


Public Housing and Community Development

FY 2017 Surtax/SHIP Request For Applications (RFA)

Addendum No. 1

DATE: June 7, 2017

TO: All Prospective Applicants

FROM: Michael Liu, Director 
Public Housing and Community Development

SUBJECT: FY 2017 Request For Applications (RFA) – Surtax/SHIP

The following is in response to questions and/or comments received related to the FY 2017 Surtax/SHIP RFA published on May 31, 2017. This Addendum is and does become a part of the above listed Request for Applications.

Q1. Cornerstone Group: Just to confirm that only FHFC deals with invitations into credit underwriting will be accepted. The Pinnacle deals are all being put on hold per the FHFC rule, and FHFC is not inviting any deals behind them in.

PHCD: Please refer to Page 9 of the Housing Development Request for Applications, which provides a definition for firm commitment. For any applicant that is relying on financing from FHFC (or any other source) and representing that it is “firm,” when in fact there is a legal dispute or formal disagreement among key parties to the financing in question, such a situation will undoubtedly have a negative impact on the assessment of whether or not the financing’s commitment is “firm.” If there is any administrative action or litigation that would rescind any funding for a project, PHCD reserves the right to determine that the financing is no longer firm or in place for the project.

Q2. Landmark Companies: We are requesting that PHCD confirm whether Miami-Dade County will accept executed FHFC forms for the following items in the above referenced RFA: 1) Architect or Engineer certification form (item 4 on page 41 of RFA); 2) Attorney certification form (item 5 on page 41 of RFA); 3) Accountant certification form (item 6 on page 42 of RFA), and 4) Evidence of Appropriate Zoning verification form (item 4 on page 45 of RFA)

PHCD: Miami-Dade County will accept the following executed FHFC forms: Architect or Engineer certification form, Attorney certification form, Accountant certification form, and Evidence of Appropriate Zoning verification form. All submitted forms must be signed, dated and executed by all parties. PHCD reserves the right to determine the validity of forms submitted, and may accept or deny submitted forms at its sole discretion.

Q3. Trinity Empowerment Consortium: Is there any reason why the total points are only 95?. What happened to the additional 5 points from the prior year's application?. Does post purchase not have a value?

PHCD: Page 17 of the Homebuyer Counseling Request for Applications has been revised to yield a total point score of 100. Question 12 has been updated for consistency with the 2016 Homebuyer Counseling RFA, to allow 5 points to agencies that provide documented proof of previous post purchase homeownership workshops. Please refer to the following revised Page 17, which shows revisions of deleted text ~~stricken~~, and text additions underlined:

**HOMEBUYER COUNSELING
 ORGANIZATIONAL CAPACITY AND SOUNDNESS OF APPROACH (95 100 Points)**

1.	<p>How many years has the organization provided homebuyer education and counseling services? <i>Must provide proof receive points.</i></p> <p><input type="checkbox"/> 1-4 years (4 pts.) <input type="checkbox"/> 5-7 years (6 pts.) <input type="checkbox"/> 8 or more years (10 pts.)</p>
2.	<p>Is the homebuyer counseling entity a member of the National Industry Standards for Homeowner Education and Counseling? <i>Must include documented proof to receive points.</i></p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (10 pts.)</p>
3.	<p>Does the homebuyer counseling entity utilize a HUD compliant Client Management System for data collection and reporting? <i>Must include documented proof to receive points. (proof of purchase and/or lease of system)</i></p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (5 pts.)</p>
4.	<p>How many years of experience do the homebuyer counselors have? <i>Must include documented proof to receive points.</i></p> <p><input type="checkbox"/> 1-5 years (1 pt.) <input type="checkbox"/> 6-10 years (2 pts.) <input type="checkbox"/> 11 or more years (5 pts.)</p>
5.	<p>What is the percentage of homebuyer counselors that are currently certified? <i>Select one. Must include documented proof to receive points. (copies of certifications)</i></p> <p><input type="checkbox"/> 69% or less than (0 pts.) <input type="checkbox"/> 70-79% (1 pt.) <input type="checkbox"/> 80-89% (2 pts.) <input type="checkbox"/> 90-100% (3 pts.)</p>
6.	<p>Has your organization received other funding for counseling services? <i>Must include documentation to receive points</i></p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (7 pts.)</p>
7.	<p>How many participants successfully completed and/or graduated from your program in the last 12 months? <i>Must include documented proof to receive points. (participant verification)</i></p> <p><input type="checkbox"/> less than 100 (0 pts.) <input type="checkbox"/> 100 (2 pts.) <input type="checkbox"/> 200 (5 pts.) <input type="checkbox"/> 300 (10 pts.) <input type="checkbox"/> 500 or more (15 pts.)</p>
8.	<p>How many participants successfully achieved homeownership in the last 12 months? <i>Must include documented proof to receive points.(participant verification)</i></p> <p><input type="checkbox"/> Less than 25 (0pts.) <input type="checkbox"/> 26-49 (5 pts.) <input type="checkbox"/> 50 or more (10 pts.)</p>
9.	<p>Does the applicant have a comprehensive training curriculum? <i>Must include training curriculum to receive points.</i></p> <p><input type="checkbox"/> Marginal (2 pts.) <input type="checkbox"/> Moderate (6 pts.) <input type="checkbox"/> Comprehensive (10 pts.)</p>
10.	<p>Number of training locations within 1/3 mile accessible to public transportation? <i>Must include documented proof to receive points including location addresses.</i></p> <p><input type="checkbox"/> No locations within 1/3 mile (0 pts.) <input type="checkbox"/> 1 location within 1/3 mile (3 pts.) <input type="checkbox"/> 2 or more locations within 1/3 mile (5 pts.)</p>
11.	<p>Is there a cost to participants for the homebuyer education and counseling workshops <i>(exclusive of required fees for credit reports) Must include documented proof to receive points..</i></p> <p><input type="checkbox"/> \$50 or more (0 pts.) <input type="checkbox"/> \$1-\$50 (5 pts.) <input type="checkbox"/> \$0 (15 pts.)</p>
12.	<p>Has the agency provided post purchase homeownership workshops for persons previously served by your organization? <i>Must include documented proof of previous workshops to receive points.</i></p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (5 pts.)</p>
13.	<p>Please indicate the cost per client for the following services:</p> <p>Homebuyer Education \$_____ Financial Literacy \$_____ Homebuyer Counseling \$_____ All inclusive \$_____</p>