocation Plan to HUD for approval. The Allocation Plan describes the consultation process and data collection to evaluate the priority needs and gaps in services for DED's HOME-ARP service area and the manner in which program funding will be used for the assistance of individuals or households who are homeless, at risk of homelessness, and other vulnerable populations. With the approval from HUD, it has been determined priority need in DED's HOME-ARP service area is affordable rental housing. In addition, nonprofits are also eligible to apply for nonprofit operating and/or capacity building assistance. Any remaining funds in the budget for nonprofit operating and capacity building assistance will be used for the development of affordable housing. All HOME-ARP applicants must follow and be familiar with Nebraska's Allocation Plan.

Nebraska's Allocation Plan and HOME-ARP Notice: CPD-21-10 can be found link on DED's HOME-ARP page.

I. AWARD INFORMATION

A. Available Funds

Eligible Activity	Approximate Available Funding
Development of affordable rental housing	$4,000,000
Nonprofit Operating Assistance	$485,580
Nonprofit Capacity Building Assistance	$485,580
Total	$4,971,160

B. Minimum/Maximum Award Information

Minimum Award Amount

Development of affordable rental housing:
At a minimum, $1,000 must be invested into each HOME-ARP-assisted unit in the rental housing project as established in 24 C.F.R. §92.205(c).

Nonprofit operating and/or capacity building assistance:
There is no minimum award amount, however, applicants can only apply for this funding if they are developing a HOME-ARP rental project.

Maximum Award Amount

Development of affordable rental housing:
There is no maximum amount of assistance for HOME-ARP rental housing. The actual subsidy provided will depend on the following factors, including but not limited to:

- The proportion of project cost and that are eligible for HOME-ARP funding. Budgets will be reviewed by DED for expenses that are reasonable, allocable, and eligible.
- The number of units in the project that are designated to the HOME-ARP targeted population.
- The financial needs of the project. DED will review each HOME-ARP project to ensure projects do not receive more subsidy than is required to make them financially feasible.

Nonprofit Operating and/or Capacity Building Assistance Limitations:

A nonprofit organization may request nonprofit operating and/or capacity building assistance if the nonprofit organization is also receiving funds for a HOME-ARP affordable rental project that will be implemented within 24 months of award. HOME-ARP project delivery costs or project soft costs and are not eligible costs under Nonprofit Operating and Capacity Building Assistance.

In the event HOME-ARP applicants request all the remaining funding for the development of rental housing, the remaining nonprofit operating and/or capacity building assistance will be added to the development of rental housing budget. Applicants cannot apply for nonprofit operating and/or capacity building assistance without the development of HOME-ARP rental housing.

Operating Assistance – In any fiscal year, may not exceed the greater of 50 percent of the general operating expenses of the nonprofit organization for the fiscal year or $50,000.

Capacity Building Assistance – In any fiscal year, may not exceed the greater of 50 percent of general operating expenses of the organization or $50,000.

Operating and Capacity Building Assistance
If an organization receives both assistance in any fiscal year, the aggregate total amount of assistance it may receive is the greater of 50 percent of the organization's total operating expenses for the fiscal year or $75,000.

C. Minimum Compliance Period
All HOME-ARP rental housing projects must comply with the requirements of Notice: CPD-21-10 for a minimum of 15 years.

II. HOME-ARP ELIGIBILTY INFORMATION

A. Eligible Applicants:
Eligible applicants include community-based non-profit 501(c)(3), 501(c)(4), section 905 (subordinate organization of a 501(c) organization) or for-profit organizations with the provision of decent housing that is affordable to low and moderate-income persons among the purposes of the organization. Nonprofit applicants must submit proof of status.

B. Letter of Intent
All HOME-ARP applicants are required to submit a Letter of Intent to allow DED to verify eligibility, provide technical assistance, allow sufficient time for application review and plan for scoring. Only full applications, submitted by eligible applicants that have submitted a Letter of Intent by the due date, will be accepted. **The Letter of Intent is a threshold requirement and due no later than Tuesday, October 14th, at 6:00 p.m. CT. Applications not preceded by a Letter of Intent will not be reviewed, scored or eligible for award. Letters of Intent can be emailed to Kim Jasa Harris, kimberly.jasa-harris@nebraska.gov.** The template for the Letter of Intent can be found on the HOME-ARP webpage under Program Resources.

C. Site Visit Review and Preliminary Determination of Level of Review
The applicant is also required to determine the anticipated level of review the project will require. A preliminary determination level of review (DLR) will help streamline the review of the Environmental Review Record to ensure the project description is complete and follows 24 C.F.R. Part 58. All HOME-ARP- assisted projects shall be implemented in accordance with environmental review regulations as defined in 24 C.F.R. Part 58. **Site Visit Review and Preliminary DLR form is a threshold requirement and due no later than Tuesday, October 14th, at 6:00 p.m. CT. Applications not preceded by this requirement will not be reviewed, scored or eligible for award. The Site Visit**

Review and Preliminary DLR form can be emailed to Kim Jasa Harris, kimberly.jasa-harris@nebraska.gov. This form can be found on the HOME-ARP webpage under HOME-ARP Exhibits.

D. Market Assessment

A market assessment prepared within the last twelve (12) months of submitting the application is a **threshold requirement** for HOME-ARP rental projects that include market rate and/or low-income units within the project. The market assessment should consist of recent data for the area location of the proposed HOME-ARP project, demonstrate the need for the proposed project type, document the demand for the project in the area, and demonstrate the units will be absorbed within the HOME-ARP deadline and the tenant's ability to pay the proposed rent. For more information on market assessment, see the HOME-ARP Administration Manual.

Market assessments for the qualifying populations is not required but encouraged to demonstrate the need for the proposed project in the area.

E. Eligible Projects:

- Must be an eligible project type in accordance with the HOME-ARP Notice: CPD-21-10.
- Must be located outside of Omaha and Lincoln city limits.
- Utilize the Balance of State coordinated entry system as a project waitlist for units dedicated to the HOME-ARP qualifying populations.
- Project must be able to accept all qualifying populations. Project limitations are ineligible.
- Projects must follow preferences, methods of prioritization and referral methods as described in Nebraska's Allocation Plan.

F. Eligible Property Types:

Eligible HOME-ARP rental housing includes "housing" as defined at 24 C.F.R. §92.2, including but not limited to:

- Single-family units
- Multi-family units
- Manufactured housing
- Single room occupancy (SRO)
- Permanent supportive housing

G. Ineligible Property Types

Unless the following property types are acquired and rehabilitated into HOME-ARP rental housing, they are ineligible:

- Emergency shelters
- Hotels and motels
- Nursing homes
- Residential treatment and correctional facilities
- Halfway houses
- Housing for students or dormitories

H. Matching or other leveraged funds

Cash Match Requirements
Cash match is not a requirement for HOME-ARP rental projects, but applicants will be awarded points for contributing to the investment of the project.

Leverage Requirements
Leveraged funds are other resources used to finance the project. Other funding sources may be required depending on the type of unit designation in the proposed HOME-ARP rental project. Leveraged funds may also be required if DED determines in underwriting additional funds are necessary to maintain the ongoing financial viability of the project.

Proposed HOME-ARP rental projects, with qualifying population units only, are not required to have leveraged funding but are encouraged to have additional funding sources to help support the project. Points will be awarded to projects with additional leveraged funds. Qualifying population units are eligible for an operating cost assistance reserve. The amount of this reserve will be determined in DED's underwriting and is subject to the availability of funding. The operating cost assistance reserve (OCAR) is to address the projected deficits of the HOME-ARP units restricted to the qualifying populations during the HOME-ARP compliance period. If available HOME-ARP funding cannot adequately fund an operating cost reserve for units restricted to the qualifying populations, DED may require the project to establish an operating reserve to ensure financial support for operating deficits during the HOME-ARP compliance period.

Units not restricted to the qualifying populations are not eligible for use of the operating cost assistance reserve and will be required to have other funding sources to address operating deficits for the units. Projects will need to provide at least six (6) months of operating reserves for all other units that are ineligible for the operating cost assistance reserve to support the ongoing viability of those units.

I. Eligible Activities

- HOME-ARP rental housing
    - Acquiring, rehabilitating, or constructing affordable rental housing primarily for occupancy by households of individuals and families that meet the definition of one or more of the qualifying populations.

- Nonprofits **only** (may only be applied for in addition to affordable rental housing):
    - Nonprofit operating assistance
    - Nonprofit capacity building assistance

J. Threshold Eligibility Requirements

Failure to meet all threshold requirements will result in the application not being reviewed, scored or eligible for award during the application cycle. Clarifying information may be requested of applicants during the threshold review. The following checklist is provided as a reference to ensure the applicant has included all required information:

Threshold Requirements	Yes	No
Letter of Intent was submitted by the due date		
Site Review and DLR was submitted by the due date		
Application was received by due date with required exhibits and attachments		
Applicant is an eligible applicant as defined in the Application Guidelines		
The applicant is registered with sam.gov and has provided a Unique Entity Identifier (UEI).		
Proof of nonprofit status, if applicable		
The project is eligible and is located within DED's HOME-ARP service area (outside of Omaha and Lincoln city limits)		
The project must follow preferences, referral methods and methods of prioritization in accordance with Nebraska's HOME-ARP Allocation Plan.		
The project does not have occupancy limitations. Projects must have the ability to accept all qualifying populations.		
Applicant submitted a market assessment no more than 12 months old. This requirement is only for proposed project that will have units restricted for occupants other than HOME-ARP qualifying populations		

Required threshold exhibits:
*Exhibit only required if applicable to the type of applicant

☐ **Exhibit 1** State of Assurances & Certification
☐ **Exhibit 2** Applicant Certification Form for Nonprofits and Housing Authorities Only*
☐ **Exhibit 3** Authorizing Board Resolution for Nonprofits and Housing Authorities Only*
☐ **Exhibit 4** Authorizing Resolution for Chief Elected Official*
☐ **Exhibit 5** of Rental Project Federal Assistance Form
☐ **Exhibit 6** Residential Anti-Displacement & Relocation Assistance Plan
☐ **Exhibit 7** Verification of Zoning
☐ **Exhibit 8** Public Hearing Documentation
☐ **Exhibit 9** System of Award Management
☐ **Exhibit 10** Completed Site Review and Preliminary Determination of Level of Review
☐ **Exhibit 11** Utilities
☐ **Exhibit 12** Utility Allowance
☐ **Exhibit 13** Pro forma
☐ **Exhibit 14** Developer Experience

III. HOME-ARP Rental Housing

A. Development of Affordable Rental Housing Eligible Costs

HOME-ARP funds may be used for the acquisition, new construction, or rehabilitation of affordable rental housing. Acquisition of vacant land or demolition are eligible only if the construction of a HOME-ARP rental project will start within twelve (12) months of the agreement date.

Development Hard Costs as defined in 24 C.F.R. §92.206(a)

- Cost to construct or rehabilitate housing, costs include but not limited to
    - Costs to meet new construction and rehabilitation property standards
    - Demolition costs
    - Site preparation or improvement
    - Construction or rehabilitation of laundry and community facilities located in a multi-family housing HOME-ARP project

Acquisition Costs:

- Costs of acquiring improved or unimproved real property

Related Soft Costs as defined in 24 C.F.R. §92.206(d):

- Other reasonable and necessary costs associated with the financing or development of new construction, rehabilitation, or acquisition of HOME-ARP affordable rental housing

- Costs include, but are not limited to:
    - Architectural/engineering fees, including specification and job progress inspections;
    - Builders' and developers' fees
    - Environmental reviews
    - Credit reports
    - Financing, title, and recordation fees
    - Legal and accounting fees, including cost certification
    - Costs to provide information services to tenants (affirmative marketing and fair housing
    - Operating deficit reserves (up to 12 months)

- **Relocation costs** as fined in 24 C.F.R. §92.206(f), 24 C.F.R. §92.353, and as described in the HOME-ARP Notice: CPD-21-10

Reserves

Funding may be used for capitalized reserves to help support the initial rent-up period and ongoing viability of the project. Reserves are funded by reimbursement upon documentation of unit completion and proof the reserve amounts have been placed into the required type of account dedicated to the reserves.

Rent-Up Reserve

- This reserve is meant to meet any anticipated shortfall in project income during the project rent-up period for HOME-ARP-assisted units. The reserve cannot exceed 12 months and must be based on the anticipated absorption rate of the units. The reserve can be used only for project operating expenses, scheduled payments to replacement reserves and debt service. Rent-up reserves are to be placed in a separate bank account.

Operating Cost Assistance Reserve (Qualifying Population units only)

- If determined necessary during the underwriting process, DED may capitalize an operating cost assistance reserve for HOME-ARP-assisted units restricted for occupancy by qualifying populations. The amount of reserve shall not exceed the amount determined by DED to be necessary to provide operating costs assistance for HOME-ARP-assisted units restricted for occupancy by qualifying populations for the 15-year HOME-ARP minimum compliance period. The operating cost assistance reserve must be maintained in a separate interest-bearing account.

Replacement Reserves

- For rehabilitations, a capitalized replacement reserve may be necessary if an assessment of the useful life of major systems demonstrates an initial need for the project.

B. Occupant Requirements:

HOME-ARP rental housing projects must primarily benefit the HOME-ARP qualifying populations (QP) described in Notice CPD-21-10. HOME-ARP funding may be used to assist units that are not restricted to the qualifying populations. At least 70 percent of the HOME-ARP-assisted units must be restricted to qualifying households, while no more than 30 percent can be restricted to low-income households.

C. Rent

For the initially occupancy of units restricted to the qualifying populations, the rent cannot exceed 30 percent of the adjusted income of a household whose annual income is equal to or less than 50 percent of the median income for the area. If qualifying population unit receives a Federal or state project-based rental subsidy and the household pays no more than 30 percent of the household's adjusted income, the rent charged may be the rent allowable under the Federal or state project-based rental subsidy program. Proposed HOME-ARP projects are strongly encouraged to have other resources available to help support the household with rent in addition to other supportive services.

Rent for units restricted to low-income households must comply with the rent limitations in 24 C.F.R. §92.252(a).

For more detailed information on HOME-ARP rent limits, refer to HOME-ARP Notice CPD 21-10.

HOME-ARP Qualifying Populations

QP1: Homeless, as defined in 24 C.F.R. §91.5 *Homeless* (1), (2), or (3), excluding (4):

(1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

(i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;

(ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements

(including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or

(iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

(2) An individual or family who will imminently lose their primary nighttime residence, provided that:

(i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;

(ii) No subsequent residence has been identified; and

(iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks needed to obtain other permanent housing;

(3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:

(i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);

(ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;

(iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and

(iv) Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school

degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment;

QP2: <u>At risk of Homelessness</u>, as defined in 24 C.F.R. §91.5 *At risk of homelessness*:

(1) An individual or family who:

(i) Has an annual income below 30 percent of median family income for the area, as determined by HUD;

(ii) Does not have sufficient resources or support networks, *e.g.,* family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter or another place described in paragraph (1) of the "Homeless" definition in this section; and

(iii) Meets one of the following conditions:

(A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;

(B) Is living in the home of another because of economic hardship;

(C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;

(D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by federal, State, or local government programs for low-income individuals;

(E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 people per room, as defined by the U.S. Census Bureau;

(F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or

(G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan;

(2) A child or youth who does not qualify as "homeless" under this section, but qualifies as "homeless" under section 387(3) of the Runaway and Homeless Youth Act (42 U.S.C. 5732a(3)), section 637(11) of the Head Start Act (42 U.S.C. 9832(11)), section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2(6)), section 330(h)(5)(A) of the Public Health Service Act (42 U.S.C. 254b(h)(5)(A)), section 3(l) of the Food and Nutrition Act of 2008 (7 U.S.C. 2012(l)), or section 17(b)(15) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)(15)); or

(3) A child or youth who does not qualify as "homeless" under this section but qualifies as "homeless" under section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C.11434a(2)), and the parent(s) or guardian(s) of that child or youth if living with her or him.

QP3: Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD.

For HOME-ARP, this population includes any individual or family who is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking. This population includes cases where an individual or family reasonably believes that there is a threat of imminent harm from further violence due to dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return or remain within the same dwelling unit. In the case of sexual assault, this also includes cases where an individual reasonably believes there is a threat of imminent harm from further violence if the individual remains within the same dwelling unit that the individual is currently occupying, or the sexual assault occurred on the premises during the 90-day period preceding the date of the request for transfer.

Domestic violence, which is defined in 24 C.F.R. §5.2003 includes felony or misdemeanor crimes of violence committed by:

1) A current or former spouse or intimate partner of the victim (the term "spouse or intimate partner of the victim" includes a person who is or has been in a social relationship of a romantic or intimate nature with the victim, as determined by the length of the relationship, the type of the relationship, and the frequency of interaction between the persons involved in the relationship);
2) A person with whom the victim shares a child in common;
3) A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;

4) A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving HOME-ARP funds; or
5) Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Dating violence which is defined in 24 C.F.R. §5.2003 means violence committed by a person:

1) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
2) Where the existence of such a relationship shall be determined based on a consideration of the following factors:
   a. The length of the relationship;
   b. The type of relationship; and
   c. The frequency of interaction between the persons involved in the relationship.

Sexual assault which is defined in 24 C.F.R. §5.2003 means any nonconsensual sexual act proscribed by Federal, Tribal, or State law, including when the victim lacks capacity to consent.

Stalking which is defined in 24 C.F.R. §5.2003 means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

1) Fear for the person's individual safety or the safety of others; or
2) Suffer substantial emotional distress.

Human Trafficking includes both sex and labor trafficking, as outlined in the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7102). These are defined as:

1) *Sex trafficking* means the recruitment, harboring, transportation, provision, obtaining, patronizing, or soliciting of a person for the purpose of a commercial sex act, in which the commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age; or
2) *Labor trafficking means* the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

QP4: Other Populations where providing supportive services or assistance under section 212(a) of NAHA (42 U.S.C. 12742(a)) would prevent the family's homelessness

or would serve those with the greatest risk of housing instability. HUD defines these populations as individuals and households who do not qualify under any of the populations above but meet one of the following criteria:

(1) **Other Families Requiring Services or Housing Assistance to Prevent Homelessness** is defined as households (i.e., individuals and families) who have previously been qualified as "homeless" as defined in 24 C.F.R. §91.5, are currently housed due to temporary or emergency assistance, including financial assistance, services, temporary rental assistance or some type of other assistance to allow the household to be housed, and who need additional housing assistance or supportive services to avoid a return to homelessness.

(2) **At Greatest Risk of Housing Instability** is defined as household who meets either paragraph (i) or (ii) below:

(i) has annual income that is less than or equal to 30% of the area median income, as determined by HUD and is experiencing severe cost burden (i.e., is paying more than 50% of monthly household income toward housing costs);

(ii) has annual income that is less than or equal to 50% of the area median income, as determined by HUD, AND meets one of the following conditions from paragraph (iii) of the "At risk of homelessness" definition established at 24 C.F.R. §91.5:

(A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;

(B) Is living in the home of another because of economic hardship;

(C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;

(D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by Federal, State, or local government programs for low-income individuals;

(E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 persons reside per room, as defined by the U.S. Census Bureau;

(F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or

(G)Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan

- **Veterans and Families that include a Veteran Family Member** that meet the criteria for one of the qualifying populations described above are eligible to receive HOME-ARP assistance.

Low-Income Households

Low-income households must meet the definition of low-income as defined in 24 C.F.R. §92.2, household income that does not exceed 80% of area median income (AMI).

C. Preferences, Referral Methods and Project Waitlists

Qualifying Populations

HOME-ARP projects must follow the preferences, methods of prioritization and referral methods described in the Nebraska HOME-ARP Allocation Plan. HOME-ARP-assisted units designated to HOME-ARP qualifying populations are required to use the All Doors Lead to Home (ADLH) Coordinated Entry System for the project waitlist and referrals. A Coordinated Entry (CE) System is a structured process that the Continuum of Care (CoC) uses to identify persons experiencing homelessness, assess needs and housing solutions in a standard manner, and prioritize housing based on the acuity of need.

Low-income Tenant Waitlist

A project-specific waitlist for HOME-ARP-assisted units designated to low-income households must follow the tenant selection requirements of 24 C.F.R. §92.253(d).

D. Project completion and Occupancy

- **HOME-ARP projects must be completed within two years of commitment.** Any project that is not completed timely will be terminated and the Recipient will be required to repay HOME funds drawn.
- **Occupancy after project completion.** HOME-ARP units should be occupied by eligible tenants within six (6) months of project completion. If not, HUD will be notified of the ongoing efforts of the project to coordinate with a CoC, homeless service provider, social services, and other public agencies to fill units for qualifying populations or must submit marketing information to fill units

designated for low-income households. If HOME-ARP assisted units are not occupied within twelve (12) months, repayment of HOME-ARP funds is required.

- **Unit Designation.** HOME-ARP units may be fixed or floating in accordance with 24 C.F.R. §92.252(j). Designation must be made at the time of project commitment in the written agreement. The mix must be maintained throughout the compliance period.

IV. Nonprofit Operating and Capacity Building Assistance

Nonprofit Operating Assistance
Up to five percent of the HOME-ARP allocation can pay for operating expenses of a nonprofit organizations that will carry out HOME-ARP activities within 24 months of award.

Operating expenses are reasonable and necessary costs of operating the non-profit organization. Eligible costs include:

- Employee salaries, wages and other employee compensation and benefits
- Employee education, training, and travel
- Rent and utilities
- Communication costs
- Taxes and insurance
- Equipment, materials, and supplies

Operating costs must be used for “general operating costs” and cannot have a particular final cost objective, such as a project or activity, or must not be directly assignable to a HOME-ARP activity or project. For further details on operating expense, see the HOME-ARP Notice: CPD-21-10, Section IV.F.1.a.

Nonprofit Capacity Building Assistance
Up to five percent of the HOME-ARP allocation can pay for capacity building expenses of a non-profit organizations that will carry out HOME-ARP activities within 24 months of award.

Capacity building expenses are reasonable and necessary general operating costs that will result in the expansion or improvement of an organization’s ability to successfully carry out eligible HOME-ARP activities. Eligible costs include:

- Employee salaries, wages and other employee compensation and benefits for new hires
- Employee training or other staff development that enhances an employee’s skills set and expertise
- Equipment, such as computer software or programs that improve organizational processes
- Upgrades to materials and equipment

- Supplies
- Contracts for technical assistance or for consultants with expertise related to the HOME-ARP qualifying populations

V. Submission Information

Letter of Intent - An electronic copy of the Letter of Intent must be emailed to kimberly.jasa-harris@nebraska.gov and **received by DED by 6:00 pm (CST) on Tuesday, October 14, 2025.**

Site Visit Review and Determination of Level of Review (DLR) - An electronic copy of the site visit review request and DLR must be emailed to kimberly.jasa-harris@nebraska.gov and **received by DED by 6:00 pm (CST) by Tuesday, October 14, 2025.**

Full Application - Must be completed in AmpliFund and **received by DED by 6:00 pm (CST) on Tuesday, December 9, 2025.** AmpliFund application link:

https://ne.amplifund.com/Public/Opportunities/Details/09168cb6-698b-4bd1-9ef9-f86cd74cd0af

Individuals who are hearing and/or speech impaired and have a TTY, may contact the Department through the Statewide Relay System by calling (711) INSTATE (800) 833-7352 (TTY) or (800) 833-0920 (voice). The relay operator should be asked to call DED at (800) 426-6505 or (402) 471-3111. Additional information is at the Nebraska Relay website http://www.nebraskarelay.com/.

Nebraska Relay offers Spanish relay service for our Spanish-speaking customers. Spanish-to-Spanish (711) or 1-888-272-5528/ Spanish-to-English (711) or 1-877-564-3503. Nebraska le ofrece el servicio de relevo a nuestros clientes en español. Los consumidores de TTY pueden escribir por máquina en español y las conversaciones serán retransmitidas en español y inglés.

ADDITIONAL INFORMATION:
For specific questions regarding the HOME-ARP application process, please contact Kim Jasa Harris, HOME-ARP Manager, by phone 402-580-6392, or email kimberly.jasa-harris@nebraska.gov.

VI. Application Review Information

Applications meeting the threshold requirements will be reviewed, scored, and ranked. The highest scoring projects will be recommended for award in the order that they are ranked. Clarifying information may be requested of applicants. When providing clarifying

information, application may not be changed and/or altered. DED reserves the right to fund or not fund applications based on the Director's discretion.

A. Review Criteria

The following Review Criteria provides information for the review and scoring of each application. All applications received by the due date and met all threshold requirements will be reviewed and scored by DED on a competitive basis according to the Review Criteria.

Section	
Project Design	
• Project activities	
• Project type	
• Provides a summary the overall details of the project	
• Description of each unit's number of bedrooms, bathroom, amenities, and square footage	
• Describes amenities located within one mile of the proposed project	
• Unit designation	
• Description of any rental supports	
• Site control and zoning information	
Total Possible Points:	**30**
Finances	
• Financing aligns with the proforma	
• Financing is clear, project is feasible	
• Additional funding to the project	
Total Possible Points:	**20**
Need and Impact	
• For qualifying population units, demonstrates a need for their community and detailed the impact of the project. Provided specific details regarding the need for the qualifying population (QP).	
• Demonstrated the QP units will be absorbed	
• For low-income and market-rate (if applicable) demonstrates a need for their community and detailed the impact of the project	
• The market assessment supports the proposed rent and the absorption of the units within 6 months.	
• Project align with the overall community housing goals	
• Describes supportive services that may be or will be available to tenants.	
Total Possible Points:	**35**
Collaboration	
• The applicant has relationships, partnerships or affiliations that will help with the success of the project	
• The applicant has clear support from the local government and community	
Total Possible Points:	**10**

Capacity	
• Gives clear details of their ability to undertake the project. If the applicant lacks experience, details are provided on leveraged expertise	
• Clearing list key team members, positions/titles, their experience including years	
• Describes experience with all four qualifying populations	
• Demonstrates experience with coordinated entry	
Total Possible Points:	**20**
Project Readiness	
• Overall assessment of projects ability to implement the project quickly, taking into consideration project financial feasibility, experience, and expected timeline	
Total Possible Points:	**20**
Overall Possible Points:	**135**

B. Nonprofit Operating and/or Capacity Building Assistance

Nonprofit operating and/or capacity building assistance is only eligible to applicants that scored and ranked high enough to be awarded for the development of HOME-ARP affordable rental housing. The review of this section will take into consideration the documentation provided to demonstrate the nonprofit organization's total operating expenses for a fiscal year, the described expenses are reasonable and allowable, overall project readiness and the impact that funding will have on the agency. Depending on the available funding and the review of this section, applicants may or may not be awarded the requested amount and will be at the discretion of the review team.

VII. Applicant Instructions and Structure

A. Application location and Resources

Application found here:
https://ne.amplifund.com/Public/Opportunities/Details/f53fa306-0a4d-49e5-95b2-bc45eabbb8e6

AmpliFund Help for filling out the application can be found here: How to Apply – DED Grants Help Center (zendesk.com). This resource will help guide the applicant through AmpliFund and its various sections.

Question about the application can be directed to Kim Jasa Harris, kimberly.jasa-harris@nebraska.gov or 402-580-6392.

In AmpliFund, save frequently. Save & Continue to progress to the next sections. All sections will need to be Marked as Complete before submission.

B. Application Structure

Project Information
Part 01: Applicant, Contact, and Preparer Information
Part 02: Project Design and Impact

- Project design
- Site control
- Zoning
- Need and Impact
- Collaboration
- Capacity
- Policies and Procedures

Part 03: Nonprofit Operating and Capacity Building Assistance

- Nonprofit operating assistance
- Nonprofit capacity building assistance

Part 04: Exhibits and Uploads
Part 05: Terms of Acceptance
Part 06: Budget

- Affordable rental housing
- Nonprofit operating assistance
- Nonprofit capacity building assistance

Submit

VIII. Exhibits and Uploads

Exhibits
All exhibits and other documentation must be upload with the application in AmpliFund. Exhibits templates with further instructions, unless otherwise stated, are located on the HOME-ARP website.

Exhibit 1: State of Assurances & Certification
This is a required exhibit for all HOME-ARP applications. This exhibit identifies laws and regulations that the applicant will need to comply with if awarded HOME-ARP funds. A template of this exhibit is available on the HOME-ARP website.

Exhibit 2: Applicant Certification Form for Nonprofits and Housing Authorities Only (Required if applicable)
This is a required exhibit for HOME-ARP nonprofit applicants. This exhibit identifies certain conditions the applicant must meet if awarded HOME-ARP funds. A template of this exhibit is available on the HOME-ARP website.

Exhibit 3: Authorizing Board Resolution for Nonprofit and Housing Authorities Only (Required if applicable)
This is a required exhibit for HOME-ARP nonprofit applicants. This exhibit certifies the organization's authorizing board grants permission for the submission of the HOME-ARP application and certifies the ability for the organization to implement and complete the activities outline in the HOME-ARP application. A template of this exhibit is available on the HOME-ARP website.

Exhibit 4: Authorizing Resolution for Chief Elected Official (Required if applicable)
This is a required exhibit if the applicant is a local unit of government. This exhibit authorizes the Chief Elected Official to sign application materials and if awarded the HOME-ARP agreement between the Nebraska Department of Economic Development and the local unit of government. A template of this exhibit is available on the HOME-ARP website.

Exhibit 5: Certification of Rental Project Federal Assistance Form
This is a required exhibit for all HOME-ARP applications. This exhibit identifies certain conditions the applicant must meet if awarded HOME-ARP funds. A template of this exhibit is available on the HOME-ARP website.

Exhibit 6: Residential Anti-Displacement & Relocation Assistance Plan
This is a required exhibit for all HOME-ARP applications, as indicated within 24 C.F.R. Part 42. A template for this exhibit is available on the HOME-ARP website.

Exhibit 7: Verification of Zoning
This is a required exhibit for all HOME-ARP applications. Provide a letter from the appropriate local governmental body dated within one (1) year of the full application deadline indicating the development's status in relation to local zoning requirements for the proposed number and type of units. A template of this exhibit is available on the HOME-ARP website.

Exhibit 8: Public Hearing Document
This is a required exhibit for all HOME-ARP applications. A template of this exhibit is available on the HOME-ARP website. Applicants must document that a public hearing has occurred prior to submission of the application. Materials to be provided as part of application submission include:

1. Notification to the public advertising the date/time of the public hearing and the content of the notification (i.e., project description, amount of CDBG being applied for, matching funds, source of matching funds, etc.).
2. Verification that the notification was published (Affidavit of Publication) or was posted within the community (Certificate of Posting).
3. Summary of Public Comments Received, if applicable.

4. Official Meeting Minutes (If public comments were not received, this should be documented within the Meeting Minutes).

Exhibit 9: System for Awards Management
This is a required exhibit for all HOME-ARP applications. The submission of the System for Award Management (SAM) documentation is required for all HOME-ARP applicants. Documentation to be provided includes 1) SAM Registration and 2) Exclusion Status. Further guidance of this exhibit is available on the HOME-ARP website.

Exhibit 10: Complete Site Review and Preliminary DLF
This is required for all HOME-ARP applications. A site visit review and preliminary determination of level of review (DLR) must be requested in writing to Kimberly Jasa Harris via email at Kimberly.jasa-harris@nebraska.gov by Tuesday, October 14, 2025. Please attach a copy of the executed DED Site Visit Review and Preliminary Determination of Level of Review. A template for this exhibit is available on the HOME-ARP website.

Exhibit 11: Utilities
This is a required exhibit for all HOME-ARP applications.

1. Provide a signed and dated letter from the appropriate local utility provider(s) dated within one (1) year of the full application deadline indicating that applicable utilities are or will be available and provide a list of possible required improvements to serve the development (water, sewer, electric, gas, as applicable).

2. In addition, for rehabilitation developments (including developments proposing both new construction and rehabilitation):
    - Nebraska Department of Economic Development will also require written confirmation from the development's engineer or architect that either the existing utilities require no upgrades, or that upgrades are required with an explanation detailing the nature and extent of necessary upgrades as appropriate.

Exhibit 12: Utility Allowance
This is a required exhibit for all HOME-ARP applications. Upload the appropriate utility allowance for the proposed project. All HOME-ARP project must use the utility allowance schedule of the public housing authority who services the area that includes the county the proposed project will be located.

Exhibit 13: Pro Forma
This is a required exhibit for all HOME-ARP applications. The Pro Forma will help projections about the proposed project's revenues, expenses, debt service (D/S), and cash flow.

Exhibit 14: Developer Experience
Upload a list of the developer's experience. This should include the name of the development, number of units, and date placed in service. There is no template for this exhibit.

Other Documentation

Throughout the application, there will be designated upload opportunities for all the supporting documentation as requested and relates to the question. There is an opportunity after the exhibit upload section for any documentation the applicant would like to share that was not specifically requested for in the application, under Additional Attachments.