



MID-YEAR REQUEST FOR APPLICATION (RFA) FOR DOCUMENTARY SURTAX PROGRAM (SURTAX) FOR FISCAL YEAR 2009

The Miami-Dade County Office of Community and Economic Development is announcing the availability of applications for Documentary Surtax (Surtax) funds to be used to facilitate the construction or rehabilitation of multi-family units for low-and moderate income family.

THIS RFA IS SOLICITING FOR NEW DEVELOPMENTS, but is intended to provide threshold applications with Local Government Match Contribution for developments that will be submitted to Florida Housing Finance Corporation (FHFC) for 2009 Universal Cycle and to provide "gap" financing for developments which have previously received public funding or have been awarded tax credits. Financing will be provided as available to the following two sub-groups:

1. Local Governments Match Contribution (Category 1)
 - Applicants for Local Government Match Contribution that meet threshold requirements will receive the minimum funding. Threshold requirements include the following:
 - a. Submission of all required forms and exhibits
 - b. Ability to Proceed as described in Section III C of the Housing Forms for Category 1
 - c. Demographic Commitment
2. "Gap" Financing (Category 2)
 - Applicants with financing requests for developments which have previously received public funding. Applicants for "gap" funding will be subject to a Subsidy Layering Review (SLR) and a credit underwriting process. For "gap" applicants with FHFC tax credits, the SLR will be performed subsequent or concurrent with FHFC underwriting. In addition to the standard credit underwriting review the analyzes development cash flow, and the subsidy layering review is intended to be an analytical review of developer's overhead and soft costs

A separate application must be completed and submitted for each development for which funding is being requested.

Application packages, program guidelines and instructions will be available at www.miamidade.gov/ced and may be picked up from 9:00 a.m. to 4:30 p.m. beginning Friday, April 3, 2009, at:

**Office of Community and Economic Development
Housing Development and Loan Administration Division
Overtown Transit Village North
701 NW 1st Court, 14th Floor
Miami, FL 33136**

The RFA application package contains the guidelines and instructions for the preparation of the funding request. Information and technical assistance on the preparation of the application will be provided by OCED on the following date:

**Wednesday, April 8, 2009, at 9:00 a.m. – 11:00 a.m. (local time)
Overtown Transit Village North
701 NW 1st Court, 1st Floor
Miami, Florida 33136**

Organizations that have questions about this application may call the Office of Community and Economic Development –Housing Development and Loan Administration Division at (786) 469-2100.

Application submission deadline is 4:00 p.m., Thursday, April 23, 2009. Applications submitted after the 4:00 p.m. deadline will not be accepted.

Complete applications must be submitted to the Clerk of the Board, at the Clerk of Board, Stephen P. Clark Center, 17th Floor, Suite 202, 111 N.W. 1st Street, Miami, FL 33128 between the hours of 9:00 a.m. to 4:00 p.m. from April 3, 2009, through April 23, 2009.

In the MID-YEAR RFA FY 2009, it is estimated that Miami-Dade County will allocate the following funding: SURTAX \$24,500,000

All applications received and time stamped by the Clerk of the Board prior to the application submittal deadline shall be accepted as timely submitted. The circumstances surrounding all applications received and time stamped by the Clerk of the Board after the application submittal deadline will be evaluated by OCED in consultation with the County Attorney's Office to determine whether the application will be accepted as timely. The responsibility for submitting an application on or before the stated time and date is solely and strictly the responsibility of the Applicant. The County will in no way be responsible for delays caused by mail delivery or caused by any other occurrence. All expenses involved with the preparation and submission of applications to the County, or any work performed in connection therewith, shall be borne by the Applicant(s). Requests for additional information or inquiries must be made in writing and received by the County's contact person for this RFA. The County will issue responses to inquiries and any changes to this RFA in written addenda issued prior to the Application Due Date. Applicants who obtain copies of this RFA from sources other than the County's Office of Community and Economic Development, its website at www.miamidade.gov/ced, or the locations listed risk the possibility of not receiving addenda and are solely responsible for those risks.

Miami-Dade County provides equal access and equal opportunities in employment and does not discriminate against persons with disabilities in its program or services. For material in an alternate format, a sign-language interpreter or other accommodations, please call (786) 469-2100, at least five days in advance.