NEBRASKA DEPARTMENT OF ECONOMIC DEVELOPMENT

2023 Nebraska Affordable Housing Trust Fund (NAHTF) Application Workshop

Pre-Recorded

Posted March 10, 2023





Review the <u>Pre-Application</u> Workshop for information on these application items:

- Application Award Limits and Contract Length
- Activity Caps
- Typical General Administration and Housing Management Costs
- Matching Requirements
- Leverage Funds
- Scoring Criteria
- Eligibility Milestones
- Budget Creation (Slides 53-56 of Pre-App Workshop)

Find on NAHTF webpage under Trainings & Workshops





State of Nebraska Nebraska Department of Economic Development

February 2023 | 1.0

This guidance document is advisory in nature and may be amended during application cycle and/or may be supplemented at any time during application cycle with a NAHTF Questions & Answers document and other guidance posted on the NAHTF webpage. Applicants should not rely on a downloaded hard copy of this guidance document, but rather check for most up to date version regularly throughout the application period. This document is directly referring to the 2023 NAHTF application cycle.

2023 NAHTF APPLICATION GUIDELINES

Hint: Use CTRL F to search for words

https://opportunity.nebraska.gov/nahtf



Table of Contents [Click headings to hyperlink to desired Section]

FUNDING CYCLE TIMELINE	
1 INTRODUCTION	
2 PROGRAM OVERVIEW	
3 ELIGIBLE ACTIVITIES AND COSTS	5
3.1 Activity and Budget Categories	
3.2 Eligible Primary Activities	
3.3 Eligible Support Activities	9
3.4 Eligible Administrative Activities	
3.5 Site Review Requirements	
4 INELIGIBLE ACTIVITIES AND COSTS	12
4.1 Ineligible Activities - Housing Development Projects	12
4.2 Ineligible Activities – Nonprofit Technical Assistance Projects	
5 ELIGIBLE APPLICANTS	
6 AWARD AMOUNTS AND LIMITATIONS	14
6.1 Nonprofit Technical Assistance Award	14
6.2 Housing Development Award and Administrative Cost Limits	
7 CASH MATCH AND LEVERAGE	
7.1 Cash Match Requirements and Restrictions	
7.2 Leverage Requirements and Restrictions	
8 APPLICATION SUBMISSION INFORMATION	
8.1 Due Dates for Pre-Application and Full Application	
8.2 Submission Process	
8.3 Naming Application	
8.4 Timely Receipt and Completeness Requirements	
9 HOUSING DEVELOPMENT APPLICATION	
9.1 Service Area; Zone & Blighted Information (Part 01)	
9.2 Housing Project Types and Selecting Activities (Part 02)	
9.3 Program Guidelines and Project Design (Part 03)	
9.4 Need and Impact (Part 04).	
9.5 Housing Project Financing (Part 05)	
9.6 Pro-Forma (Part 05)	
9.7 Capacity and Collaboration (Part 06)	
9.8 Terms of Acceptance (Part 07)	
9.9 Creating the NAHTF Budget	
10 NONPROFIT TECHNICAL ASSISTANCE APPLICATION	

2



Table of Contents is Clickable

https://opportunity.nebraska.gov/nahtf



FUNDING CYCLE TIMELINE

2023 NAHTF ANTICIPATED TIMELINE			
Anticipated Date	Action		
Wednesday, November 16, 2022	NCHH Quarterly Meeting Review Proposed 2023 NAHTF QAP		
Wednesday, November 30, 2022	Proposed QAP Posted & Public Comment Period Begins		
Wednesday, January 4, 2023	QAP Public Comment Period Ends		
Thursday, February 9, 2023	Final QAP Posted		
Thursday, February 9, 2023	2023 NAHTF Application Open Date, Guidelines Posted		
Friday, February 17, 2023	2023 NAHTF Pre-Application Workshop Available to View		
Thursday, February 23, 2023	Open Office Hours for Pre-Application via WebEx 10:00am (CT)		
Thursday, March 9, 2023	2023 NAHTF Pre-Applications Due by 5:00pm (CT)		
Friday, March 10, 2023	2023 NAHTF Application Workshop (pre-recorded workshop made available)		
Thursdays @ 10:00am; March 23 – April 27 (Central Time)	Open Office Hours for Application via WebEx; To be held Thursdays from 10:00am to 11:00am (CT)		
Thursday, March 23, 2023	Site Review Forms Due for New Construction, Rental Rehabilitation and Rental Conversion Projects (Where Sites Have Been Identified)		
Thursday, April 6, 2023	Rental Project Pro-Formas Due (must be submitted in Excel format)		
Thursday, May 11, 2023	2023 NAHTF Applications Due by 5:00pm (CT),		

TYPICAL AWARD CYCLE

Application is submitted (May 11 by 5:00pm CT)

Notice of Award (NOA) Email Notification and Press Release (Typically in August)

- □ Awardee will review contract with DED Housing Representative
- □ Awardee will review Performance Plan with DED Housing Representative
- □ Both parties will execute the contract through the DocuSign Process

Awardee Accesses Award in AmpliFund

□ Instructions are provided for accessing Award in Recipient Portal

Special Conditions Phase Begins

□ Awardee submits Special Conditions items by December 31, 2023

Release of Funds Letter (ROF) (Typically by January 31)

Project may now begin incurring costs and submitting payment requests. **Project may not incur any costs prior to *Release of Funds* letter.



MATCHING REQUIREMENTS

□ Match is not required. Technical Assistance Applications do not receive points for match.

□ In order for funds to be considered eligible match, the below items must be met.

- Match must be associated with a Primary or Support Activity being funded by the Trust Fund.
 Match funds are <u>unrestricted</u> cash funds available at the time of application.
- The Match Documentation Form must be signed and uploaded by the applicant organization.
- This cash on hand at time of application will be used by the Applicant if awarded, to pay for project related costs incurred by the Awarded Recipient (shown on invoice) and paid for by the Awarded Recipient (proof of payment) during the open contract period (after ROF).
- □ If the funds do not meet all the above criteria, they may still be considered *Leveraged Funds* as long as the source is used during the open contract period.

*Some Project-related soft costs are not eligible for match points, i.e. Developer Fee Contact your housing representative with questions.



Application Informa	tion
Application Name*	
How much are you requesting	g from the funder?
Award Requested*	\$0.00
low much are you planning t	o contribute to the budget?
Cash Match Requirement	\$0.00 0
Cash Match Contributions*	\$0.00
Total Award Budget	\$0.00
Primary Contact Int	formation
.Name*	Barb Pierce
.Name* Email Address*	Barb Pierce Barb Pierce@nebraska.gov
.Name* Email Address* Address Line 1*	Barb Pierce Barb Pierce@nebraska.gov
.Name* Email Address* Address Line 1* Address Line 2	Barb Pierce Barb Pierce@nebraska.gov
Name* Email Address* Address Line 1* Address Line 2 City*	Barb Pierce@nebraska.gov
.Name* Email Address* Address Line 1* Address Line 2 City* State/Province*	Barb Pierce Barb Pierce@nebraska.gov
Name* Email Address* Address Line 1* Address Line 2 City* State/Province* Postal Code*	Barb Pierce Barb Pierce@nebraska.gov

Project Information

Name your Application Correctly! Section 8.3 of Application Guidelines for Instructions

This page is the same on both types of Applications.

Format: 23NAHTF (Applicant Name) (Project Type) (Activities) Example: 23NAHTF ABC Housing HB NC HBA





2023 NAHTF Housing Development Application

Tips...

- Save Often
- Read Instructions Carefully
- Download Final Copy
- Review Before Submitting
- Conditional Questions Appear based on Selection
- Asterisk means "Required"



Section 9 Application Guidelines

9 Housing Development Application

The Housing Development Application is for projects involving the creation of new units, or rehabilitation of existing housing units, and/or projects providing direct homebuyer assistance to eligible homebuyers. **Pre-Application Submission is a requirement** in order to be considered for full application. Applicants needing assistance with the Pre-application form can watch the pre-recorded Pre-Application workshop, submit a question using the NAHTF Question & Answer link (found with Application link on NAHTF webpage), contact AmpliFund support, or **a** Housing Program Representative.

Nebraska Affordable Housing Trust Fund (NAHTF) 2023 Application and Award Management Guidelines

20



Application Forms: Part 01 (Service Area) Section 9.1 Application Guidelines

Service Area

Instructions for Selecting Service Area

Typically an Applicant will fill out EITHER the County selection OR the Community selection, but NOT both. If questions, please contact a Housing Program Representative (Link to contact information found in next section).

If project will serve an entire county or multiple counties, select all counties it will serve.

NOTE: If selecting a county, Applicant is indicating that the program will serve ANY communities within that county.

Select all applicable Counties. (Hold down the ctrl (Windows) or cmd (Mac) button to select multiple items).

Please Select All	
Adams County	
Antelope County	
Arthur County	
Banner County	
Blaine County	
Boone County	
Box Butte County	
Boyd County	
Brown County	

If project will serve only a select community or several communities, but not an entire county, select the specific communities to be served by this project.

Select all applicable Communities. (Hold down the ctrl (Windows) or cmd (Mac) button to select multiple items).

Abie Village	
Adams Village	
Ainsworth City	
Albion City	
Alda Village	
Alexandria Village	
Allen Village	
Alliance City	
Alma City	
Alvo Village	



Application Forms: Part 01 (Official Zones and Areas) Section 9.1 Application Guidelines

9.1 Service Area; Zone & Blighted Information (Part 01)

Part 01 under Application Forms the Applicant will identify the service area and whether project units will be located in an Enterprise Zone, Opportunity Zone, or Extremely Blighted Area.

Service Area - Choose box for Selecting Counties when every community in that county will be served. If only certain communities will be served, fill in the Communities box instead to select all communities to be served by the project.

If unsure, an Applicant may follow the links below for information to assist with a determination: Enterprise Zone: <u>https://opportunity.nebraska.gov/programs/community/enterprise-zones/</u> Opportunity Zones: <u>https://opportunity.nebraska.gov/programs/business/opportunity-zones/</u> Designated Blighted Area: <u>https://nebraskalegislature.gov/laws/statutes.php?statute=58-504</u>

> **NEBRASKA** Good Life. Great Opportunity.

Application Forms: Part 02 (Project Description Summary) Section 9.2 Application Guidelines

A Strong Project Description Summary will include the following:

Project Type (Homebuyer, Rental, Homeowner) Activity Names (using the Budget Category titles is best) Amount of NAHTF being requested to support each activity Amount of match, if any Other Sources being used to support the project (Leverage) □Number of Units/Beneficiaries Beneficiary AMI being targeted □ Project Team list Additional details helpful to understanding the scope of the project

Good Life. Great Opportunity.

Application Forms: Part 02 (Selecting Activities) Section 9.2 Application Guidelines

Project Activities

Eligible Activities making up a typical Nebraska Affordable Housing Trust Fund budget are divided into three categories:

• Primary

Every project MUST include a Primary Activity to be eligible.

Support

- Support Activities are optional.
- A Support Activity MUST be conducted in tandem with a Primary Activity.

Administrative

Administrative Activities are optional.

The sum of a project's Primary plus Support Activities MUST be within the maximum amount allowed for this application cycle.

2023 NAHTF cycle has a maximum of \$750,000 for sum of Primary plus Support Activities.

- General Administration, Housing Management, and Lead-based Paint activity allowances are NOT included in the maximum stated above.
- Review Application Guidelines for maximums related to administrative costs and lead-based paint.

Primary Activities Selection

Applicants must select at least one Primary Activity from one of the Housing Types below that best describes the Housing Project Type being applied for.

By clicking "Not Applicable" the next available Activity options will pop up.

Homebuyer NAHTF-Funded Primary Activity

Select the Project's Primary Homebuyer Activity to be funded with NAHTF. *

O New Construction Only

- O New Construction and Homebuyer Assistance (HBA)
- O Purchase/Rehab/Resale Only
- O Purchase/Rehab/Resale and Homebuyer Assistance (HBA)
- O Homebuyer Assistance Only
- O Homebuyer Assistance with Rehabilitation
- Not Applicable: This project is NOT a Homebuyer Project



Application Forms: Part 02 (Selecting Activities) Section 9.2 Application Guidelines

Contact your Housing Representative if a Primary or Support activity does not seem to fit the Activities listed for the Project Type you are applying for.

Your Housing Representative will advise you if additional documentation is needed to verify the activity as eligible.

Alternative Activity Verification Process

Does your project include an eligible activity not described above, that you wish to request NAHTF funding for? *

O Yes. I have contacted the Housing Program Representative for my region. Housing Program Representative's approved documentation describing eligible activity and amount of NAHTF being requested for budget is uploaded below.

 \bigcirc No

Save ✓ Mark as Complete Save & Continue



Application Forms: Part 03 (Program Guidelines) Section 9.2 Application Guidelines

Program Guidelines

Program Guidelines need to be created and uploaded to this application. The Program Guidelines must be specific to this award application.

A checklist is provided by project type on the NAHTF webpage for use by Applicant to be sure all requirements are covered in a project's Program Guidelines. Download and complete the checklist (instructions below).

Hints:

- The Applicant's governing body must approve guidelines prior to receiving Release of Funds but does not have to approve prior to application submission.
- If awarded, Program Guidelines will be reviewed by the Department, and changes could be required, to bring them into alignment with most recent DED program requirements.

Instructions for Uploading Program Guidelines and the Corresponding Checklist for Project Type

- · Go to NAHTF website at https://opportunity.nebraska.gov/nahtf.
- At Application Guidelines, download the Program Guidelines Checklist for the project type.
- Complete the Checklist to align with the project's program guidelines.
- · Upload completed Checklist below.
- Upload the Program Guidelines below.

UPLOAD: Program Guidelines *

Choose File

UPLOAD: Program Guidelines Checklist*

Choose File

Refer to the Program Guidelines Checklist for your Project Type when creating your Program Guidelines. Download the checklist from the NAHTF web page.



Pro-Formas (Part 05) Section 9.6 Application Guidelines

Requiring a Pro-Forma are:

- □ Homebuyer Projects (New Construction and Purchase Rehab Resale)
- □ Rental Projects (New Construction, Rehabilitation)
 - Early Submission Required (Due April 6th)
 - Download the CURRENT excel spreadsheet from NAHTF website.

Not requiring a Pro-Forma are:

- Homeowner (Owner-occupied Rehabilitation Projects)
- Homebuyer Projects primarily providing Homebuyer Assistance (down payment costs)

Work with your Project Team and industry experts to develop your Pro-Forma.



Application Guidelines & Grant Administration

GOOD LIFE

NEWS

PROGRAMS

Application Guidelines

BUSINESS

NEBRASKA

DEPT, OF ECONOMIC DEVELO

Search:

Title	* File Type	Date
01 2023 NAHTF Application Guidelines	PDF	February 9, 2023
02 Homebuyer Program Guidelines Checklist	Word	February 9, 2023
03 Rental Program Guidelines Checklist	Word	February 9, 2023
04 Homeowner Program Guidelines Checklist	Word	February 28, 2023
05 NAHTF Match Documentation Form	Word	February 9, 2023
06 Rental Pro-Forma Project Design Spreadsheet	Excel	February 9, 2023
07 Housing Development Pro-Forma Sample	Excel	February 9, 2023
08 Budget and Cost Analysis Calculators for OOR and Homebuyer projects	Excel	February 24, 2023
Lead-based Paint Q&A	PDF	February 25, 2022
NAHTF FAQ - 2022	PDF	April 25, 2022
Nebraska Site Review Form	PDF	October 27, 2022

Important!!

Review the last page of the Rental Program Guidelines Checklist for Rental ProForma guidance.

Show 25 + per page

11 files



Pro forma Spreadsheets

The Pro Forma Spreadsheet must show the project will be financially viable during the affordability period, based upon reasonable assumptions. DED reserves the right to work with applicant to adjust the Pro Forma and Project Design Spreadsheets to reflect economic and/or market conditions as deemed appropriate. **ProForma must be uploaded as an excel document, not a PDF version.**

Unit Information

a) Identify the number of NAHTF and non-NAHTF units within the project. Include: bedrooms, units, tenant paid utilities, etc. as identified on the Unit Information Spreadsheet. Check HUD Home Rent Limit table on NAHTF webpage to be sure Rents are within allowable limit.

Development Cost Schedule

b) Identify all development costs within the project using the Development Cost Schedule Spreadsheet. Do NOT include NAHTF request for administrative expenses. (General Administration, Housing Management, & Lead-Based Paint Testing)

Sources and Uses

c) Identify all sources, uses, and any equity gap within the project using the Sources & Uses Information Spreadsheet. Cell C15 (NAHTF Funds) should equal the sum of Primary Activity and Support Activity NAHTF requested amounts. Do NOT include NAHTF requested amounts for administrative expenses. (General Administration, Housing Management, & Lead-Based Paint Testing)

Annual Operating Expense Information & Pro Forma

- d) All income (including commercial income, residential income, etc.) must be clearly identified within the Annual Operating Expense Information Spreadsheet and within the Pro Forma Spreadsheet. All services or materials provided at a reduced <u>cost</u> or no cost basis must be reflected as both an income and an expense.
- e) All expenses (including reduced cost or no cost services, all partnership distributions, deferred developer fees, incentive management fees and repayment of loans as expenses, etc.) must be clearly identified within the Annual Operating Expense Information Spreadsheet and within the Pro Forma Spreadsheet. All services or materials provided at a reduced <u>cost</u> or no cost basis must be reflected as both an income and an expense.
- f) Identify the rate of increase used to project income and project expenses per year. The rate of income increase must be reasonable and under no circumstances can it be greater than rate of increase of the estimated project expenses.
- g) Stabilized vacancy rate must be 3% or above and applicant must be able to support the vacancy rate decision used on the Rental <u>ProForma</u> Spreadsheet.
- h) Property management fees should be 5-10% of the Gross Potential Rents.
- i) The Operating Reserves must be equal to or greater than 6 months of operating expenses, including debt service.
- j) The Replacement Reserve payment schedule must be equal to or greater than \$300 per unit per year.
- k) The debt service coverage ratio (DSCR) must be no less than 1.15 in the first year. Monthly or annual debt service is not required.
- Debt service payments must meet all debt service obligations (must maintain a 1.0 DSCR throughout the affordability period).





FREQUENTLY ASKED QUESTIONS

Find the FAQ on NAHTF web page

NAHTF Application Q&A

This form is for potential 2023 NAHTF applicants to submit a question regarding the application or application guidelines, and review FAQ's. Please check back periodically to see newly posted FAQ's.

Q: How should a project determine rental rates?

Using the HUD Home Rent Limit table found on DED NAHTF web page; rents should be <u>no more than</u> the 65% rent limit established by HUD for the area project is located in. <u>However</u>, if the Fair Market Rent limit shown on the HUD table is lower than the 65% rent limit, the project should consider using the FMR as the limit.

The Project needs to be able to support their decision for rent amount charged to NAHTF-assisted units.

Do the rents make sense for the project and the area that the project is located in?

Does the rent consider the AMI population being targeted by the project?

Note: The HUD table assumes landlord/owner is paying utilities, therefore an average utility amount per unit must be taken into consideration if tenant is paying the utilities. That amount would need subtracted from the rent limit to obtain adjusted rent limit.

Creating the Budget Section 9.9 Application Guidelines

9.9 Creating the NAHTF Budget

Upon entering the Budget section (green circle labeled "Budget") Applicant will need to click the green "+" next to an Activity Category that is requesting NAHTF funding. A pop-up will appear. Instructions for filling out the Budget lines will be included in the pop-up. Follow the instructions for entering the amount of NAHTF and the amount of Match, if any to each activity. This will be repeated for each activity that Applicant is requesting NAHTF funding to support. For more details go to the <u>Budget User Guide</u> or the <u>NAHTF Application User</u> guide found in AmpliFund DED Grants Help Center.

Tips for Creating the NAHTF Budget

- Only select activities that NAHTF will be supporting. The budget activities should match activities listed in the Table that identified the Unmet Need for each budget category in Part 05 of the application.
- Item Type This may remain as Non-Personnel for all activities
- Name Enter the Category Name. (Category and Activity Name are the same.)
- Direct Cost Enter sum of NAHTF Request plus Match, if any.
- Non-Grant Funded Answer "yes" if match will be applied to the activity.
- Grant Funded Amount of NAHTF being requested for that activity. It will Auto-calculate to subtract amount of match (if any) from Direct Cost.
- Cash Match Enter amount, if applicable.
- Total Budgeted is auto-calculated to equal Grant Funded plus Cash match.

How to create the budget was covered on Slides 53-56 of the Pre-Application Workshop



2023 NAHTF **Non-Profit Technical** Assistance Application

Providing financial assistance to a Non-Profit with the goal of increasing their ability to impact affordable housing development in their service area.

3000

NAHTF

NON-PROFIT TECHNICAL ASSISTANCE APPLICATION PART 02: Technical Assistance Application See Section 10 of Application Guidelines

- PROJECT ACTIVITIES
- PROJECT DESIGN
- PERFORMANCE PLAN GOALS
- IMPACT ON HOUSING PRODUCTION
- > SUSTAINABILITY
- ORGANIZATION AND FINANCIAL MANAGEMENT
- > MATCH AND LEVERAGE



NAHTF

NON-PROFIT TECHNICAL ASSISTANCE APPLICATION

PERFORMANCE PLAN

Review Section 10 of Application Guidelines

EXAMPLE OF A GOAL

First Technical Assistance Goal

1. TA Goal Name *

Staff Training

1. Estimated Cost *

\$2,750.00

1. Description of activity and all funding sources for this goal. *

Description: Registration, travel and lodging for one staff member to attend the class titled "Housing Development 101 in September 2023. Funding Sources: NAHTF

334

1. Describe Typical Expenses Related to this Goal, i.e., staff time, supplies, consultant, travel expense, etc. *

Typical expenses: Registration Fee \$750 Travel, Lodging, meals, supplies related to class - \$2000





NAHTF

TECHNICAL ASSISTANCE APPLICATION

PERFORMANCE PLAN

Review Section 10 of Application Guidelines

Total Project Cost *

0.00

Total Other Sources (Include Match, if any). *

0.00

Hint: Total Project Costs less Total Other Sources should equal NAHTF Amount Requested.

Applicant Specific Uploads for Project Design Section

UPLOAD: Project Design Attachment 1
Choose File

UPLOAD: Project Design Attachment 2 Choose File

BUDGET – TECHNICAL ASSISTANCE APPLICATION



26



TIPS

- SAVE OFTEN as you work on application within AmpliFund to avoid unexpected loss of input due to platform timing out.
- Watch the Workshops
- Attend Open Office Hours
- Review the Application Guidelines
- Contact Housing Representative for assistance if needing clarification.

0



How to make your application stand out....

- Follow instructions carefully.
- Review the 2023 NAHTF Q & A.
- Answer every question pertaining to the project type.
- Use a proofreader to catch mistakes.
- Give consistent answers.
- Give concise answers.



CHECK IT OUT...

Q&A on Lead Based Paint

On NAHTF webpage under Application Guidelines

• Terms and Definitions In the Appendix

NEBRASKA DEPARTMENT OF ECONOMIC DEVELOPMENT NAHTF Lead-Based Paint

Applies to program years 2021 and beyond.

Q What State of Nebraska statutes apply to my NAHTF award?

A: Neb. Rev. Stat. §§71-6318 to 71-6331.01 and Neb. Rev. Stat. §§71-162 to 71-162.05. These statutes govern the licensing of firms partaking in lead-based paint abatement as defined here: <u>https://www. nebraska.gov/rules-and-regs/regsearch/Rules/Health_</u> and <u>Human_Services_System/Title-178/Chapter-23.</u> pdf

Q: What is lead-based paint abatement?

A: The Nebraska Department of Health and Human Services (DHHS) defines lead-based paint abatement as any measure or set of measures designed to permanently eliminate lead-based paint hazards. Abatement does not include renovation, remodeling, landscaping, or other activities when such activities are not designed to permanently eliminate lead-based paint hazards but instead are designed to repair, restore, or remodel a structure or dwelling even if such activities may incidentally result in a reduction or elimination of lead-based paint hazards.

Example: You are replacing all of the window frames in a home for the purpose of a remodel. The window frames may have contained lead-based paint. Replacing them will permanently eliminate the leadbased paint hazard. However, this elimination is incidental to the remodeling. Therefore, the activity is not abatement as defined by DHHS.

Example: You are replacing windows in a home after a child in the home was found to have elevated levels of lead in the child's blood. You believe deteriorating paint on the window frames may have been the source of lead. Therefore, the activity is abatement.

Ooes NAHTF require abatement of leadbased paint hazards?

A: No, NAHTF does not require LBP abatement. However, recipients may choose to abate lead-based paint hazards. In that case, a licensed abatement contractor would need to be used.

l am still unsure if my project involves leadbased paint abatement.

A: Contact DHHS: Doug Gillespie, Program Manager, Office of Environmental Health Hazards & Indoor Air. Doug Gillespie@nebraska.gov 402-471-0548

What do I need to do if my project includes abatement?

A: You must work with a licensed abatement contractor, certified by Nebraska DHHS. The contractor must follow HUD guidelines for abatement by a certified individual. See 1997 revision of Chapter 7: HUD Guidelines for the Evaluation and Control of LBP Hazards https://dhhs.ne.gov/Lead%20Documents/ HUD%202012%20Guidelines%20Complete.pdf, You can look up a firm's license from the state of Nebraska here: https://www.nebraska.gov/LISSearch/search.cgi

What other lead-based paint rules and regulations apply to my NAHTF award?

A: The Environmental Protection Agency (EPA) Renovation, Repair, & Painting (RRP) Rule applies to all housing units constructed before 1978. Therefore, the RRP Rule applies to all NAHTF projects that involve pre-1978 housing units. This would cover many properties in owner-occupied rehab (OOR) and purchase, rehab, resale (PRR) projects as well as rental rehab. RRP does not apply to New Construction.

What does the RRP Rule require?

A: The RRP Rule requires that any contractors (including general contractors and subcontractors) performing renovation, repair, and painting projects that disturb lead-based paint in homes built before 1978 must (1) be certified by EPA, (2) use certified renovators who are trained by EPA-approved training providers, and (3) follow lead-safe work practices.

Note: If your organization is acting as a general contractor for your NAHTF project in pre-1978 housing, your organization needs to be certified by the EPA are an RRP Renovation Firm. If you are hiring a generation

REMINDERS – MARK YOUR CALENDARS!

- Site Review Forms are due March 23
- Rental Pro-Formas are due April 6
- Application Due May 11 at 5:00pm (CT) Do NOT wait until the last day.
- Stay Informed JOIN OUR MAILING LIST

NEBRASKA Good Life. Great Opportunity.

VIRTUAL OPEN OFFICE HOURS & FAQ

- Open Office Hours will be focused on questions specific to completing the Application in AmpliFund. Project Specific questions need to be submitted either to your Housing Program Representative or to the 2023 NAHTF Q & A form found on the NAHTF webpage.
- Open Office Hours Schedule:
 - Held Thursdays, March 23-April 27 @ 10:00am (CT)
 - Each Open Office Hour will begin by covering a specific Application topic and then will open up to questions for remainder of the time.

Find Registration links here: https://opportunity.nebraska.gov/training/

✤ Submit Questions and check for FAQ using the NAHTF Application Q & A link <u>HERE</u>.

Stay Informed: JOIN OUR MAILING LIST

NEBRASKA Good Life. Great Opportunity.

AmpliFund Customer Support

- If you need help using the AmpliFund Grant Management System while working on an Application, you can reach customer support by one of the ways listed below:
- 1. Call toll-free 1 (844) 735-0239 Available from 7:00am-7:00pm CDT
- 2. Online chat Available from 8:00am-4:00pm CDT https://ne-amplifund.zendesk.com
- 3. Email support@ne-amplifund.zendesk.com



Have Questions?

Email or call your Housing Program Representative Find your Housing Rep Here: https://opportunity.nebraska.gov/nahtf

Register for the first Open Office Hour March 23 @ 10:00am (CT) Registration Link: <u>https://opportunity.nebraska.gov/training/</u>

> Barb Pierce, Housing Specialist barb.pierce@nebraska.gov

