

MEMORANDUM

HOME Investment Partnerships Program (HOME) Policy Guidance

This policy remains effective until it is amended, superseded, or rescinded.

MEMO: 22-05

Date: June 29, 2022

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SUBJECT: Policy and Procedure regarding requirement that Community Housing Development Organizations (CHDOs) certification and documentation takes place each time HOME funds are committed to the organization.

This policy memorandum describes the policies and procedures of the Department's HOME Investment Partnerships Program (HOME) regarding the requirement that Community Housing Development Organizations (CHDOs) certification and documentation takes place each time HOME funds are committed to the organization. In the event of any conflict between this policy memorandum and any other relevant guidance published by the Nebraska Department of Economic Development, this document controls. In the event of any conflict between this policy memorandum and the following, the following control: relevant guidance published by the US Department of Housing and Urban Development, federal statutes, or federal regulations.

Applicable Regulation and Guidance

24 C.F.R. § 92.300 Set-aside for community housing development organizations (CHDOs).

(a) ... The participating jurisdiction must certify the organization as meeting the definition of "community housing development organization" and must document that the organization has capacity to own, develop, or sponsor housing each time it commits funds to the organization. For purposes of this paragraph:

(1) Funds are reserved when a participating jurisdiction enters into a written agreement with the community housing development organization (or project owner as described in paragraph (a)(4) of this section) committing the funds to a specific local project in accordance with paragraph (2) of the definition of "commitment" in § 92.2.

Policy and Procedure

Based on the regulatory requirement indicated above, the State of Nebraska, as the Participating Jurisdiction is required to certify that community housing development organizations (CHDOs) meet the definition of "community housing development organization" found at 24 C.F.R. § 92.2 and document that the CHDO has capacity to own, develop, or sponsor housing each time it commits funds to the organization. This will be done each time the State commits funds to the CHDO as

“commitment” and “commit to a specific local project” is defined in 24 C.F.R. § 92.2. This will be accomplished by having the CHDO certify or recertify their eligibility as instructed by the HOME Housing Specialist. The HOME Housing Specialist will review the provided information utilizing the Expanded Assessment of CHDO Qualifications and Capabilities Checklist to confirm all required information and documentation necessary to meet this requirement is contained within the project file before proceeding to commitment of funds.