



# Austin Housing Finance Corporation

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Date: **March 27, 2013**

## **NOTICE OF FUNDING AVAILABILITY (NOFA)** **G. O. REPAIR! PROGRAM**

### **SUMMARY**

The Austin Housing Finance Corporation (AHFC) announces the upcoming availability of **\$1,000,000** in funding for the G. O. Repair! Program and currently seeks proposals from experienced non-profit organizations to provide home and roof repair services. Services will benefit low- to moderate-income families and individuals whose household income is at or below 80% of the Area Median Family Income (AMFI) as defined by the U.S. Department of Housing and Urban Development (HUD).

### **PURPOSE**

The purpose of the G. O. Repair! Program is to address substandard housing conditions of low and moderate income homeowners residing within the corporate city limits of the City of Austin. The program provides financial assistance to make repairs that will eliminate health and safety hazards and/or provide improved accessibility. This program also seeks to remove logistical barriers between local organizations currently operating home repair programs, reduce or eliminate waiting lists and build the capacity of local non-profits to provide these specific types of home repairs for qualified people.

### **ELIGIBLE CLIENTS**

Households served must have total household income at or below 80% of the AMFI with a focus on assisting households at 50% or below of the AMFI. Each homeowner receiving assistance through this program must occupy the home and the home must be the owner's homestead.

### **PROGRAM ASSISTANCE**

The program provides up to **\$15,000** of assistance per home per fiscal year and up to **\$5,000** of this amount can be used for roof replacement. In addition, this assistance does not include any other assistance from the participant organization using its regular programs and funding.

### **ELIGIBLE ACTIVITIES:**

Subject to the requirements of the G. O. Repair! Program Guidelines, eligible projects may include, but are not necessarily limited to:

- a. accessibility modifications;
- b. electrical, plumbing, mechanical repairs;
- c. exterior siding repair;
- d. window and door repairs/replacements;
- e. drywall and flooring repair;

- f. structural carpentry pertaining to structural integrity: support beams, rotten floor joists (usually result of leak), rotten wall members;
- g. painting as related to repairs;
- h. roof patches;
- i. roof replacement;
- j. ceiling fans; and
- k. life safety requirements according to the applicable building code.

## **ELIGIBLE NOFA APPLICANTS**

Eligible NOFA applicants should be non-profit organizations that have experience with home repair services. Organizations must have a Certificate of Accounts Status from the Texas Comptroller of Public Accounts indicating they are in Good Standing and they should not be on the City of Austin's debarment list.

Organizations should include the following information in their proposal:

1. a board resolution authorizing the organization to submit a proposal to this NOFA;
2. describe the organization's experience, including that the organization has three or more years' experience in providing home repair services;
3. include confirmation that the organization has cash reserves of at least \$25,000 to facilitate the initial program administration; and,
4. the amount and justification for funding, including the waiting list for current services.

## **MAXIMUM AWARD**

The maximum amount that can be requested per organization may not exceed **\$200,000**. This amount includes administrative and indirect costs not to exceed 20% per project. AHFC reserves the right to administratively increase the maximum award up to \$300,000 as a result of demonstrated capacity and past performance with home repair services. AHFC also reserves the right to recommend awards greater than \$300,000 which will require approval by the AHFC Board of Directors.

## **CONTRACT TERMS:**

The contract term is estimated to begin May 1, 2013 and end on September 30, 2013. AHFC retains the right to extend the contract for 90-days through December 31, 2013. Applicants will be required to execute a new contract that has recently been updated in accordance with City of Austin contract administration and monitoring guidelines. A copy of the contract is available upon request.

## **NOFA APPLICATION PROCESS**

The funds being released under this NOFA are not subject to a pre-determinate allocation. Applications received will be reviewed and scored on a competitive basis according to organizational capacity and experience. To be considered, applications must be complete and meet the minimum threshold criteria as stated in the Program Guidelines and Scoring Criteria. A score above the minimum score does not guarantee funding.

NOFA packets may be obtained between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, at the office of the Austin Housing Finance Corporation at 1000 East 11th Street, 2nd Floor, Austin, TX 78702, or by visiting the AHFC web site at <http://www.austintexas.gov/department/go-repair>. The program guidelines, proposal format and scoring criteria can also be found at the G. O Repair! Website.

A pre-submittal meeting will be held at 10:00 a.m. on April 4, 2013, at Austin Housing Finance Corporation at 1000 East 11<sup>th</sup> Street, Suite 200A, Austin, Texas 78702. **Sealed applications relating to this NOFA are due prior to 10:00 a.m., April 11, 2013, at the office of Austin Housing Finance Corporation at 1000 East 11th Street, 2nd Floor, Austin, TX 78702.**

Questions regarding the NOFA process or program requirements may be directed to Diana Domeracki at 512-974-3156 or by e-mail at [diana.domeracki@austintexas.gov](mailto:diana.domeracki@austintexas.gov)

*The City of Austin does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs and activities. Dolores Gonzalez is the City's ADA/Section 504 Coordinator. If you have any questions or complaints regarding your ADA/Section 504 rights, please call her at 974-3256 (voice) or 974-2445 (TTY). The City of Austin is committed to compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended. Reasonable modifications and equal access to communications will be provided upon request.*