

Opportunity Details

Opportunity Information

Title

2022 Pre-Application Nebraska Affordable Housing Trust Fund (NAHTF)

Description

The Nebraska Affordable Housing Trust Fund (NAHTF) was established by the 1996 Nebraska Affordable Housing Act (Neb. Rev. Stat. §§58-701 through 58-711). The Act was adopted to address the state's affordable housing needs by providing a resource to increase the supply and improve the quality of affordable housing in Nebraska and called for a portion of the documentary stamp tax from Nebraska real estate transactions to be transferred to the NAHTF. Awards are drawn on a reimbursable basis. These funds are distributed to support the provision of decent, affordable housing statewide, to encourage economic development and promote the general prosperity of all Nebraskans.

<https://opportunity.nebraska.gov/wp-content/uploads/2021/11/2022-NAHTF-QAP-Public-Comment-Period.pdf>

What projects are eligible for NAHTF grants?

NAHTF provides funding for housing projects and technical assistance (capacity building) to stimulate development of safe, decent and affordable housing.

Awarding Agency Name

Nebraska Department of Economic Development

Program

Fund Activity Categories

Housing

Departments

02 Housing

Subjects

2022, Pre-Application, NAHTF

Manager

Barb Pierce

Additional Users

Public Link

<https://ne.amplifund.com/Public/Opportunities/Details/ec1e98bf-5dd8-47f1-9ec5-a5d7c515446f>

Funding Information

Opportunity Funding

\$0.00

Award Information

Other Funding Requirement

Submission Information

Submission Window

02/03/2021 3:00 PM - 03/03/2022 6:00 PM

Submission Timeline Additional Information

Full Application Closes: May 5, 2022

<https://ne.amplifund.com/Public/Opportunities/Details/fb57322c-02c3-43d8-a635-f26a22b6ab67>

Other Submission Requirements

2022 NAHTF Application Guidelines:

<https://opportunity.nebraska.gov/nahtf>

Question Submission Information

Question Submission Additional Information

Pre-Application Workshop: February 11, 2022, Pre-recorded workshop available beginning at 8:00 am Central Time for entire pre-application cycle.

<https://opportunity.nebraska.gov/grow-your-community/training/>

Housing Program Representative Regions:

Please contact your Housing Program Representative for initial questions.

To view the map of the Housing Representatives, visit <https://opportunity.nebraska.gov/nahtf> and click "Contact DED Regional Housing Staff".

FAQ / Resources:

DED will provide information for Frequently Asked Questions on the NAHTF webpage link at the this link..

<https://opportunity.nebraska.gov/nahtf> Click on 2022 NAHTF FAQs & Resources.

Eligibility Information

Eligibility Type

Public

Additional Eligibility Information

Who is eligible to apply?

Eligible applicants for NAHTF awards include local governments, non-profits, and public housing authorities. Applicants may partner with for-profit developers, builders, lenders, human service providers, and state or federal agencies with housing mission.

Refer to the current NAHTF Application Guidelines for more detailed information regarding eligibility.

Additional Information

Additional Information URL

<https://opportunity.nebraska.gov/amplifund/>

Additional Information URL Description

Resources:

General and Program specific user guides and videos can be found at <https://opportunity.nebraska.gov/amplifund/>.

Statewide Relay System:

Individuals, who are hearing and/or speech impaired and have a TTY, may contact the Department through the Statewide Relay System by calling (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.

Project Information

Application Information

Application Name

Award Requested

Cash Match Requirement

\$0.00

Cash Match Contributions

\$0.00

Total Award Budget

\$0.00

Primary Contact Information

Name

Email Address

Address

Phone Number

Project Description

Part 01: Pre-Application

Applicant Information

**The Applicant Primary Contact Information is on the previous page, Project Information section.*

Name of Applicant Organization

Applicant Type

- ☐ Unit of Local Government
- ☐ Local Housing Authority
- ☐ Nonprofit 501(c)(3)
- ☐ Nonprofit 501(c)(4)

Federal Tax ID (000000000)

Applicant - Phone Number (0000000000)

Applicant - Address Line 1

Applicant - Address Line 2

Applicant - City

Applicant - State

Select an item... ▼

Applicant - Postal Code

Authorizing Individual

Person authorized to sign contracts on behalf of the organization is referred to as the Authorizer.

Authorizer - First Name

Authorizer - Last Name

Authorizer - Title

Authorizer - Email Address

Preparer Information

Is the Preparer organization different from the Applicant organization?

- ☐ Yes
☐ No

Preparer Type

- ☐ Out State Consultant
☐ In State Consultant
☐ Nonprofit Organization
☐ Economic Development District
☐ Other

Preparer Type: please specify...

Application Preparer Information

Application Preparer - Organization Name

Application Preparer - First Name

Application Preparer - Last Name

Application Preparer - Title

Application Preparer - Email Address

Application Preparer - Phone Number (0000000000)

Application Preparer - Extension

Application Preparer - Address Line 1

Application Preparer - Address Line 2

Application Preparer - City

Application Preparer - State

Select an item... ▼

Application Preparer - Postal Code

District Indicator

Choose the Congressional District where the majority of your project is located.

- ☐ Congressional District 1
☐ Congressional District 2
☐ Congressional District 3

Service Area

Select all Cities and/or Counties that you are planning to serve with this project:

- If it's a countywide project, select the county(ies).
- If it's specific to a city or village, select the cities and villages you will be working with.

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

View the map of the Housing Representatives, visit <https://opportunity.nebraska.gov/nahtf> and click "Contact DED Regional Housing Staff".

Identify which region the Project is in. If it covers multiple regions, consult with member of Housing Team to identify applicable region.

Select your Project's Housing Region.

- ☐ Western Region
- ☐ Central Region
- ☐ Northeast Region
- ☐ Southeast Region
- ☐ Douglas/Sarpy Metro Region

Will applicant organization be applying for more than one project?

- ☐ Yes
- ☐ No

NOTE: If applying for multiple projects, applicant organization will need to submit multiple pre-applications. One pre-application for each project/application.

Project Activity

What type of project are you applying for?

- ☐ Housing Project
- ☐ Technical Assistance

Does the Housing project include Disaster Recovery 4420-DR?

- ☐ Yes
- ☐ No

NOTE: Disaster Recovery 4420-DR counties are designated by the following map link. The project must be located in a declared county to qualify, see <https://www.fema.gov/disaster/4420>.

Disaster Recovery must be reflected in your Housing narrative on this form.

What type of Housing project are you applying for?

- ☐ Homebuyer
- ☐ Homeowner
- ☐ Rental

Development Pro-Forma

Rental Projects are required to use the DED Development Pro-Forma, download below.

This Pro-Forma must be submitted to your DED Regional Housing Program Representative by March 31, 2022 for approval prior to submitting full application.

DOWNLOAD: RENTAL Pro-Forma

RENTAL Pro_Forma_Project_Design_Spreadsheets_2022.xlsx

Primary Activities (Select all that apply)

- ☐ New Construction
- ☐ Homebuyer Assistance
- ☐ Purchase Rehab Resale
- ☐ Rehabilitation

Support Activities. (Select all that apply)

- ☐ Developer Fee
- ☐ Demolition
- ☐ Acquisition
- ☐ Infrastructure Improvements
- ☐ Rental Project Reserves

Administrative Costs (Select all that apply)

- ☐ Housing Management
- ☐ General Administration
- ☐ Lead Based Paint Testing

Does your project include an eligible activity that is not listed above? (For all eligible activities see Section 58-706 of the Nebraska Affordable Housing Act.)

- ☐ Yes
- ☐ No

If Yes to above question, state the additional eligible housing activity this project will be engaging in.

Does the proposed project include new construction, Rental Rehabilitation, Conversion, Acquisition of land, or Infrastructure Improvements?

- ☐ Yes
- ☐ No

For any site identified prior to full application, applicant must submit a site review, by March 18th, 2022, for approval. Site review form can be downloaded from and submitted to assigned program representative. Follow Link to NAHTF webpage and download the form from section titled Forms & Templates/Reporting Forms. <https://opportunity.nebraska.gov/nahtf>

Technical Assistance Program Activities (Select all that apply)

- ☐ Improve current services and activities
- ☐ Planning for a new program, service or project
- ☐ Expand service area
- ☐ Build capacity to undertake new activities

Project Description

Name of Project Developer

Will NAHTF be used to fund a Developer Fee?

- ☐ Yes
☐ No

What is the Total Developer Fee budgeted for Project?

\$0.00

How many NAHTF funded units will be completed?

0

What is the maximum target AMI percentage for beneficiary households for this project?

Note: Total Development Costs (TDC) include all project costs including leverage & administrative costs.

Identify the Total Development Cost (TDC).

\$0.00

Note: Total Project Costs (TPC) are the costs associated with NAHTF-funded Primary Activities and Support Activities. This amount does not include budget for NAHTF-funded Administrative Costs.

Identify the Total Project Cost (TPC).

\$0.00

Total of NAHTF Funded Administrative Costs, i.e. General Administration, Housing Management, Lead-based Paint.

\$0.00

Additional Housing Project Information

Provide a short narrative with additional details about the project.

- Describe whether any units will be prioritized for a lower AMI than the maximum stated above.
- List development team member names and describe their respective roles in the project including, but not limited to, applicant primary contact, application preparer, project administrator, 3rd party consultants or service providers, housing partners, funders, consultants, developer, owner(s), etc.
- If any member of the development team is unknown at time of this pre-app please state that in the narrative.
- Describe a basic timeline for project taking into consideration that Release of Funds is generally not expected before 12/31/22 on majority of projects.
- Share any additional details of significance about the project.

Character limit: 6,600

Housing Narrative

Technical Assistance Project Summary

Is there a housing study, surveys, or other data that has been developed to support your application?

- ☐ Yes
☐ No

Provide information on the project including, but not limited to the following:

- **Provide summary of the project and how the funding will be used.**
- **Describe how this technical service project will impact the housing need in the identified service area.**
- **Identify team members and describe their role in the proposed project.**

Character limit: 6500

Technical Assistance Summary

PROPOSED PLAN OF ACTION - TECHNICAL ASSISTANCE PROJECT

List 3-5 action steps to be accomplished in the proposed technical assistance project and give an approximate timeline for achieving each step.

Technical Assistance proposed plan of action.

DED Housing Award Eligibility Milestones

Applicants with current DED Housing awards through NAHTF must meet the milestones outlined in the table below by due date of the pre-application (March 3, 2022).

2017 and earlier	100% of funds drawn
2018	90% of funds drawn
2019	60% of funds drawn
2020	30% of fund drawn
2021	Must have achieved Release of Funds by May 5, 2022

Does applicant have an open DED Housing Award through the NAHTF program? Include any awards that have not received Certificate of Completion.

- ☐ Yes
☐ No

Complete the open grants table if applicable.

Please complete Applicant's Open Grants table.

EXAMPLE:

Grant Number	Funds Awarded	Funds Drawn	% of Funds Drawn	Meets Required Milestone
17TFHO11111	\$255,000	\$248,000	97%	Yes
19TFRH55555	\$475,000	\$109,250	23%	No

Open Grants: Include the requested information in table below and identify if award meets milestone.

Grant Number	Funds Awarded	Funds Drawn	% of Funds Drawn	Meets Required Milestones

I have completed the table immediately above.

- ☐ The table is filled out to the best of my knowledge and ability.
- ☐ The table has been left blank because I do not have applicable information to fill it out.

For any awards not meeting required milestones by March 3, 2022, the applicant must provide a detailed plan outlining how the housing award will be compliant with the required milestone by the date of the full application, May 5, 2022.

Did applicant identify any awards not meeting the required milestones?

- ☐ Yes
- ☐ No

Instructions

If multiple awards were identified, submit one PDF that includes a specific plan for each award.

UPLOAD: DED Housing Milestone Plan

Electronic Signature

Is the Application Preparer also the Authorizing Individual?

- ☐ Yes
- ☐ No

If answer is no, application preparer is attesting below they have authority to submit on behalf of the applicant.

Terms of Acceptance

To the best of my knowledge and belief, data and information in this pre-application are true and correct. The applicant will comply with all requirements in the Nebraska Affordable Housing Trust Fund. By signing and submitting this form I affirm that I have been authorized to submit the pre-application.

Please type First and Last Name

Electronic Signature

☐ I understand that checking this box constitutes a legal signature confirming that I acknowledge the above Terms of Acceptance.

Date Signed

Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
01. New Construction			
Subtotal	\$0.00	\$0.00	\$0.00
02. Homebuyer Assistance			
Subtotal	\$0.00	\$0.00	\$0.00
03. Purchase Rehab Resale			
Subtotal	\$0.00	\$0.00	\$0.00
04. Rehabilitation			
Subtotal	\$0.00	\$0.00	\$0.00
05. Developer Fee			
Subtotal	\$0.00	\$0.00	\$0.00
06. Demolition			
Subtotal	\$0.00	\$0.00	\$0.00
07. Acquisition			
Subtotal	\$0.00	\$0.00	\$0.00
08. Infrastructure Improvements			
Subtotal	\$0.00	\$0.00	\$0.00
09. Rental Project Reserves			
Subtotal	\$0.00	\$0.00	\$0.00
10. Housing Management			
Subtotal	\$0.00	\$0.00	\$0.00
11. General Administration			
Subtotal	\$0.00	\$0.00	\$0.00
12. Lead Based Paint Testing			
Subtotal	\$0.00	\$0.00	\$0.00
13. Technical Assistance			
Subtotal	\$0.00	\$0.00	\$0.00
14. Additional Eligible NAHTF Activities			
Subtotal	\$0.00	\$0.00	\$0.00

	Grant Funded	Non-Grant Funded	Total Budgeted
Total Proposed Cost	\$0.00	\$0.00	\$0.00

Revenue Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
Grant Funding			
Award Requested	\$0.00		\$0.00
Subtotal	\$0.00		\$0.00
Non-Grant Funding			
Cash Match		\$0.00	\$0.00
Subtotal		\$0.00	\$0.00
Total Proposed Revenue	\$0.00	\$0.00	\$0.00

Proposed Budget Detail

Proposed Budget Narrative

01. New Construction

Housing Projects - Hard Costs. Costs related to the building of a new structure(s) for single or multiple housing units. New Construction funds can be used for rental or homebuyer projects. Name*: Enter Category Name. Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

02. Homebuyer Assistance

Housing Projects - Hard Costs. Homebuyer Assistance funds are resources used to assist with costs associated with the purchase of a home, including down payment, closing costs and fees. Homebuyer Assistance funds can be used for homebuyer projects. Name*: Enter Category Name. Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

03. Purchase Rehab Resale

Housing Projects - Hard Costs. Purchase Rehab Resale funds are resources used to for homebuyer projects. Includes NAHTF-funded acquisition and rehabilitation. Name*: Enter Category Name. Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

04. Rehabilitation

Housing Projects - Hard Costs. These costs include the alteration, improvement or modification of an existing structure. Rehabilitation Funds can be used for rental, homeowner, or homebuyer projects. Do NOT use this field if project is Purchase Rehab Resale. Name*: Enter Category Name. Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

05. Developer Fee

Housing Projects - Soft Costs. Developer Fee funds are resources used for rental and homebuyer projects. Developer Fee is tracked separately for project budgets. NAHTF funded Developer Fee is deferred. See definition in Application Guidelines. Name*: Enter Category Name. Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

06. Demolition

Housing Projects - Hard Costs. Demolition is a support activity and must be done in conjunction with another housing activity. Property must meet the definition of a blighted structure. Demolition funds can be used for rental, homeowner, or homebuyer projects. Name*: Enter Category Name. Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

07. Acquisition

Housing Projects - Hard Costs. Acquisition is a support activity and can be used for rental or homebuyer projects that use NAHTF to fund acquisition. Do NOT use this category for PRR projects. Name*: Enter Category Name. Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

08. Infrastructure Improvements

Housing Projects - Hard Costs. These costs are for the building of new, off-site utility connections usually to an adjacent street. Can be used for rental or homebuyer projects. This is different from utility hook-up costs which are considered New Construction costs. Name*: Enter Category Name. Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

09. Rental Project Reserves

Housing Projects – Soft Costs. Rental Project Reserves are ongoing expenses incurred from the normal day-to-day activity of managing a rental unit. Reserves include replacement, operating and rent-up reserves. This is a separate budget line item for Rental Projects and are funded by NAHTF reimbursement into a specific reserve account upon project completion. Name*: Enter Category Name. Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

10. Housing Management

Housing Projects - Soft Costs. Maximum budget allowance is up to 12% of the total amount of NAHTF project costs, not to exceed \$5,000 per unit. Housing management funds are resources used for rental, homeowner, or homebuyer projects. Name*: Enter Category Name. Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

11. General Administration

Housing Projects - Soft Costs. Projects may request up to 8% of NAHTF project costs; not to exceed \$20,000 total in General Administration Costs. These are resources used for rental, homeowner, and homebuyer projects. General Administration includes those activities that are administrative in nature and are attributable to the receipt of the award. Name*: Enter Category Name. Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

12. Lead Based Paint Testing

Housing Projects - Soft Costs. Lead Based Paint Testing funds are resources used for rental, homeowner, and homebuyer projects that include rehabilitation activities. Paint testing, risk assessments and clearance testing are project-related soft costs but are subject to the \$1,500 NAHTF funds per unit maximum. Eligible Projects Costs: Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

13. Technical Assistance

Technical Assistance Projects. (TA only) Technical Assistance funds are resources used for Nonprofit Technical Assistance applications. Maximum allowed is \$40,000. Name*: Enter Category Name. Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.

14. Additional Eligible NAHTF Activities

Housing Projects and Technical Assistance Projects. Additional Eligible NAHTF Activities must be an activity identified by Eligible activities as provided in Section 58-706 of the Nebraska Affordable Housing Act, see page 5. Eligible Projects Costs: Enter the total amount in the "Direct Cost" field. If this Line Item has Match, change "Non-Grant Funded" to "Yes". Enter in your Match Dollar Amount or Match Percentage. After saving your line item, verify that the "Grant Funded", "Non-Grant Funded" and "Total Budgeted" columns are correct. Do not enter Ineligible Project Costs in this category. See NAHTF Application and Program Guidelines for more information.