

**Applications Due:
November 4, 2016 for Loans Made in Conjunction with FHFC RFA 2016-113**

HOUSING FINANCE AUTHORITY OF HILLSBOROUGH COUNTY

**NOTICE OF FUND AVAILABILITY &
REQUEST FOR APPLICATIONS**

**LOCAL GOVERNMENT SUPPORT LOANS
FOR DEVELOPMENTS APPLYING FOR FHFC HOUSING CREDITS
SEEKING THE LOCAL GOVERNMENT AREA OF OPPORTUNITY FUNDING,**

The Housing Finance Authority of Hillsborough County (the "Authority") announces the availability of funds and is requesting applications for the consideration of providing local government support for qualified multifamily housing developments which meet the goals of the Authority and comply with applicable federal and state law. The Authority has adopted the following guidelines to set forth the general requirements and procedures that apply to the financing of multifamily housing developments. The Authority may waive specific provisions of these guidelines where good cause is shown and adequate supporting documentation is provided. Any waiver is at the sole discretion of the Authority. In addition, these guidelines may be amended, revised, repealed or otherwise altered by the Authority with or without notice. The Authority specifically welcomes requests for proposed alternative resident programs or development/unit features.

All applications submitted will be reviewed by the Authority's Financial Advisor, who will make recommendations to the Board. The Board will decide whether or not to authorize commitment letters and loans providing Local Government Support for developments seeking FHFC funding. Submission of an application does not entitle the Applicant to financing, even if sufficient funds remain.

The Authority will not consider issuing commitment letters to provide financing for any development unless the applicant has satisfied the general requirements set forth in these guidelines, submits a timely, complete, and acceptable application and complies with all of the procedures and requirements contained within the Authority's application procedures and program guidelines. Copies of the Application are available at the Authority's website:

<http://hillsboroughcountyhfa.org/>

The Authority reserves the right to impose additional requirements on any particular development. Compliance with these guidelines does not and shall not create any right by an applicant to a commitment or assurance that the Authority will provide the requested financing.

The Authority provides local government support to assist in the construction, rehabilitation and permanent financing of multifamily housing developments. The HFA anticipates sufficient funds to be available to fund one applicant.

The maximum amount of the Local Government Support loans funded pursuant to this NOFA is the amount that will allow local projects to score the maximum number of points under FHFC RFA 2016-109, including the amount that will allow local projects to receive the maximum points for the Local

Government Area of Opportunity Funding. One loan made in conjunction with FHFC RFA 2016-113 will be in the dollar amount necessary to score the maximum amount of points for the Local Government Area of Opportunity Funding.

All applications received will compete with each other and be selected by the Authority for the available funding. Applications will be reviewed against the criteria listed below and, if selected, each loan will be subject to the minimum loan terms stated below.

Applications related to FHFC RFA 2016-113 or any other FHFC RFA are due no later than 5:00 PM, Eastern Standard Time, **November 4, 2016**. The application cycle will be processed according to the Authority's guidelines (which guidelines provide, however, that any remaining allocation-available after the application cycle may be made available to applicants on a first-come, first-served basis). For more information, contact Mark Hendrickson.

Applicants must submit an original, a PDF copy of the original, and a total of two (2) copies to the Authority as follows:

An original of the entire application to:

Housing Finance Authority of Hillsborough County
c/o County Attorney
Mary Helen Farris
601 East Kennedy Boulevard, 27th Floor
Tampa, Florida 33602

One (1) hard copy and a PDF of the entire application, a \$5,000 application fee (check made out to the HFA of Hillsborough County), and \$2,500 review fee (check made out to The Hendrickson Company) to:

Mark Hendrickson
1404 Alban Avenue
Tallahassee, Florida 32301
Contact: Mark Hendrickson, 850.671.5601 mark@thehendricksoncompany.com

GUIDELINES

1. PROJECT THRESHOLD CRITERIA

- Project must be located within unincorporated Hillsborough County, the City of Temple Terrace, or Plant City;
- Applicant must provide evidence of ownership or other legal control of the project site (e.g., a contract or option to purchase the project site);
- Applicant must provide a set-aside of rental units equal to or greater than the standards for low income Housing Tax Credits or applicable FHFC Program, as the case may be; and,
- Project must have evidence of land use and zoning authorizing the use of the property for multi-family residential uses.

2. PROJECT SELECTION CRITERIA

- Project feasibility as determined by:
 - ✓ Applicant's development and construction experience;
 - ✓ Applicant's management experience; and

- ✓ Financial feasibility to complete and operate the project (including, but not limited to, cost estimates, cash flows, debt service, coverage ratios, the percentage of public monies requested compared to project cost; leveraging)
- Applicant’s performance and/or compliance (including any prior defaults) of any prior loans or contracts with the HFA of Hillsborough County;
- The extent to which social services and assistance is offered to occupants (including, but not limited to, job training, computer training, home purchase assistance, health-related support); and,
- **The HFA of Hillsborough County, in conjunction with Hillsborough County, established the following funding priorities for Applicants applying for the Local Government Area of Opportunity Funding:**
 - ✓ **Location in the Central Business District**
 - ✓ **FHFC category of “Family” demographic**
 - ✓ **Maximum Economic Impact**
 - ✓ **Developments which provide a lift to the neighborhood, and could lead to additional revitalization and/or neighborhood improvement**
 - ✓ **Projects that result in the adaptive reuse or redevelopment of existing structures or properties**
 - ✓ **Proximity to public transportation**
 - ✓ **Leveraging of HFA funds with other resources that could be used to meet the FHFC required contribution level, and leveraging of HFA funds with other funds to achieve greater impact on the community/neighborhood**
 - ✓ **Ability to meet FHFC requirements for the contribution to be a part of permanent financing with minimum loan term.**

3. LOAN TERMS:

To be determined at time of loan commitment(s). The following will apply to all JFHA loans:

- The following loan terms shall apply: (a) the Authority may charge interest at a rate it determines (including zero percent interest); (b) the term of the loan may vary but shall not exceed forty (40) years; and, (c) the Authority shall provide for the manner of amortization, and payment to the Authority, of principal and interest (including, but not limited to, a balloon payment of the entire principal amount of the loan, together with any then accrued and unpaid interest, at maturity or sooner in the event of an uncured event of default. The loan documents shall provide for the standard default provisions; and upon default, the loan shall accrue interest at the highest rate then permissible under Florida law from and after an event of default that remains uncured.

The loan amount for Applicants seeking a Local Government Area of Opportunity Funding loan will depend upon development type, and are detailed within FHFC RFA 2016-113. The terms for such loans are:

- ✓ Loan Amount to be determined by development type, as detailed in FHFC RFA 2016-113

Minimum Local Government Area of Opportunity Funding Amounts	
Building Type*	Total Amount of Loan(s)/Grant(s)
Garden-Wood (NC)	\$458,250
Garden-Concrete (NC)	\$551,000
Mid-Rise-Wood (NC)	\$551,000
Mid-Rise-Concrete (NC)	\$607,500
High-Rise (NC)	\$739,500
Garden (Rehab)	\$385,250
Non-Garden (Rehab)	\$542,750

* For purposes of this provision (i) Concrete refers to a “Yes” answer to question 5.c.(3) of Exhibit A; (ii) NC includes Development Categories of New Construction, Redevelopment and Acquisition and Rehabilitation and Rehab includes Development Categories of Rehabilitation and Acquisition and Rehabilitation, as selected by the Applicant at question 5.c.(1) of Exhibit A; and (iii) Garden includes all Development Types other than Mid-Rise and High-Rise; Non-Garden includes Development Types of Mid-Rise with Elevator

(4 stories, 5 stories, or 6 stories) and High-Rise (7 or more stories); Mid-Rise includes Development Types of Mid-Rise with Elevator (4 stories, 5 stories, or 6 stories); and High-Rise includes Development Type of High Rise (7 or more stories), as selected by the Applicant at question 5.d. of Exhibit A. In the case of mixed-type Developments, the Applicant should use the Building Type that will comprise the majority of the units in the Development.

- ✓ Term of loan to be the minimum required by FHFC RFA 2016-113 or for development financial feasibility
- ✓ Monthly payment schedule
- ✓ Non-amortizing
- ✓ 0% interest
- ✓ Loan due in full in balloon payment at end of loan period
- The loan documents shall provide for the standard default provisions; and upon default, the loan shall accrue interest at the highest rate then permissible under Florida law from and after an event of default that remains uncured.
- Each loan shall be evidenced by a promissory note in the full-face amount of the Local Government Support, and secured in its entirety by a subordinate lien mortgage, and shall include such other standard loan documents as necessary to evidence and complete the transaction.
- The loan shall not be disbursed until the following minimum due diligence is received and satisfactory (however, additional requirements may be necessary for the project): mortgagee title insurance policy (or a marked-down commitment for the same), boundary survey certified to the Authority, environmental site assessments certified to the Authority, and evidence of concurrency and all permits authorizing construction of the project.
- The loan shall be issued in the name of the Authority. Such loan shall be reviewed, implemented, and administered by the Authority.

4. **FEES**

- \$5,000 Application fee due with original application, check made out to the HFA of Hillsborough County
- \$2,500 Review fee, due with copies of application, but mailed to and check made out to The Hendrickson Company
- \$5,000 Closing Fee, due at loan closing.

5. **DISCLAIMER**

The Authority is taking no responsibility that FHFC in their initial scoring, or in any scoring revisions that take place due to legal disputes between applicants in FHFC RFA 2016-113, will ultimately agree that the loan meets the requirements to achieve the points for the Local Government Area of Opportunity funding. The Authority is assuming NO LIABILITY if FHFC or any judicial or quasi-judicial body comes to another conclusion.

If approved for a loan, and with that understanding, if you would like to have a local government contribution loan form executed by the County, please fill out the form and submit to both Shawn Perrine and Mark Hendrickson prior to the submission deadline.