

# **Multifamily Finance Super NOFA**

## **Round 3 Workshop**

**March 2025**





# Multifamily Finance Super NOFA Presenters

## **Branch Chief**

Gina Ferguson

## **Program Manager**

Scott Sano

## **Program Representatives & Specialists**

Zack MacArthur

Kimberly Laws

Maggi Lawson

Debora Smith

Roy Pacia



# Housekeeping

## General Rules

Silence cell phones / mute microphones

Questions and responses

## Introduction of Format

Scheduled break

Workshop timing

Project specifics



# Agenda

Topic
Round 3 Introduction
Threshold
AB 2483 & MHP COSR
VHHP Supportive Services
10 Minute Break
Rating & Ranking (Scoring)
Feasibility
5 Minute Break
Q&A

# MFSN Round 3 Introduction





# What's New in Round 3?

**AB 2483  
Implementation**

**SB 469**

**AB 2240**

**AB 2553**



# What's New in Round 3?

## (Guideline Updates)

- Better defined Sponsor experience requirements
- Commitment of all soft debt financing
- Elimination of underwriting to both proposed and restricted rents
- Standard Agreements must be signed within thirty (30) days
- IIG Payee must fully formed at the time of application
- Alignment with TCAC
- Market study and Environmental Site Assessment (ESA) clarification
- Appraisal clarification
- Visual representations of the site
- Update to FWHG (Serna) guidelines Section 504



# What's New in Round 3?

(Guideline Updates Continued)

- Market study clarification
  - Dated within one (1) year of the application due date (April 15, 2025)
  - ... (including those for acquisition/rehabilitation projects pursuant to Title 4 CCR, Section 10322(h)(10)), summarize the existing and planned affordable housing developments in the market area, specify any of those with Project type or target population preference or restrictions, document that there is sufficient demand for the application's Project type and target population in the geographic area where the proposed Project is or will be located...





# What's New in Round 3?

## (Guideline Updates Continued)

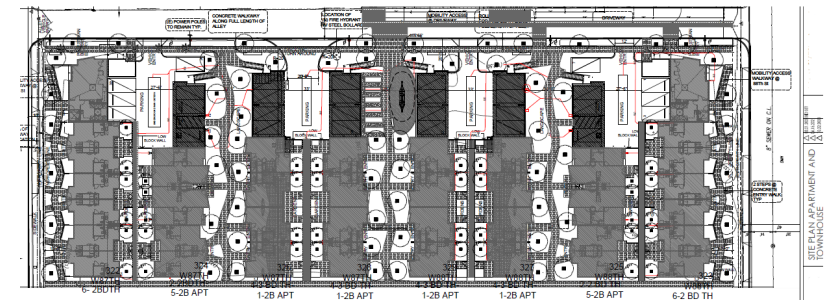
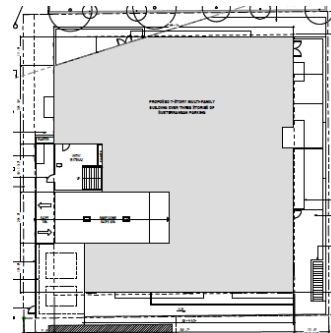
- Environmental Site Assessment (ESA) & Appraisal clarification
  - ESA
    - A Phase I ESA must be completed and dated no more than 12 months prior to the application due date (April 15, 2025).
    - If the Phase I ESA reveals known or potential contamination, a Phase II ESA is required to be completed and dated no more than 12 months prior to the application due date.
    - If a Phase II ESA has been completed and dated within 12 months prior to the application deadline, the recommending Phase I ESA may have been completed and dated 12 months or more prior to the application deadline.
  - Appraisal
    - Must be dated within one (1) year of the application due date to support that the project has a local public land donation or local surplus land.



# What's New in Round 3?

(Guideline Updates Continued)

- Visual representations of the project site
  - The application includes visual representations of the site location and immediate perimeter, existing conditions, and the proposed development in the form of an aerial map, a site plan, a design development site plan, and other similar documents as specified in the application.





# What's New in Round 3?

(Guideline Updates Continued)

**New:** Determination of the completeness of organizational documents required for eligible Sponsor and threshold requirements may occur concurrent with the feasibility review. Any corrective documentation accepted cannot result in a modification of the threshold determination.

**How will this be applied to application reviews?**



# What's New in Round 3?

## (Guideline Updates Continued)

### Completeness of organizational documents, continued:

- Documenting **eligible Sponsor** status requires submission of organizational documents for each Applicant/Sponsor entity. The application checklist outlines the required documents for each entity:
- To pass threshold and avoid disqualification, applications must include all relevant documents that demonstrate Sponsor entities are formed, active, and in good standing. Sponsor(s) cannot be added or replaced during the feasibility review.
- If supporting documents are missing or incorrect (signature block, organizational chart), MFSN staff have the discretion to request this documentation after threshold and scoring determinations are complete.

#### Sponsor/Applicant 1 Organizational Documents

28a. Spon1 Cert & Legal Disclosure	<a href="#">Reference: Sponsor/Applicant Certification Worksheet.</a>
28b. Spon1 OrgDoc1, Spon1 OrgDoc2, etc.	<a href="#">Reference: Entity Org Docs Worksheet.</a>
28c. Spon1 OrgChart	Sponsor/Applicant Organization Chart.
28d. Spon1 Signature Block	Signature Block - upload in Microsoft Word Document.
28e. Spon1 Cert of Good Standing	Certificate of Good Standing dated within 30 days of the application due date.
28f. Spon1 Tax-Exempt Status	Evidence of tax-exempt status from <b>IRS</b> and <b>FTB</b> for Corporations (Non-Profits)

#### Corporate Entities

Articles of Incorporation (Corp. Code **§154, 200 and 202**) as certified by the CA Secretary of State.  
Bylaws and any amendments thereto (Corp. Code **§207(b), 211 and 212**)  
Certificate of Amendment of Articles of Incorporation (Corp. Code **§900-910** (general stock), **§5810-5820** (public benefit and religious corporations), **§7810-7820** (cooperative corporations), or **§12500-12510** (general cooperative corporations)) as applicable.  
Restated Articles of Incorporation (Corp. Code **§901, 906, 910** (general stock), **§5811, 5815, 5819** (public benefit and religious corporations), **§7811, 7815, 7819** (cooperative corporations) and **§12501, 12506 and 12510** (general cooperative corporations)) as applicable.  
Statement of Information (CA Secretary of State form SI-100 or SI-200)  
Shareholder Agreements (Corp. Code **§186**) if applicable.  
Certificate of Good Standing certified by Secretary of State. Certificate of Good Standing must be dated 30 days or less from the application due date.

#### Limited Liability Companies

Articles of Organization (CA Secretary of State form LLC-1)  
Certificate of Amendment (CA Secretary of State form LLC-2) if applicable.  
Restated Articles of Organization (CA Secretary of State form LLC-10) if applicable.  
Certificate of Correction (CA Secretary of State form LLC-11) if applicable.  
Statement of Information (CA Secretary of State form LLC-12 or LLC-12NC)  
Operating Agreement (Corp. Code **§17707.02(s) and 17701.10**)  
Certificate of Good Standing certified by Secretary of State. Certificate of Good Standing must be dated 30 days or less from the application due date.

#### Limited Partnerships

Certificate of Limited Partnership (CA Secretary of State form LP-1)  
Amendment to Certificate of Limited Partnership (CA Secretary of State form LP-2) if applicable.  
Certificate of Correction (CA Secretary of State form LP-2) if applicable.  
Limited Partnership Agreement (CA Corp. Code **§15901.02(x) and 15901.10**)  
Amended and Restated Limited Partnership Agreement  
Certificate of Good Standing certified by Secretary of State.



# What's New in Round 3?

(Guideline Updates Continued)

## Completeness of organizational documents, continued:

- Documenting site control includes demonstrating that the entity with site control is the Sponsor, or is controlled by the Sponsor (“**Sponsor control**”).
- Often site control is held not directly by the Sponsor/Applicant, but by an entity controlled by the Sponsor. In these cases, **completeness of organizational documents is an important element of documenting site control.**
- To document Sponsor site control and avoid disqualification, applications must include the organizational documents for all entities connecting the Sponsor to the entity with site control. *There are few, if any documents supporting Sponsor site control that would be eligible for submission during a feasibility review.*



# What's New in Round 3?

## (Guideline Updates Continued)

- FWHG (Serna) Guideline Section 504 update
  - Section 504(d)(3)(B)
    - The Sponsor's plan for leasing Assisted Units must provide for outreach and marketing to migrant farmworker populations residing in Office of Migrant Services ("OMS") centers located within a 50-mile radius of the Project.
  - Section 504(d)(5)
    - The Sponsor's tenant screening and selection policy for Assisted Units must prioritize eligible migrant farmworker households that currently occupy a housing unit or occupied a housing unit within the preceding 36 months, at an OMS center. The Sponsor's policy shall include coordinating with OMS center operators to identify eligible migrant farmworker households.





# What's New in Round 3?

## (NOFA Updates)

- MHP funds for capital and operating subsidy funding
- IIG funds will come from IIG-2007 and IIG-2019
- Higher per-unit loan limits for utilizing DHCS programs
- Updates to Universal Scoring Criteria point categories that incentivize a minimum percentage of housing units targeting populations and the lowest income restrictions
- Sites on public lands
- Elimination of Universal Scoring Criteria point categories
- Permission to correct minor application errors and omissions



## Round 3 Funding Breakdown

Funding Program <sup>5</sup>	Approximate Funding Available*
Multifamily Housing Program (MHP): capital and operating funds	\$230,000,000
Joe Serna, Jr. Farmworker Housing Grant (FWHG) Program	\$120,000,000
Infill Incentive Grant Program of 2007 (IIG-2007) and Infill Infrastructure Grant Program of 2019 (IIG-2019)	\$20,000,000
Veterans Housing and Homelessness Prevention (VHHP) Program	\$12,000,000
<b>TOTAL</b>	<b>\$382,000,000</b>





# The NOFA Highlight

- Loan Limits
  - \$250,000 per MHP Restricted Unit
    - \$250,000 per SHMHP and TOD Assisted Unit
  - \$300,000 per FWHG (Serna) or VHHP Assisted Unit
  - Maximum \$25,000 increase per Assisted Unit (Restricted Unit for MHP)
    - 3 ways to qualify
- IIG Qualified Infill Project (QIP) Funding Limits
  - the bedroom count and number of units
  - the density and affordability of the housing to be developed



# The NOFA Highlight

- **Limitations and Award Caps**
  - Stacking Prohibition vs Stacking Permission
  - Max \$50,000,000 in MFSN funds, excluding IIG grants, per Project
    - Applies to loans, MHP COSR, and Supportive Service Reserves
    - No more than \$10,000,000 in MHP COSR per project
  - Each Applicant is limited to \$80,000,000 in total MFSN funds



# Funding Targets and Statutory Set-Asides

## Set-Asides

MHP Senior Set-Aside: approx. 21.0%

## Targets

Emerging Developer	7.5%
Community-Based Developer	7.5%
Geographic Distribution of Funds	36% Southern 33% Northern 21% Rural



## Scoring and Ranking

- Emerging Developer & Community Based Developer targets
- High/Highest Resource Areas
- 80 minimum points
- Incomplete application & low-scores or ranking



# Schedule

<b>NOFA Release</b>	<b>February 13, 2025</b>
<b>Application Release</b>	<b>February 27, 2025</b>
<b>Application Portal Opens</b>	<b>March 3, 2025</b>
<b>Application Due Date</b>	<b>April 15, 2025, 4:00pm PT</b>
<b>Award Announcement</b>	<b>August 2025</b>

# Threshold





# Universal Threshold Review

- Eligible Sponsor
- Eligible Project
- Site Control
- Program Specific Requirements
- Complete Application



# Eligible Sponsor

**An eligible Sponsor shall be any:**

Individual	Cooperative
Joint Venture	Local Public Entity
Partnership	Tribal Entity
Limited Partnership	Other Legal Entity – Check Guidelines
Trust	Or Any Combination
Corporation	





## Eligible Project

- Development type must be:
  - New construction, Rehabilitation or Conversion
  - Must contain five (5) or more Units
- Shall not have commenced construction
- Projects proposed by Tribal Entities:
  - Located in Indian Country, or
  - Located on fee or trust land within CA



## Eligible Project

- Fair housing
- Accessibility
- Environmental condition
- Local Approvals & Environmental Review
- Broadband service
  - 25Mbps/3Mbps



## Site Control

- At the time of application, the Sponsor must demonstrate Site Control
  - Sponsor shall maintain site control
  - Documentation must be:
    - Name of the Sponsor **or**
    - Entity controlled by the Sponsor
  - Projects developed in Indian Country:
    - Ground lease not less than 50 Years
    - Title Report or current title status report issued by BIA



# Site Control

- Site Control Types and Requirements:
  - Fee Title
  - Leasehold
  - Enforceable option to purchase or lease
  - Disposition and Development agreement with a public agency
  - Agreement with public agency giving Sponsor rights to negotiate
  - Land sales contract, or other enforceable agreement



# MHP Threshold Requirements

- Multifamily Housing Program (MHP)
  - Large Family
    - At least 25% of the Restricted Units with three or more bedrooms, **AND** an **additional** 25% of Restricted Units with two or more bedrooms.
  - Senior
    - **All** units are restricted to eligible household(s) under applicable provisions of California Civil Code and Federal Fair Housing Act
    - 62 years of age or older, or 55 years of age or older in a senior citizen housing development.



# MHP Threshold Requirements

- Farmworker Housing
  - At least 25% of the units are available to, and occupied by Agricultural households **AND** at least 10% of the Assisted units shall be at or below 30% AMI
- At High Risk
  - Involves a project that is currently an affordable housing project at risk of converting to market rate.
- Special Needs
  - Where at least 25 percent of the Restricted Units are limited under Department Regulatory Agreements to occupancy by Special Needs Populations.
- Special Needs Units
  - Any project type receiving MHP funds that has at least one special needs unit must meet many of the requirements applicable to special needs projects. Review MHP Guidelines Section 7303.1(l) for a description of these requirements.



# IIG Threshold Requirements

## Infill Infrastructure Grant Program (IIG)

- IIG Funds
  - Infill Incentive Grant Program of 2007(IIG-2007)
  - Infill Infrastructure Grant Program of 2019 (IIG-2019)
- Qualifying Infill Project (QIP)
  - Located in residential or mixed-use development
  - Located in an urbanized area, on a site previously developed or vacant site with at least 75% perimeter adjoining urban uses.
- Include more than 15 percent of affordable units
- Meet the net density requirements of at least:
  - Metropolitan: 45 units per acre
  - Suburban: 25 units per acre
  - City in non-metro county: 20 units per acre
  - Unincorporated area in nonmetro county, rural area: 15 units per acre
- IIG Payee must fully formed at the time of application



# Serna Threshold Requirements

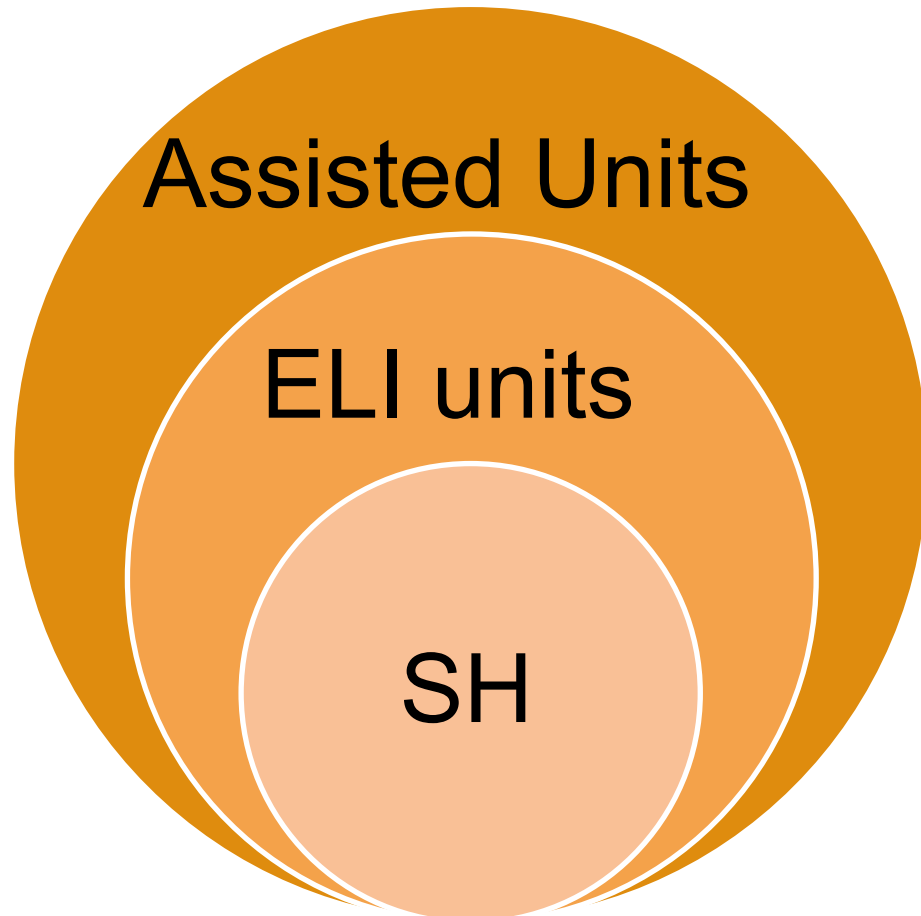
- Joe Serna, Jr. Farmworker Housing Grant Program (Serna) / (FWHG)
  - Sponsor must be a non-profit
    - Independent from any direction of, or control by, a for-profit entity
    - At least 25% restricted to Agricultural Households
    - At least 10% at 30% AMI restricted to Agricultural Workers





# VHHP Threshold Requirements

Veterans Housing and Homelessness Prevention Program (VHHP) Occupancy Requirements:



- Must Restrict the greater of 25 percent of total Units in the Project or 10 Units to VHHP Assisted Units,
- At least 50% of those Assisted Units to Extremely Low Income (ELI) veterans, and
- 60% of the ELI Assisted Units shall be Supportive Housing (SH)



# Complete Application

## Application Document Checklist

### Instructions for Application submission:

The following is a FULL list of ALL possible items that may be necessary to upload to HCD portal. Use the electronic file name descriptions below for the electronic submission via HCD portal. Application materials, Application workbook, and supporting documentation be submitted no later than **4:00 p.m. Pacific Daylight Time on April 15, 2025.**

Green checkmark = must upload to portal.

X mark = not applicable, but applicant must double verify.

Select the X mark to see in the formula bar the place in the application the upload is requested.

Electronic File Name	Document Description	Included?
01. Document Checklist	Document Checklist.	✓
02. Application	Super NOFA Excel Application.	✓

### From "Project Overview" Sheet/tab

04. Urban Area	Provide documentation of location in an Urbanized Area.	X
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## New to MHP in 2025

### Tools to increase funding for project operations and supportive services:

- Capitalized Operating Subsidy Reserves (COSRs) in the form of a grant, held by HCD
- Reserves for Supportive Services in the form of a grant, held by borrower
- Fall 2024 increase in HCD's limits/caps of supportive services paid for through the project budget
- Loan limit incentives (in NOFA) for projects that partner with Medi-Cal funded supportive service providers in specified Medi-Cal programs:
  - Designate units for homeless households as defined in MHP Section 7310.1
  - On-site supportive services space



## MHP COSR

### Guidelines Section 7304.1

- Must also request & rank high enough to receive MHP capital funding
- MHP special needs projects,  $\leq 30\%$  AMI units
- \$195,000 per unit and \$10 million per project maximums
- COSR is sized for a 20-year term, the amount needed to bring total project's operating deficit to zero + fund partnership & asset management fees



## MHP COSR

### How the MFSN application sizes the COSR

- Operating funding source, not a development funding source
  - Most operating expenses attributable to the COSR-assisted units are eligible to be paid from the COSR. See 7304.1(t) for ineligible items.
- MFSN application will size the COSR based on inputs in: Project Overview, Unit Mix, Operating Budget
- COSR size is shown in: Cash Flow and Max Loan/Grant Amounts



# MHP COSR

## How the MFSN application sizes the COSR

### Project Overview

132

133

Is Sponsor/Applicant applying for MHP COSR? TRUE At Cash Flow sheet, starting with row 90, complete/review COSR calculation.  
MHP §7304.1. Capitalized Operating Subsidy Reserves ("COSRs").

Next Steps include completing the Unit Mix and Operating Budget to ensure accurate cash flow analysis. As you work toward fully completing the entire application, keep checking the Cash Flow and Max Loan & Grant tabs for COSR amount updates.

### Cash Flow

64	CASH FLOW after all debt service		Year 1	Year 2	Year 3	Year 4	Year 5
65			(131,361)	(130,408)	(129,865)	(129,759)	(130,116)
66	MHP COSR	\$4,214,464	172,249	172,727	173,665	175,092	177,035
67	MHP COSR running available balance		4,042,215	3,869,489	3,695,823	3,520,731	3,343,696
68	CASH FLOW for allowable fee pursuant to Section 7313(a)(2)(A)		40,888	42,319	43,800	45,333	46,919
69							
70							
71	DEBT SERVICE COVERAGE RATIO		0.00	0.00	0.00	0.00	0.00



# MHP COSR

## How the MFSN application sizes the COSR

### Max Loan and Grant

43	§7304.1(h)1-4) Lesser of	
44	1. COSR per unit subsidy limit	\$6,825,000
45	2. The amount necessary to bring to zero the operating deficit attributable to the COSR Assisted Units	\$5,591,123
46	3. The amount necessary to ensure that the total Project cash flow after all Operating Expenses, mandatory debt service, and required reserve deposits does not exceed the amount necessary to pay fees under 7313(a)(2)(A)	\$4,214,464
47	4. Lesser Amount requested by the Applicant	\$0
48	<b>Maximum MHP COSR - Grant Amount</b>	<b>\$4,214,464</b>



## MHP COSR

COSR is held by HCD and disbursed as described in 7304.1(o) – (s)

- Initial COSR draw can be disbursed following permanent loan closing to cover up to 14% of expenses in a 24-month period (2 x 7% each year)
- After the initial disbursement, all other COSR disbursements are made on a reimbursement-only basis following receipt of a bifurcated audit, and generally limited to 5% per year





# MHP Supportive Services Reserve

## Guidelines Section 7313(f)

- For Supportive Housing, a reserve may be established to pay for resident services coordination and on-site case management costs when there are revenue shortfalls. Withdrawals require HCD approval.
- Supportive Housing: housing with no limit on length of stay, that is occupied by the target population, and that is linked to onsite or offsite services that assist the Supportive Housing resident in retaining the housing, improving their health status, and maximizing their ability to live and, when possible, work in the community.
- Target population = special needs units restricted by HCD or another public entity.



# MHP Supportive Services Reserve

## Guidelines Section 7313(f)

- This reserve may be funded through project cash flow or through development sources, or a combination of the two.
  - MHP COSR funds cannot be used to fund deposits to the Supportive Services Reserve.
- The maximum balance cannot exceed three times the per-unit per-year limits specified in [Notice of Omnibus Program Guideline Amendments Supportive Services Costs Limits](#).



# MHP Supportive Services Reserve

## How the MFSN application sizes the reserve

- The application must sufficiently demonstrate units are designated (assisted/restricted) for Supportive Housing and include all required documents. The application inputs demonstrate this through: Project Overview, Unit Mix, Supportive Services Plan, Supportive Housing Experience, etc.
- The reserve is sized based on inputs in: Unit Mix, Operating Budget. Depending on the scenario, inputs also include: Development Budget, Development Sources, Cash Flow.
- If the reserve is funded as a development source, the reserve is shown in: Development Budget, Development Sources, and potentially Cash Flow. If the reserve is funded from project cash flow, it is shown only in Cash Flow.
- Use the Supportive Services Costs tab to check the Supportive Services Reserve limit.
- If requesting Supportive Services Reserve funds as a capitalized development funding source, the application must also request & rank high enough to receive MHP capital funding.



## Notice of Omnibus Program Guideline Amendments Supportive Services Costs Limits

Effective October 2024	Supportive Housing for Homeless and Special Needs Households	Other Populations with Minimum Staffing & Outcome Tracking Requirements	Other Projects with Supportive Services
Per unit limits applicable to most DSFA programs	\$10,000	\$4,000	\$326*

\* \$963 for VHHP

Per-unit limits with an annual 3.5% escalator, subject to available operating cash flow



# MHP Supportive Services Reserve

## How Supportive Services Reserve functions in the application

### Unit Mix

UNIT MIX BY HCD PROGRAM(S)															
Units			Assisted Units			MHP Population Type - Assisted Units				Other Population Type			Other Restricted		
			100.0%	99.2%	COSR	38.46%				0.00%	0.00%	0.00%	0.00%	0.00%	99%
273		131	131	130	0	50	10	0	15	0	0	0	0	0	130
Number of Bedrooms	Restricted Income Level	Total Units	IIG Rental Units	MHP Assisted	MHP COSR Units?	Special Needs?	Chronic Homelessness	Disability Homelessness	Other Homelessness	At Risk of Homelessness	Senior Housing	Agricultural Households	Other Restricted	Other Special Needs	Total restricted units
1	50%	1	1	1		No									1
1	40%	4	4	4		No									4
1	30%	10	10	10		Yes	10								10
1	30%	15	15	15		No									15
2	50%	10	10	10		No									10
2	40%	15	15	15		Yes									15
2	30%	10	10	10		No									10
2	30%	25	25	25		Yes			15						25
3	50%	20	20	20		No									20
3	40%	8	8	8		No									8
3	30%	6	6	6		No									6
3	30%	6	6	6		No									6
3	Manager	1	1	1		No									



# MHP Supportive Services Reserve

## How Supportive Services Reserve functions in the application

### Supportive Services Costs

a. Supportive Services Units:	Total number units:	131	Certification Year - select budget reporting period year:	2025	Total Units	Max PUPY Expense	Max Costs
(1) Total number of units: (A) for supportive housing restricted to individuals or families experiencing chronic homelessness or homelessness, as defined consistent with Health and Safety Code (HSC) §50675.14 <sup>1</sup> ; and (B) for supportive housing units restricted to occupancy by special needs populations under HCD programs subject to Administrative Notice 24-05 ("Special needs population" has the same meaning as set forth in individual program guidelines); units anticipated to be restricted to individuals or families experiencing chronic homelessness as defined consistent with HSC §50675.14.					50	\$10,000	\$500,000
(2) Total number of other units <sup>2</sup> where the Sponsor, their affiliate, or a service provider under contract to provide Supportive Services at the Project has both: (A) qualified staff devoted exclusively to oversight and quality control of resident services in affordable housing, including the Project; and (B) a system to track and report on tenant outcomes, such as changes in employment status and income. Do not include units counted in category (1) above.						\$4,000	\$0
(3) Except as noted below for the VHHP program, total number of units where the Sponsor, their affiliate, or a service provider under contract does not satisfy the requirements set forth in subsection (2) above <sup>3</sup> . Do not include units counted in categories (1) and (2) above.						\$326	\$0
(4) Maximum Supportive Services Costs					50		\$500,000

x 3



# MHP Supportive Services Reserve

How the MFSN application sizes the reserve:

## MHP Supportive Services Reserve funded as a grant

### Project Overview

134  
135

§7313(f) Sponsors may establish a Supportive Services Reserve to cover unexpected shortfalls in revenues to pay for resident services coordination and on-site case management costs. This reserve may be funded through project cash flow available after funding Operating Expenses and other required reserves, or through development sources. The maximum balance shall not exceed three times the per-Unit, per-year limits.

Will the Sponsor(s) be requesting a Supportive Services Reserve to cover unexpected shortfalls in revenues to pay for resident services coordination and on-site case management costs.

Yes

### Development Sources

	Committed?	Source Name	Source Type	Lien No.	Residential Amount	Commercial Amount	Total Amount
Permanent							
Permanent	Yes	Private Loan	Private	1	\$7,000,000		\$7,000,000
Permanent	Yes	Infill Infrastructure Grant Program (IIG) - Grant	State-HCD		\$2,950,000		\$2,950,000
Permanent	Yes	Multifamily Housing Program (MHP) - Loan	State-HCD	2	\$21,045,000		\$21,045,000
Permanent	Yes	Supportive Services Reserve (MHP) - Grant	State-HCD	2	\$1,000,000		\$1,000,000



# MHP Supportive Services Reserve

How the MFSN application sizes the reserve:

MHP Supportive Services Reserve funded as a grant

## Development Budget (Sources and Uses)

Residential Budget				Eligible Basis		Permanent Sources of Funds			
Grand Totals		\$66,845,000	\$0	\$60,695,000	\$0	\$7,000,000	\$2,950,000	\$21,045,000	\$1,000,000
USES OF FUNDS		Total Project Costs - Residential Cost/Sources	Total Project Costs - Commercial Cost/Sources	70% PVC for New Const/Rehab	30% PVC for Acquisition	Private Loan	Infill Infrastructure Grant Program (IIG) - Grant	Multifamily Housing Program (MHP) - Loan	Supportive Services Reserve (MHP) - Grant
RESERVES	UMR Required Operating Reserve	\$400,000	\$0						
	Replacement Reserve	\$0	\$0						
	Transition Reserve	\$0	\$0						
	Rent Reserve	\$0	\$0						
	MHP Funded Supportive Services Reserve	\$1,000,000	\$0						\$1,000,000
	MHP COSR Transition Reserve	\$0	\$0						
	Other: (Specify)	\$0	\$0						
		\$1,400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000





# Partnering with Medi-Cal Supportive Service Providers

## Guidelines Section 7310.1

- Facilitates partnership with DHCS, requires partnering with service providers who will serve households experiencing homelessness under one or more of the following:
  - [Program of All-inclusive Care for the Elderly \(PACE\)](#)
  - [Assisted Living Waiver \(ALW\)](#)
  - [Home and Community-Based Alternatives \(HCBA\) Waiver](#)



# Partnering with Medi-Cal Supportive Service Providers

## Guidelines Section 7310.1(c)

- Provides for increased loan limits for units and also for on-site supportive services space for households experiencing homelessness as defined in 7310.1(a)
  - ❖ Housing for homeless households (including those exiting institutional settings) eligible for Medi-Cal services: increases loan limit by \$25,000 per unit
  - ❖ Onsite supportive services space provided by Medi-Cal service providers to provide qualifying services: up to an additional \$100,000 per project



# Partnering with Medi-Cal Supportive Service Providers

## What's required?

- Designate at least 20% of total units for households experiencing homelessness and are eligible for one of the three Medi-Cal programs (ALW, HCBA, PACE). Projects >100 units, 50% maximum.
- Accept referrals from Coordinated Entry System (CES)
- Written agreement of at least 5 years with an ALW, HCBA, or PACE service provider. For application stage, letter of intent is sufficient. Templates available here: [MFSN Program Forms](#)
  - Tenant referral process, provision of services, coordination with property management, compliance with Housing First
- Ensure services are available either on site or off site through the term of the MHP loan



# **VHHP Supportive Services Plan Threshold Requirements**





# Supportive Services Plan VHHP Threshold Requirements

**Supportive Services Plan (SSP) that passes VHHP threshold will provide clear and comprehensive detail:**

Tenant screening/selection – Housing First	Supportive Services safety/security and engagement
Service delivery model practices	Adequacy of staffing chart & services budget
Supportive Services provided to veteran tenants	Services collaboration, measurable outcomes & plan for evaluation
Supportive Services coordination	Required supporting documentation



# Supportive Services Plan

## Required Supporting Documentation

- Supporting items required at application:
  - Formal agreement between Sponsor and Lead Service Provider (comprehensive and consistent with the SSP and other supporting documentation)
  - Commitment letters from direct providers of Minimum Services (and Enhanced Services if available at the time of application)
  - Job description of all staff positions that includes education/experience required and veteran-oriented case management activities consistent with the SSP
  - U.S. Department of Veterans Affairs Support Form signed by appropriate executive leadership at local VA healthcare system
  - Executed public agency contracts for Lead Service Provider eligibility
    - Documentation showing relevant reporting to public contracting agency



# Disabled Veterans Business Enterprises

- Entities certified as DVBE shall receive an amount at least equal to 5% of total construction costs for work performed or supplies provided
  - DVBE Plan Administrator (with application)
  - DVBE Utilization Plan description (with application)
    - Bid Solicitation, working with CalVet
  - DVBE Pre-Construction Report is due prior to construction loan closing
  - DVBE Post-Construction Report is due before permanent loan closing
- Sponsors shall make good faith efforts to hire veterans for development, construction, and related jobs associated with the Project
  - Hiring Plan description (with application)
  - Employer Resource Guide (available on request)





**Ten**  
**minute**  
**break**





# Rating and Ranking Universal Scoring Criteria





# Universal Scoring Criteria

Scoring Categories	Points
Serving Lowest Income Levels	30
State Policy Priorities	18
Project Sponsor and Property Management Experience	20
Project Readiness	17
Adaptive Reuse/Infill/Proximity to Amenities	10
Cost Containment	5
<b>Universal Total</b>	<b>100</b>



# Scoring Criteria

## Serving Lowest Income Levels

- Serving Lowest Income Levels (30 points maximum)
  - Percent of Restricted Units at 20-50% AMI (55% for Rural)
  - Minimum 10 percent at 30% AMI spread across bedroom sizes

Points Available to Rural Area projects only.	% AMI	55%		50%		45%		40%		35%		30%		25%		20% and below		Total Points
	% of Units	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	
	50%	5.00		12.50		16.90		17.50		18.75		30.00	30.00	30.00		30.00		
	45%	5.00		11.25		16.90		17.50		18.75		30.00		30.00		30.00		
	40%	5.00		10.00		15.00		17.50		18.75		27.50		30.00		30.00		
	35%	4.40		8.75		13.15		17.50		18.75		25.00		27.50		30.00		
	30%	3.75		7.50		11.25		15.00		18.75		22.50		25.00		30.00		
	25%	3.15		6.25		9.40		12.50		15.65		18.75		21.90		25.00		
	20%	2.50		5.00		7.50		10.00		12.50		15.00		17.50		20.00		
	15%	1.90		3.75		5.65		7.50		9.40		11.25		13.10		15.00		
	10%	1.25		2.50		3.75		5.00		6.25		7.50		8.75		10.00	10.00	



# Scoring Criteria

## State Policy Priorities

- State Policy Priorities (18 points maximum)
  - High or Highest Resource Area sites (5 points)
  - Total percentage of MFSN funded units serving Special Needs Populations & Agricultural Households (10 points maximum)

Special Needs, Agricultural Households	
Total percent of Super NOFA Funded Units	Points
25%+	10 points
16% - 24.99%	9 points
10% - 15.99%	8 points



## Scoring Criteria State Policy Priorities

- Three (3) points will be awarded for a Rental Housing Development which is to be developed on excess land disposed of in accordance with Executive Order N-06-19 OR
- Up to three (3) points for surplus or exempt surplus land owned by a local agency and for state-owned land acquired through means other than [Executive Order N-06-19](#).



# Scoring Criteria

## Sponsor/Applicant Experience

- Project Sponsor/Applicant and Property Management Experience (20 points maximum)
  - Development and Ownership Experience (15 points maximum)
  - Property Management Company Experience (5 points maximum)



# Scoring Criteria

## Sponsor/Applicant Experience

- Development and Ownership Experience (15 points maximum)
- For IIG funds only Applicant experience is evaluated

5 Projects in service >3 years	3-4 Projects in service >3 years
15 points	10 points
Each of these projects must have a minimum of 11 affordable units subject to recorded regulatory agreement	
Including 1 project in service >5 years	
Including 2 HCD and/or TCAC projects	



# Scoring Criteria

## Property Management Experience

- Property management experience (5 points maximum)

11 or more projects managed over 3 years	6-10 projects managed over 3 years
5 points	3 points
Each of these projects must have a minimum of 11 affordable units subject to recorded regulatory agreement	
Including 2 HCD and/or TCAC projects	
Executed property management agreement required	





# Scoring Criteria Project Readiness

- Project Readiness (17 points maximum, negative 5 points maximum)
  - Financing commitments (10 points maximum)
  - Local and Environmental approvals (7 points maximum)
    - Flexibility for Disaster Areas as stated in the Super NOFA
  - TCAC Hybrid project (Negative 5 points)



# Scoring Criteria

## Project Readiness

Project Readiness (17 points maximum, negative 5 points maximum)

- Readiness financing commitments (10 points maximum)

### Enforceable Funding Commitments (EFC) for:

Construction Financing

Permanent Financing

5 points

5 points

Commitments exclude CDLAC bond allocation, 4% or 9% tax credits

Commitment of bond financing must be evidenced by a lender commitment for 4% projects



# Scoring Criteria Project Readiness

- Readiness land use approvals (7 points maximum)
  - Land use approvals (5 points maximum)
    - Streamlined Ministerial Approval
  - Environmental Approvals (2 points maximum)
    - Local certification of CEQA (California Environmental Quality Act) exemption or completion.
  - TCAC Hybrid project (Negative 5 points)



# Scoring Criteria

## Adaptive Reuse / Infill / Proximity to Amenities

- Infill development and Net Density (5 points)
  - Including adaptive reuse of a vacant and underutilized non-residential building
- Proximity to amenities (5 points maximum)



# Scoring Criteria

## Proximity to Amenities

- Proximity to amenities (5 points maximum)
  - Projects will receive 1/3 point per site amenity point that would be awarded under TCAC Regulations Section 10325(c)(4)(A)
  - Applicant must submit amenities list and a Project area map

Service Amenities	Address	Distance from Project	TCAC Points
Senior Services Center	730 E Fulton St Stockton, CA 95204	0.01 miles	3
Oak Park	3545 Alvarado Ave, Stockton, CA 95204	0.01 miles	3
Transit: SJRTD bus stop	517 Fulton WB, Sacramento, CA 95204	0.03 miles	7
Calmont Pharmacy	2800 N California St #9, Stockton,	0.05 miles	2
Grocery: Alpine Market	2850 N California St, Stockton, CA 95204	0.04 Miles	5
Transit: Bus Station	El Dorado & Alpine NB	0.06 miles	7
Cleveland Elementary	20 E Fulton St, Stockton, CA 95204	0.20 miles	3



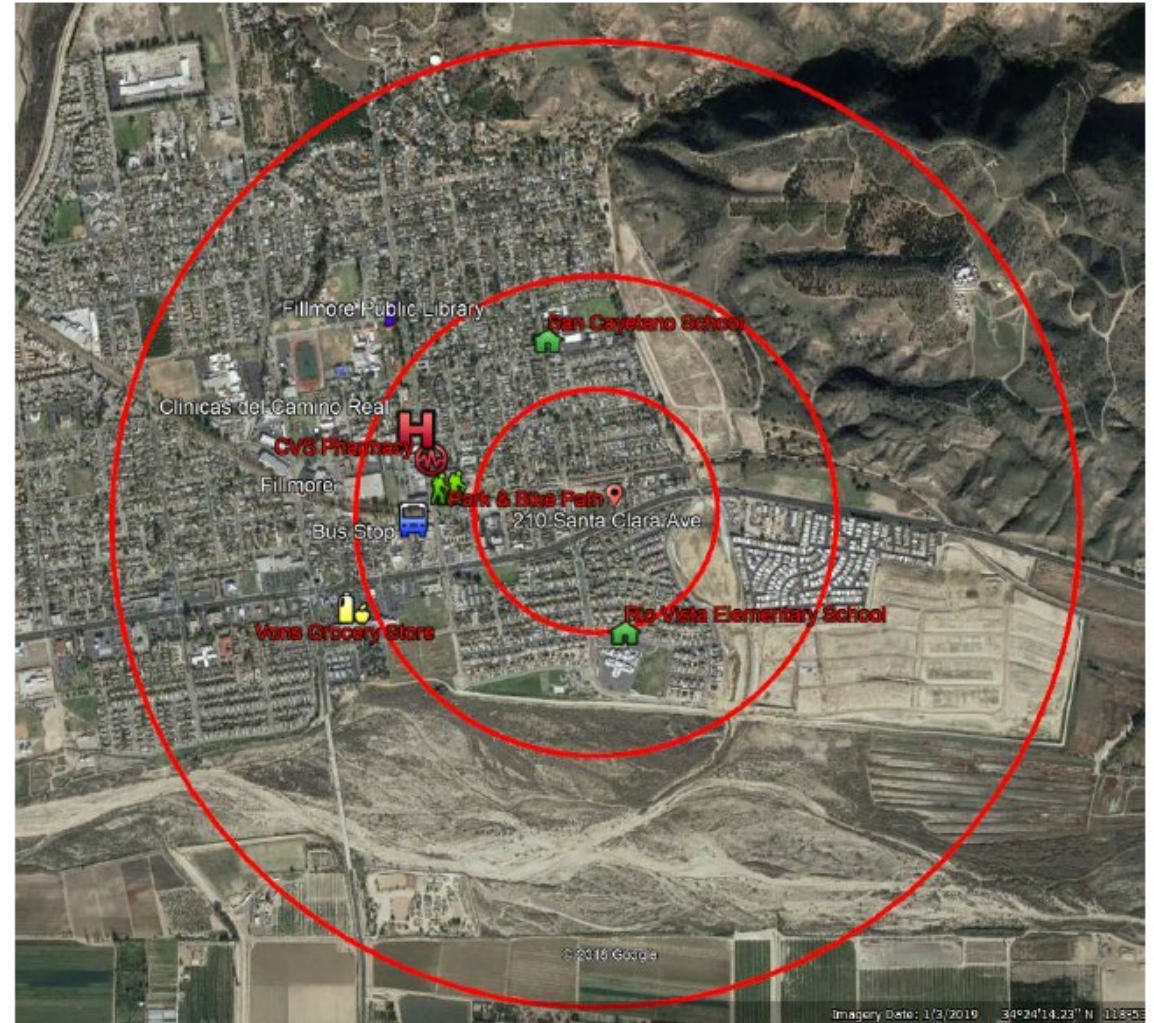


# Scoring Criteria

## Example: Amenities Map

Quarter, Half & 1 Mile Radius

- Include information such as:
  - Amenity type
  - Proximity to project
  - Radius circles showing distance from project





# Scoring Criteria

## Cost Containment

- Cost Containment (5 points maximum)
  - Compares project total development cost to the county average, adjusting for unit size, AMI targeting

---

Total Eligible Basis per the Development Budget

Adjusted Threshold Basis Limit

---



# Scoring Criteria

## Negative Points

- Contact the Asset Management & Compliance Branch to ensure compliance **before** submitting application
  - [Complianceverification@hcd.ca.gov](mailto:Complianceverification@hcd.ca.gov)
- HCD will notify the Sponsor/Applicant in writing in the initial point score letter
  - Please refer to the [Super NOFA](#) document for the appeals process
- An application will be assessed negative points based on performance penalties assessed pursuant to the Department's Negative Points Policy
  - For complete information see:
    - [Negative Points Policy](#)





# Scoring Criteria Tiebreaker

- Tiebreaker three factors:
  - Lowest weighted Average Affordability (CDLAC-aligned)
    - Units adjusted by bedroom size
    - 30% AMI floor for units with PBV, 40% AMI floor for all other units
  - Leverage of other funds
    - Amount of permanent funds other than MFSN
    - Local public land donations (private land donation values excluded)
  - Additional Cost Containment (CDLAC-aligned)
    - Balanced approach

# Feasibility





# What is Feasibility?

- Feasibility is our process of underwriting your project and reviewing it for conformity to the Uniform Multifamily Regulations (UMR's).
- [Super NOFA | California Department of Housing and Community Development](#)
- [Uniform-Multifamily-Regulations-2017.pdf](#)



## What is reviewed?

- Loan Amount
- Tax Credits
- Project Type
- Funding sources
- Mortgage Loan Payments
- Sandwich Investors
- Ultimate Site Control
- Preliminary Title Report
- Land Donations
- Rent/Utility Allowances
- Market Study
- Environmental Reports
- Relocation
- Budget
- Commercial Space
- Reserves



## What has changed?

- Article XXXIV does not apply
- Major Transit Stops
- IIG – Eliminate onsite residential structured parking
- NOFA includes IIG 2007 and IIG 2019 funds
- Organization documentation review is moved to feasibility.
- Standard Agreement now has an execution deadline.
- Total development costs are aligned with TCAC.



# Total Development Cost

- Total Development Cost must match:
  - Development Budget
  - Permanent Funding Sources
- High-Cost Verification
  - If exceeds 160% explanation is required
  - May result in disqualification



# Development Budget

- Contractor Overhead/Profit/General Requirements
  - Not to exceed 14% of site work and structures (excluding general liability insurance)
- Hard-Cost Contingencies
  - Rental New Construction minimum of 5%
  - Rehabilitation minimum of 10%



# Development Budget

- The following line items must be included in the Development Budget as separate costs:
  - Prevailing wages
  - Accounting
  - Misc. Items

Comments and explanation of basis changes or other general comments:

--	--





# Development Budget

- “Other” costs specified

Other: **(Specify)**

- Other costs must be specified on the application
- Anytime an “Other” cost is added, remove “(Specify)” in parentheses and identify the cost.

Other: Legal for Perm	\$10,000
Other: Lender Costs	\$50,000
Other: <b>(Specify)</b>	\$0



**The following slides are applicable for Loans. Some slides may not be applicable to Grants.**



# Development Budget Operating Reserve

## Operating Reserve Calculator

1	Total Operating Expenses Excluding On-Site Service Coordinator Salaries. <i>Operating Budget Cell (E110) minus Operating Budget Cell (E104)</i>				TAX CREDIT Project 3 Month Reserve Required	NON-TAX CREDIT Project 4 Month Reserve Required
	(a) Total Operating Expenses:	\$751,555	Amount subject to reserve calculation: <i>(a - b)</i>	\$681,555	<b>\$170,389</b>	<b>\$227,185</b>
	(b) Minus: On-Site Service Coordinator Salaries:	\$70,000				
2	Replacement Reserve amount from above: <i>(Cell AJ10)</i>			\$40,000	<b>\$10,000</b>	<b>\$13,333</b>
3	Debt Service (including all HCD 0.42% Fees and Bond Issuer Fee)					
	Name of Lender <i>Operating Budget cells (D125 to D137)</i>			Annual Debt Service Amount	TAX CREDIT Project 3 Month Reserve Required	NON-TAX CREDIT Project 4 Month Reserve Required
	1st Mortgage Debt Service (Specify)			\$444,414	\$111,104	\$148,138
	2nd Mortgage Debt Service (Specify)			\$0	\$0	\$0
	3rd Mortgage Debt Service (Specify)			\$0	\$0	\$0
	HHC .42% Fee			\$0	\$0	\$0
	MHP .42% Fee			\$78,620	\$19,655	\$26,207
	TOD .42% Fee			\$0	\$0	\$0
	VHHP .42% Fee			\$0	\$0	\$0
	Other HCD .42% (Specify)			\$0	\$0	\$0
	Other HCD .42% (Specify)			\$0	\$0	\$0
	Bond Issuer Fee			\$4,000	\$1,000	\$1,333
	Miscellaneous Financial Expenses (Specify)			\$0	\$0	\$0
Other (Specify)				\$0	\$0	
Totals			\$527,034	<b>\$131,759</b>	<b>\$175,678</b>	
UMR Required Operating Reserve Amount:					<b>\$312,147</b>	<b>\$416,196</b>



# Development Budget

- Other funding sources which require a higher reserve amount than the Department must be explained in the Comment section

RESERVES	UMR Required Operating Reserve	\$660,809	\$0
	Replacement Reserve	\$144,000	\$0
	Transition Reserve	\$118,080	\$0
	Rent Reserve	\$0	\$0
	MHP Funded Supportive Services Reserve	\$0	\$0
	MHP COSR Transition Reserve	\$0	\$0
	Other: (Specify)	\$0	\$0

Comments and explanation of basis changes or other general comments:  
Operating Reserves- 6 months required by lender



# Development Budget

- Pooled Transition Reserve Fund
  - Projects with project-based rental assistance from federal sources shall pay a one-time Transition Reserve Fee at permanent loan closing which is deposited to the Pooled Transition Reserve Fund.
  - Projects that contributed to the Pooled Transition Reserve Fund whose qualifying subsidy is terminated or exhausted and not renewed may withdraw and use funds from the Fund, subject to the conditions described in [MHP Guidelines, Section 7312.1](#).
- Exception to Pooled Transition Reserve Fund
  - Projects with operating subsidy from the City and County of San Francisco's Local Operating Subsidy Program (LOSP) may opt out of the Pooled Transition Reserve Fund



# Development Budget

- Pooled Transition Reserve Fund
  - A one-time Transition Reserve Fee
  - Projects where the assistance is structured as an annual subsidy, the fee is 15 percent (15%) of the first-year maximum subsidy amount.
  - For projects where the assistance is structured as a total subsidy to be apportioned over a number of years, the fee is 15 percent (15%) of one year's worth of the total operating subsidy.
- Transition Reserve Fee *may* be Waived



# Operating Budget

- The Department will review the Operating Budget to verify the following information is complete:
  - Employee Information
  - Bookkeeping/Accounting Services
  - 0.42% annual mandatory debt service for **all** HCD loans
  - Annual Bond Issuer Fee
  - Mandatory Debt Service

# Operating Budget

## EMPLOYEE INFORMATION

No.	FTE	Employee Job Title	Wages	Free Rent	Comments
1	1.00	On-Site Manager(s)	\$62,266	\$0	
1	0.32	On-Site Assistant Manager(s)	\$42,432	\$0	
		Supportive Services Staff Supervisor(s)	\$0		
		Supportive Services Coordinator, On-Site	\$0		
		Other Supportive Services Staff (inc. Case Manager)	\$0		
2	2.00	On-Site Maintenance Employee(s)	\$96,858	\$0	
		On-Site Leasing Agent/Administrative Employee(s)	\$0	\$0	
		On-Site Security Employee(s)	\$0	\$0	
		Other (Specify)	\$0	\$0	
		Other (Specify)	\$0	\$0	
Acct. No.		<b>Total Salaries and Value of Free Rent Units</b>	\$201,556	\$0	
6711		Payroll Taxes	\$18,042		
6722		Workers Compensation	\$9,237		
6723		Employee Benefits	\$36,058		
		<b>Employee(s) Payroll Taxes, Workers Comp. &amp; Benefits</b>	\$63,337		
		<b>Total Employee(s) Expenses</b>	\$264,893		

## EMPLOYEE UNITS

Income Limit	Job Title(s) of Employee(s) Living On-Site	Bedrooms	SF	Comments
None	On-Site Manager(s)	2	710	
Total Square Footage			710	

## Important





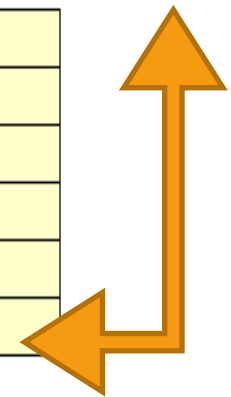
# Operating Budget

## Supportive Services Calculator:

b. Budgeted Supportive Services Costs			Max Allowable Amt
(1)	Staff Supervisor(s) Salaries - <i>may not exceed 15% of on-site staff salaries*</i> (b)(1)	\$0	<==== \$11,498
(2)	On-Site Services Coordinator Salaries	\$70,000	
(3)	On-Site other Supportive Services Staff Salaries	\$6,650	
(4)	Other Supportive Services Costs: (Specify)	\$8,500	
(5)	Other Supportive Services Costs: (Specify)	\$18,433	
(6)	Supportive Services Administrative Overhead - <i>may not exceed 15% of Total Supportive Services Costs*</i> (b)(2)	\$14,717	<==== \$17,745
(7)	<b>Total Budgeted Supportive Services Costs</b>	<b>\$118,300</b>	<==== <b>\$466,326</b>

## Operating Budget:

	Supportive Services Costs	Residential	Commercial	Comments
6990	Staff Supervisor(s) Salaries - from above	\$0	\$0	
6990	Services Coordinator Salaries, On-Site - from above	\$70,000	\$0	
6990	Other Supportive Services Staff Salaries - from above	\$6,650	\$0	
6990	Supportive Services Admin Overhead	\$14,717	\$0	
6990	Other Supportive Services Costs: (Specify)	\$8,500	\$0	
6990	Other Supportive Services Costs: (Specify)	\$18,433	\$0	
6900T	<b>Total Supportive Services Costs</b>	<b>\$118,300</b>	<b>\$0</b>	





# Operating Budget

## Supportive Services Plan:

Income Source/Program Name	Amount	Type	Status	% of Total Budget
Project Operations	\$40,000	Cash	Committed	100.00%
				0.00%
				0.00%
				0.00%
Total Revenue:	\$40,000			100.00%

## Operating Budget:

Supportive Services Costs		Residential	Commercial
6990	Staff Supervisor(s) Salaries - from above	\$0	\$0
6990	Services Coordinator Salaries, On-Site - from above	\$35,000	\$0
6990	Other Supportive Services Staff Salaries - from above	\$0	\$0
6990	Supportive Services Admin Overhead	\$5,000	\$0
6990	Other Supportive Services Costs: ( <b>Specify</b> )	\$0	\$0
6990	Other Supportive Services Costs: ( <b>Specify</b> )	\$0	\$0
6900T	Total Supportive Services Costs	\$40,000	\$0



# Operating Budget

- For other types of Operating Reserve, include documentation or a letter of explanation which includes the following:

- The purpose of the Reserve
- The source and amount of the funding
- The terms for disbursement

## Examples of other types of Operating Reserves, include but are not limited to:

Capitalized Operating Subsidy Reserve	(COSR)
Capitalized Operating Deficit Reserve	(CODR)
Local Operating Subsidy Program	(LOSP)



# Operating Budget

- Replacement Reserves

New Construction the lesser of:	Rehabilitation:
0.6% of estimated construction costs	Initially \$500 per unit
\$500 per unit	



# Operating Expenses

- Finance Expenses
  - Mandatory Debt
    - Amortized Loans
      - Balloon payments are not allowed on Senior debt
    - Annual debt service
    - Bond Issuer Fees
  - Multiple Fees Limit
    - Not to exceed \$40,888 (2025) [MHP Guidelines 7313. Use of Operating Income](#)



# Cash Flow Analysis

## Cash Flow Analysis

INCOME FROM RENTAL UNITS	Inflation	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9
Restricted Unit Rents	2.5%	1,057,812	1,084,257	1,111,364	1,139,148	1,167,627	1,196,817	1,226,738	1,257,406	1,288,841
Proposed Unit Rents	2.5%	0	0	0	0	0	0	0	0	0
Unrestricted Units	2.5%	0	0	0	0	0	0	0	0	0
Tenant Assistance Payments	2.5%	0	0	0	0	0	0	0	0	0
PBV	2.5%	446,840	458,011	469,461	481,198	493,228	505,558	518,197	531,152	544,431
	2.5%	0	0	0	0	0	0	0	0	0
Operating Subsidies	2.0%	0	0	0	0	0	0	0	0	0
Other: (Specify)	2.5%	20,967	12,906	4,838	0	0	0	0	0	0
Other: (Specify)	2.5%	0	0	0	0	0	0	0	0	0
GROSS POTENTIAL INCOME - HOUSING		1,525,619	1,555,174	1,585,663	1,620,346	1,660,854	1,702,376	1,744,935	1,788,558	1,833,272

- Application will be underwritten to Restricted Rents



## 15/20 Year Cash-Flow

- Debt Service Coverage Ratio (DSCR)
  - Not less than 1.10 or no greater than 1.20
- Residual Receipts and Sponsor Distributions
  - 50% to Sponsor
  - 50% to Department
    - The Department may share with other public entity lenders Residual Receipts on a pro rata basis.

# Application Submittal







# Application Submittal

- Super NOFA Application Portal, through Service Now
  - Link is on the Super NOFA Website



[https://calhcd.service-now.com/csp?id=csp\\_registration](https://calhcd.service-now.com/csp?id=csp_registration)

- Returning users will use there log in
- First time users will need to register

Sign In To Access All HCD Services

Log in

Forgot Password ?

Create Account

Sign Up

\* Indicates required fields

\* Email Address (This will be your username)

\* First Name

\* Last Name

Phone Number (Optional)

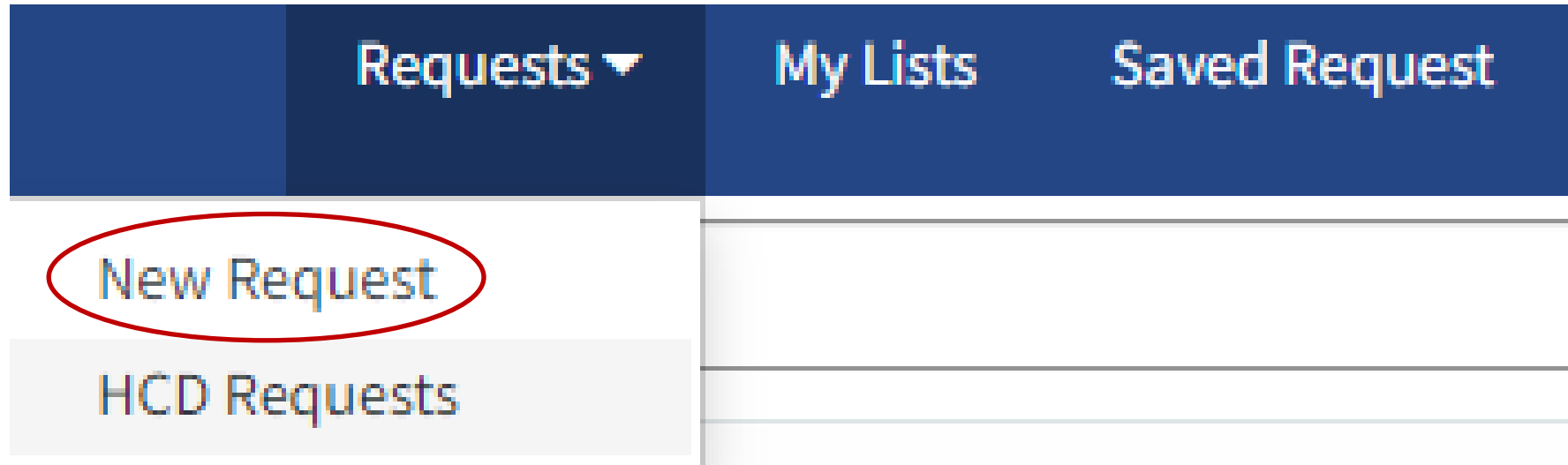
\* Password

\* Confirm Password



# Application Submittal

- Once logged into Service Now, select Requests
- Then choose “New Request” from the dropdown menu.





# Application Submittal

Select “Multifamily Finance Super NOFA (MFSN)” in the Filter by Category section.

Filter by Category

- Audit Confirmation Requests (ACR)
- Local Housing Trust Fund Program (LHTF)
- Multifamily Finance Super NOFA (MFSN)**
- PLHA
- Accessory Dwelling Unit (ADU)
- Affordable Housing and Sustainable Communities Program (AHSC)
- Housing Accountability & Enforcement (HAU)
- PRP
- Surplus Land
- HCD Speaker Requests

## Multifamily Finance Super NOFA (MFSN)

Multifamily Finance Super NOFA (MFSN) Portal

**New Request**



# Application Submittal

- All fields that include a red asterisk\* are required fields. The user will be unable to proceed until all fields are complete.

## Multifamily Finance Super NOFA (MFSN) Portal

### Applicant/Sponsor 1

\* Name

\* Contact Name

\* Contact Email Address

\* Contact Phone

### Co-Applicant/Sponsor

Applicants

### Programs

\* Multifamily Housing Program (MHP)?

MHP Funds Requested - \$

\* Infill Infrastructure Grant (IIG) Program?

IIG Funds Requested - \$

\* Veterans Housing and Homelessness Prevention (VHHP) Program?

VHHP Funds Requested - \$

\* Joe Serna, Jr. Farmworker Housing Grant (FWHG) Program?

FWHG Funds Requested - \$

Total Funds Requested - \$



# Application Submittal

Select "yes" for all programs that will be included in the Project.  
Select "no" for all programs that are not included in the project.

## Programs

\* Multifamily Housing Program (MHP)?

Yes

\* Infill Infrastructure Grant (IIG) Program?

Yes

\* Veterans Housing and Homelessness Prevention (VHHP) Program?

No

\* Joe Serna, Jr. Farmworker Housing Grant (FWHG) Program?

No

\* MHP Project Type (if applicable)

- ☐ At High Risk
- ☐ Farmworker
- ☐ Large Family
- ☐ Senior
- ☐ Special Needs

\* MHP Funds Requested - \$

1,000,000

\* IIG Funds Requested - \$

1,000,000

VHHP Funds Requested - \$

FWHG Funds Requested - \$

Total Funds Requested - \$

2,000,000

Save & Continue



# Application Submittal

## Multifamily Finance Super NOFA (MFSN) Portal

Submission Details Attachments Activity

\* = Required

0 = Total Number of attachments



Save

Cancel

Close All

Search...

### \* 0 Main Application and Checklist

- 01 Document Checklist \*
- 02 Application \*

Drop files here

### 0 Project Overview

- 03. CBD Funding Target
- 04. Urban Area
- 05. Capital Improvement Project
- 06. Integration Plan
- 07. Emerging Developer Experience
- 08. Tribal Entity Waiver
- 9a. Indian Country Verification
- 9b. Fee or Trust Land Verification
- 10. Community-Based Developer Experience
- 11. Project Timeline
- 12. App Sub Notification
- 13. Rehab Description
- 14. PNA or CNA
- 15. Rent Roll
- 16. Adaptive Reuse Narrative
- 17. Tax Credit Reservation
- 18. Operating Subsidy Commitment

Drop files here

### 0 Sponsor/Applicant 1 Organizational Documents

- 19a. Spon1 Cert & Legal Disclosure
- 19b. Spon1 OrgDoc1, OrgDoc2, etc.
- 19c. Spon1 OrgChart
- 19d. Spon1 Signature Block
- 19e. Spon1 Cert of Good Standing
- 19f. Spon1 Tax-Exempt Status

Drop files here

Now you are ready to start attaching documents for your application.



# Application Submittal

- Select the “Submit” option in the Activity tab in the upper right-hand corner

Submission Details

Attachments

Activity

\* = Required

1 = Total Number of attachments

Submit

Save

Cancel



# Application Submittal

- If "Submit" is not showing, you have not submitted all required documents

Project Name: **Test Test**  
Number: **MFSN0000421**

Project Name: **Test Test**  
Number: **MFSN0000421**

Save

Cancel

Close All

Search...

\* Main Application and Checklist

01 Document Checklist \*

02 Application \*

Drop files here

Submit

Save

Cancel

Close All

Search...

\* 1 Main Application and Checklist

01 Document Checklist \*

02 Application \*

Generic Response .docx (33.6 KB)

just now





# Return to Application

Requests ▾

My Lists

Saved Request

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New Request

HCD Requests

Number	Project Name	Opened by	Status	Updated ▾
MFSN0000421	Test Test	Homekey User	Draft	05/30/2023 10:47:51 AM
MFSN0000420	Zack and Barbara Test	Homekey User	Submitted	05/30/2023 10:37:26 AM
MFSN0000418	New Project Name	Homekey User	Draft	05/30/2023 10:13:59 AM

Keyword Search

Q



# Application Submittal

- A complete application will include the MFSN Excel application, and all required supporting documents

3 Main Application and Checklist

01 Document Checklist  
02 Application \*

Example Project 01. Doc Checklist.docx (11.7 KB)  
1m ago

Example Project 02. SuperNOFA Application.pdf (32.2 KB)  
2m ago

Generic Response .docx (33.6 KB)  
24h ago

2 Project Overview

03. CBD Funding Target  
04. Urban Area  
05. Capital Improvement Project  
06. Integration Plan  
07. Emerging Developer Experience  
08. Tribal Entity Waiver  
09a. Indian Country Verification  
09b. Fee or Trust Land Verification  
10. Community-Based Developer Experience  
  
11. Project Timeline  
12. App Sub Notification  
13. Rehab Description  
14. PNA or CNA  
15. Rent Roll  
16. Adaptive Reuse Narrative  
17. Tax Credit Reservation  
18. Rural Status Determination  
19. Opportunity Area  
20. Sponsor/Applicant Capacity

Example Project 04. Urban Area.pdf (32.2 KB)  
1m ago

Example Project 10. Community Based Developer Experience.pdf (32.2 KB)  
1m ago

1 Sponsor/Applicant 1 Organizational Documents

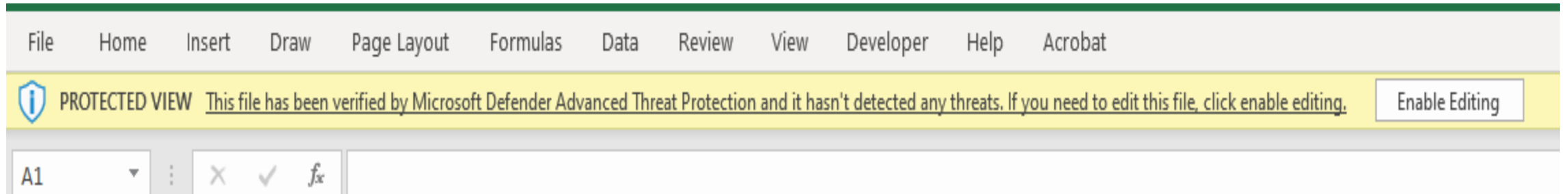
21a. Spon1 Cert & Legal Disclosure  
21b. Spon1 OrgDoc1, OrgDoc2, etc.  
21c. Spon1 OrgChart  
21d. Spon1 Signature Block  
21e. Spon1 Cert of Good Standing  
21f. Spon1 Tax-Exempt Status

Example Project 21. Org Chart.pdf (32.2 KB)  
1m ago



# Quick Reminder

- Enable Macros on Excel application

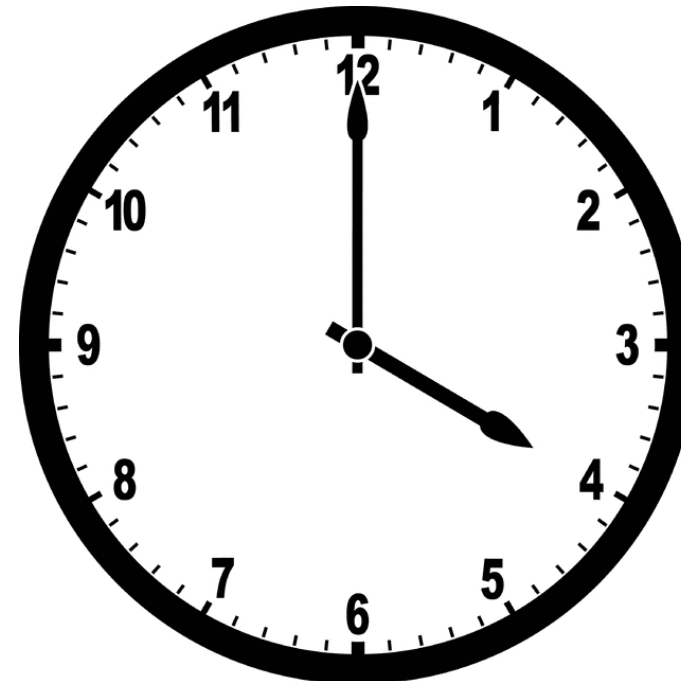




# Application Submittal

- Attachments can be added to a “Saved” application up until:
  - 4:00 p.m. Pacific Standard Time on Tuesday, April 15, 2025.

April 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

© Blank Calendar Pages.com



# Application Submittal

- Applications and supporting documentation must be uploaded and submitted
  - No later than **4:00 p.m.** Pacific Standard Time on **Tuesday, April 15, 2025**
  - Electronic application submittal through the Application Portal
- Super NOFA online tech support/help desk
  - Five days a week, closes at 5:00 p.m.



# Application Submittal

- Applications must meet all eligibility requirements upon submission
- Organization and compliance
- Applications with substantial inconsistencies may result in disqualification
- Application submission
  - No late applications accepted



## Disclosure of Application

- Use discretion - Sponsor is waiving any claim of confidentiality and consents to the disclosure of all submitted material upon request
- Information becomes public record available for review by the public

# Resources







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## Contact Us

HCD does not manage properties or place individuals in affordable housing. For assistance, please [contact a person in your local community](#) who helps people who are experiencing or at risk of homelessness.

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# Resources

- **2025 Round 3 - Multifamily Finance Super NOFA Website:**

<https://www.hcd.ca.gov/grants-and-funding/supernofa>

- **2025 TCAC Regulations:**

[https://www.treasurer.ca.gov/ctcac/programreg/regulations\\_committee.pdf](https://www.treasurer.ca.gov/ctcac/programreg/regulations_committee.pdf)

- **2025 Methodology for Determining Rural Status:**

<https://www.treasurer.ca.gov/ctcac/2025/rural-status.pdf>

- **2025 TCAC/HCD Opportunity Area Maps:**

<https://www.treasurer.ca.gov/ctcac/opportunity.asp>

- **California Government Code:**

<https://leginfo.legislature.ca.gov>



## Contact

- Additional questions may be sent to the Multifamily Finance Super NOFA mailbox at:



[SuperNOFA@hcd.ca.gov](mailto:SuperNOFA@hcd.ca.gov)

# Q&A

