

**Welcome to Open Office Hour**  
**2025 Nebraska Affordable Housing Trust Fund (NAHTF)**  
**May 1, 2025 @ 10:00am (CT)**

# Welcome

## Agenda

Review General Information about NAHTF (Trust Fund)

Open for Questions

- ❖ Applications are due **May 22** at 5:00 PM (Central Time)
- ❖ Project specific questions should be discussed with your Housing Program Representative

# 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>  
-Scroll down to “Submit a Ticket” or use the Chat box in the bottom right-hand corner.
3. Email [support@ne-amplifund.zendesk.com](mailto:support@ne-amplifund.zendesk.com)

# NAMING THE APPLICATION

*See Application Guidelines for an example that matches your project type.*

## Section 6.3

### Housing Development with Primary Activities of New Construction and HBA :

Example: 2025 NAHTF ABC Housing NC HBA

*\*Only include HBA if applicant is requesting the HBA as part of the awarded budget amount.*

Applicants submitting to more than one congressional district may designate the congressional district at the end of the application name.

Example: 2025 NAHTF ABC Housing NC HBA **CD1**

### Technical Assistance Application:

2025 NAHTF ABC Housing TA

### HINTS:

- Do not use parentheses or brackets – *Ask for assistance if unsure how to name the application!*
- Include blank space or underscore between each activity acronym as shown in the examples given in application guidelines.

Correct: 2025 NAHTF Rhouse Corp PRR HBA


InCorrect: **2025NAHTF** Rhouse Corp **PRRHBA**

2025 NAHTF Rhouse Corp **(PRR)(HBA)**

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# REVIEW THE 2025 APPLICATION GUIDELINES

V. 1.2 posted on 4/24/25



BUSINESS

PROGRAMS

GOOD LIFE

NEWS

Application Guidelines

Search:

Title	File Type	Date
01: 2025 NAHTF Application Guidelines V1.2	PDF	April 24, 2025
02: Homebuyer Program Guidelines Checklist	Word	February 20, 2025
03: Rental Program Guidelines Checklist	Word	February 20, 2025
04: Homeowner Program Guidelines Checklist	Word	February 20, 2025
05: 2025 Rental Development Worksheet	Excel	March 10, 2025
06: 2025 Homebuyer Development Worksheet	Excel	March 19, 2025
07: 2025 Cash Match Commitment Form	Word	February 20, 2025
08: Budget and Cost Analysis Calculators for OOR and Homebuyer projects	Excel	February 24, 2023
Housing Application Best Practices		March 14, 2024
Lead-Based Paint Flow Chart	PDF	February 20, 2025
Lead-based Paint Q&A	PDF	April 24, 2025
Nebraska Site Review Form	PDF	October 27, 2022

# RESOURCES

*These resources will be posted on the NAHTF web page.*

## **Application Guidelines and Grant Administration**

Application Guidelines

– *Review the Post Award Management and Implementation (Section 17)*

Housing Application Best Practices Slide Deck

## **Training and Workshops**

Open Office Hour Slides *(posted as available)*

Recorded Application Trainings and Slides *(posted as available)*

# Making your application stand out...

- ☐ Name your application correctly!
- ☐ Provide a thorough and concise Project Description Summary.
- ☐ Answer all required application questions and be careful to follow all instructions provided on the application.
- ☐ Use the resources provided on the NAHTF web page under Training & Workshops.
- ☐ Use a proofreader to catch mistakes.
- ☐ Be sure all required attachments are uploaded to the application before submitting. All materials must be submitted with the application to be accepted.
- ☐ Use the Applicant Specific Uploads Section as needed to provide additional information useful to understanding the project.
- ☐ If you don't understand an application question, contact your housing program representative for assistance.
- ☐ Submit early – shoot for 2 days ahead!

# MARK YOUR CALENDARS!

- ❖ Full Application Due **May 22 at 5:00pm (CT)**
- ❖ Stay Informed - **[JOIN DED MAILING LIST](#)**





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