



## Guidelines to Evaluate Funding Assistance for Unsolicited Project Developments

### Overview

**Unsolicited Project Assistance Requests** are requests for project development assistance that are outside the CRA's grant programs or Request for Proposals (RFP) process. The following document outlines guidelines for evaluating project, business, and development funding assistance requests.

### Types of Project Assistance Funding CRA will consider

The Board will not consider funding for operational expenses, salaries, fees, or professional expenses, but the CRA's funds should be invested in:

- Infrastructure improvements
- Building improvements
- Other physical investment in the proposed property—but tangible investments in real property

### *CRA Contribution Limits*

The CRA will contribute (using multiple methods) a maximum of 15% of the total Project cost. However, applicants receiving this level of incentive support must demonstrate the highest level of need and economic impact (see below).

### Projects to be Considered

Under the CRA Action Plan, priority consideration will be given for:

- Mixed-Use developments including housing, retail, office, and co-working space;
- High density mixed-use Transit Oriented Developments (TOD);
- Mixed-income housing projects, rather than exclusively low-income housing;
- Office and co-working development;
- Light industrial, assembly, food and agricultural processing;
- Destination retail, entertainment, arts, and cultural developments; or
- Restaurants will be considered only if they are part of a larger mixed-use or destination development.

Under no circumstances will the CRA fund:

- Liquor stores;
- Adult entertainment or adult product retail; nor
- Religious institutions. However, the CRA will consider projects of the types listed above **developed** by religious organizations.

## Project Size Threshold

The unsolicited offer process is to be used for projects that are larger than its small business grant programs. The minimum size for projects to be considered for funding assistance are:

- 30 housing units or more;
- The creation of 15 new permanent jobs; and/or
- Delivering crucial services or products to CRA residents whose household income at or below the 2 bottom household income quintiles for Miami-Dade County.

## Evaluation Criteria

The CRA will projects of the types listed above, based on how they achieve the following criteria, based on the CRA's Goals.

### *Establish Need*

The Project Developer or owner must establish a need for CRA funding assistance. Need for assistance may include, but not be limited to:

- Unanticipated or extraordinary unanticipated project physical costs;
- Unanticipated regulatory requirements that increase cost;
- Unanticipated market shocks (including global pandemics, material shortage, etc.) that negatively impact project economics; or
- The Project serves CRA residents demonstrating clear need, including low incomes, or a lack of essential services including education, training, jobs, and/or low incomes.

### *Building Local Human Capital*

- For job creating projects 50 percent of the permanent jobs created by the Project must pay more than the Miami-Dade County median wage—currently \$30,208

### *Addressing Housing Market Imbalances*

- A minimum of 25% of housing units developed in the Proposed Project units must be workforce affordable units. Workforce housing units are defined as those affordable to households earning 80-140% of the County **Area Median Income**, using HUD rental guidelines established and updated annually for Miami-Dade County.
- Housing units can be for rental or ownership

### *Reducing Traffic Congestion*

The Project must demonstrate that it is reducing daily vehicle trips—commuting and/or local shopping. Developer must demonstrate that she is implementing strategies to reduce vehicular traffic including, but not limited to:

- Developer owner must establish that employment opportunities for residents of proposed housing units are available within a 1-mile radius of the project, at a ratio of 1 per household;

- Housing unit design that supports live-work, working from home, telecommuting, including a home office or workspace separate office space in housing units to support home-based businesses or telecommuting;
- Providing ultra-high-speed internet services and property-wide Wi-Fi to all project residents;
- Providing on-site shared office and/or co-working facilities within the project, available to residents;
- Showing proximity within ¼ mile, to mass transit. If Project is not within ¼ mile to mass transit, developer must show or provide access to shuttle service to nearby mass transit;
- The project or developer is providing, or providing access to, alternative transportation including shuttles, buses; ride sharing, employer sponsored park & ride support, employer sponsored mass transit support for employees, or employer sponsored shuttle service to mass transit
- Developer must show proximity to neighborhood retail and essential services, including grocery, healthcare and entertainment. If access to essential services are not within ½ mile of the project, developer must show availability of alternative (non-vehicular) shuttles and mobility services are available to residents of the project. Project will receive highest consideration if it provides alternative (non-automobile or shared auto) shuttle services to essential neighborhood services.

#### *Environmental Sustainability*

- Developer must demonstrate that the construction and operation of the project is reducing carbon emissions and supporting long-term environmental sustainability. Strategies may include, but not be limited to: using LEED-certified construction, retrofitting with high energy efficient system and equipment, or using or purchasing zero-carbon energy including wind and solar.

#### *Expanding Economic Opportunity and Upward Mobility*

- The Developer must show that the Project will be using Local hiring preferences (inside the boundaries of the CRA) for construction and permanent jobs created by the Project. Local hiring targets are 1) 30% of all construction jobs for residents of the CRA, 2) 25% of the total construction cost will be used to hire construction firms located within the CRA, and 3) 25% of all permanent jobs will be maintained for 5 years from the date of opening for CRA residents.
- Developer will in fact be required to enter into a Community Benefits with CRA legally requiring the Developer to meet the local hiring conditions.

#### *Additional goals/considerations*

- **Supporting Local Innovation and Growing Competitiveness:** if applicable, show how the Project helps support and/or create new businesses in the CRA, or provides technology or technical capacity for other businesses in the CRA to expand, grow market share, and/or compete in new markets.
- **Does the Project Support Upward Economic Mobility?** Show how the project provides job and economic opportunities for CRA residents to gain employment, and advance their careers, with the Project business, or how it increases their skills to move up the employment ladder in the future.

Note: The general hold harmless provisions of IRC Section 142(d)(2)(E) mean that projects with at least one building placed in service on or before the end of the 45-day transition period for newly-released limits use whichever limits are greater, the current-year limits or the limits in use the preceding year.

**2020 Income Limits and Rent Limits**  
**Florida Housing Finance Corporation**  
**Multifamily Rental Programs and CWHIP Homeownership Program**  
**NOTE: Does not pertain to CDBG-DR, HHRP, HOME, NHTF or SHIP**

HUD release: 3/31/2020  
 Effective: 4/1/2020  
 Implement on/before: 5/16/2020  
 FHFC Posted: 4/9/2020

County (Metro)	Percentage Category	Income Limit by Number of Persons in Household										Rent Limit by Number of Bedrooms in Unit					
		1	2	3	4	5	6	7	8	9	10	0	1	2	3	4	5
Miami-Dade County	20%	12,800	14,640	16,460	18,280	19,760	21,220	22,680	24,140	25,592	27,054	320	343	411	475	530	585
(Miami-Miami Beach-Kendall HMFA;	25%	16,000	18,300	20,575	22,850	24,700	26,525	28,350	30,175	31,990	33,818	400	428	514	594	663	731
Miami-Fort Lauderdale-West Palm Beach (MSA)	28%	17,920	20,496	23,044	25,592	27,664	29,708	31,752	33,796	35,829	37,876	448	480	576	665	742	819
	30%	19,200	21,960	24,690	27,420	29,640	31,830	34,020	36,210	38,388	40,582	480	514	617	713	795	877
	33%	21,120	24,156	27,159	30,162	32,604	35,013	37,422	39,831	42,227	44,640	528	565	678	784	875	965
	35%	22,400	25,620	28,805	31,990	34,580	37,135	39,690	42,245	44,766	47,345	560	600	720	832	928	1,024
	40%	25,600	29,280	32,920	36,560	39,520	42,440	45,360	48,280	51,184	54,109	640	686	823	951	1,061	1,170
	45%	28,800	32,940	37,035	41,130	44,460	47,745	51,030	54,315	57,582	60,872	720	771	925	1,069	1,193	1,316
	50%	32,000	36,600	41,150	45,700	49,400	53,050	56,700	60,350	63,980	67,636	800	857	1,028	1,188	1,326	1,463
	60%	38,400	43,920	49,380	54,840	59,280	63,660	68,040	72,420	76,776	81,163	960	1,029	1,234	1,426	1,591	1,755
	70%	44,800	51,240	57,610	63,980	69,160	74,270	79,380	84,490	89,572	94,690	1,120	1,200	1,440	1,664	1,856	2,048
	80%	51,200	58,560	65,840	73,120	79,040	84,880	90,720	96,560	102,368	108,218	1,280	1,372	1,646	1,902	2,122	2,341
Median: 59,100	120%	76,800	87,840	98,760	109,680	118,560	127,320	136,080	144,840	153,552	162,326	1,920	2,058	2,469	2,853	3,183	3,511
	140%	89,600	102,480	115,220	127,960	138,320	148,540	158,760	168,980	179,144	189,381	2,240	2,401	2,880	3,328	3,713	4,096

Florida Housing Finance Corporation (FHFC) income and rent limits are based upon figures provided by the United States Department of Housing and Urban Development (HUD) and are subject to change. Updated schedules will be provided when changes occur.