

**SECTION 202
LOCAL APPLICATION PACKAGE**

**SUPPORTIVE HOUSING
FOR THE ELDERLY**



**Region X Seattle Multifamily Hub
909 1st Avenue, Suite 190
Seattle, Washington 98104-1000**

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INTRODUCTION

We appreciate your interest in the Section 202 program. The Section 202 Capital Advance Program funds the construction, substantial rehabilitation, or acquisition of housing for very low-income elderly persons. Ongoing operation of the housing is assisted by a project rental assistance contract pursuant to the Housing Act of 1959, as amended by Section 801 of the National Affordable Housing Act.

The intent of this Local Application Package is to complement the SuperNOFA (Notice of Funding Availability) for this program. The SuperNOFA is available on the Internet through the HUD web site at <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>.

If you would like to be placed on the Region X Section 202 Program mailing list, please send an email message to *Kristine.Martin@hud.gov*. Please include your organization's name, contact person, and contact information including address, phone number, fax number, and email address.

Grants Available under the 2009 SuperNOFA

In 2009, most HUD grant programs are consolidated in one SuperNOFA. Application and submission requirements that apply to all programs are identified in the **General Section**. Program specific requirements and submission dates are published in each **Program NOFA**. **Please be sure you read BOTH the General Section and the Program NOFA, as instructions may have changed considerably.**

Submission Procedures:

Electronic submission continues to be mandatory unless the applicant receives a written waiver of this regulatory requirement. Procedures for obtaining a waiver are contained in "Section IV, Application and Submission Information" of the General Section and "Section IV, Application and Receipt Instructions" of the 202 NOFA.

In order to apply electronically, you must be registered. Applicants are required to complete a five-step registration process in order to submit their applications electronically and previously registered applicants must annually update their information in the Central Contractor Registration (CCR) for the registration to remain viable. HUD has developed brochures and guidance to assist applicants with the registration, CCR update, and application processes. The **Step by Step: Your Guide to Registration Brochure** will assist you in the process of registering for the first time and the process of renewing current registration. The **Find/Apply Brochure** provides further assistance to find and apply for grants. HUD has also prepared a **Desktop User's Guide** for submitting Electronic Grant Applications. This Guide provides detailed step-by-step screen shots of the Grants.gov registration, and the Find/Apply process. These resources can be found at

<http://www.hud.gov/offices/adm/grants/fundsavail.cfm>

Due to the mandatory on-line submission, each funding opportunity will be posted on Grants.gov. Applicants must download both the Application Instructions and the Application Package. Instructions on How to Download an Application Package and Application Instructions can be found in the General Section published in the Federal Register on December 29, 2008 (pgs 79555-79571), Amendments to the General Section published in the Federal Register on April 16, 2009, (pg 17686) and the 202 NOFA, "Section IV. Application and Receipt Instructions".

There have been substantial changes in the application and development process in recent years. Failure to meet HUD requirements will result in rejection of the application. Before preparing your application, you should carefully review this document and the following regulations and HUD issuances.

- **General Section NOFA:** Notice of HUD’s Fiscal Year (FY) 2009 Notice of Funding Availability (NOFA): Policy Requirements and General Section to the FY 2009 SuperNOFA for HUD’s Discretionary Programs. Federal Register – Vol. 73, No. 249, December 29, 2008.
- **Amendment to Application Submission Requirements and Other Technical Corrections.** Federal Register – Vol. 74, No. 72. April 16, 2009.
- **Notice of Funding Availability (NOFA) for HUD’s Fiscal Year 2009 Section 202 Supportive Housing for the Elderly.** Funding Opportunity Number: FR-5300-N-21. (Known as “the 202 NOFA”) Available online at <http://www.hud.gov/offices/adm/grants/nofa09/grpsec202e.cfm>.
- Section 202 Regulations, Title 24 Code of Federal Regulations, Part 891 Subparts A, B, D and F. Available online at <http://www.hud.gov/offices/adm/hudclips/index.cfm>.
- HUD Handbook 4571.3, REV-1, "Section 202 Supportive Housing for the Elderly" (April 9, 1993), particularly Chapters 1 and 2. Available online at <http://www.hud.gov/offices/adm/hudclips/index.cfm>.
- Other Section 202 Guidance used after fund reservation is awarded -

Notice H 96-102 (HUD), “Redesigned Section 202 Supportive Housing for the Elderly and Section 811 Supportive Housing for Persons with Disabilities Programs - Firm Commitment Processing to Final Closing.” November 26, 1996. As extended.

Handbook 4571.5 - “Supportive Housing for the Elderly, Conditional Commitment to Final Closing”, July 1992.

PLEASE NOTE:
The published Notice of Funding Availability (NOFA) document is the official document that HUD uses to solicit applications. If there is a discrepancy between any materials published by HUD in its Federal Register publications and other information provided in paper copy, electronic copy, or at www.grants.gov, the NOFA document prevails.

If additional local information is required, please contact Ruth Curtis, Region X NOFA Coordinator, at 971-222-2646 or by email at Ruth.Curtis@hud.gov

SECTION I. THE SECTION 202 PROGRAM

HUD's Section 202 program is designed to provide financing to assist private nonprofit organizations in the development of housing to serve the very low-income elderly. It is combined with an operating assistance payment program that subsidizes the difference between the tenants' contributions toward rent (30 percent of adjusted income) and cost of operating the project.

It is a competitive program. Each year HUD accepts project applications from various nonprofit organizations. Only a portion of the applications received are funded.

Eligible Applicants

To be funded, an applicant must show:

- it is experienced in providing services to the elderly,
- there is a need for the project,
- there is support for the project,
- the proposed project meets specific design and site standards, and
- appropriate services will be provided.

Only private nonprofit organizations or nonprofit consumer cooperatives, that meet the threshold requirements contained in the General Section and Section III.C.2 of the 202 NOFA, may apply for the Section 202 program. Public bodies and instrumentalities of a public body are not eligible to participate in the program.

Tenants

Tenants of the project must be very low-income households composed of one or more persons, one of whom is 62 years of age or older. "Very low-income" is considered to be 50 percent of the median household income for an area. No restrictions due to race, creed, color, national origin, or sex are allowed.

Types Of Financing

1. Capital Advance

If selected, HUD will provide funding in the form of a "Capital Advance" to cover the cost of development based on development cost limits published periodically in the Federal Register. Repayment of the advance (with interest) is not required as long as the housing remains available for occupancy by the very low-income elderly for 40 years. The capital advance will be the lesser of:

- a. The audited total development cost; or
- b. The development cost limit reserved for the project which is based on the size of the project and its location (See Attachments I).

A capital advance that involves a project to be rehabilitated is subject to additional limitations as addressed in the 202 Handbook.

Projects that incur actual development costs less than the amount of the initial fund reservation shall be entitled to retain 50 percent of the savings in a replacement reserve account or 75 percent of the savings if the project contains energy efficient features.

2. Project Rental Assistance

Project rental assistance is also supplied to cover the difference between the HUD-approved operating cost per unit and 30 percent of the resident's adjusted income. The term of the Project Rental Assistance

Contract (PRAC) is three years. HUD will reserve PRAC funds based on 75 percent of the current operating cost standards. This takes into account the average tenant contribution toward rent. HUD anticipates that at the end of the contract term, renewals will be approved subject to the availability of funds.

Development Methods

The following development methods are allowed under the program:

- New construction,
- Substantial Rehabilitation, and
- Acquisition with or without rehabilitation.

202 capital advance funds may also be used in combination with low income housing tax credits to develop a “**mixed-finance**” project, which may or may not include additional units for the elderly over and above the Section 202 units.

The development of a mixed-use project in which the Section 202 units are mortgaged separately from the other uses of the structure is not considered a mixed finance project. Also, the use of other funding sources such as HOME funds or CDBG funds does not make a project a mixed-finance project. Only the use of tax credits makes a project a mixed-finance project.

Types of Housing

Projects under the Section 202 program must consist of rental housing structures with efficiencies and/or one-bedroom units. Each unit must contain a full kitchen and bathroom. The project must include a percentage of accessible units in accordance with state and local codes and HUD regulations (24 CFR 891.120(b)). A manager’s unit consisting of up to two-bedrooms may be included.

The following types of housing are **unacceptable**:

Nursing homes, infirmaries, intermediate care facilities, medical facilities, mobile homes, community centers, headquarters for organizations for the elderly, residential units without kitchens and/or bathrooms, projects licensed or to be licensed as assisted living facilities.

Refinancing of sponsor-owned facilities without rehabilitation is not allowed. Housing that the applicant owns or leases that is occupied by elderly persons is also not eligible.

Property Requirements

Sponsors of 202 housing projects must have site control at the time of application submission. Acceptable evidence of site control is limited to the following:

1. A deed or long-term leasehold in the sponsor’s name. Term of lease must be at least 50 years and be renewable for another 25 years, except for sites on Indian trust land, in which case, the term of the lease must be at least 50 years with no requirement for extensions.
2. A contract of sale for the site. The only condition on the sale can be your receipt and acceptance of the capital advance. Conditions limiting the use of the site to low-income housing are not acceptable. The contract of sale cannot require closing earlier than the Section 202 closing, which should occur no more than 18 months from when funding announcements are made.

3. An option agreement to purchase or for a long-term leasehold which must remain in effect for six months from the date on which the applications are due, and must be renewable. It must state a firm price. The only condition on which the option may be terminated is if the project is not awarded a fund reservation.

Additional conditions apply to sites covered by a mortgage under a HUD program or sites to be acquired from a public body. Please review the Program NOFA for specifics.

Supportive Services

Supportive services are essential to enable the elderly to enjoy a stable living environment. Sponsors must arrange for the provision and funding of these services appropriate to the assessed needs of the residents. Project rental assistance (not to exceed \$15 per unit/per month) can also cover a portion of the supportive service expenses and the employment of a service coordinator in those projects serving the frail elderly.

Housing Consultants

The use of professional housing consultants to help with the development of the project is highly recommended. The fees of a HUD-approved consultant will be included in the project replacement cost. **See the General Section of the NOFA, Federal Register published December 28, 2008, page 79553 (third column) regarding salary limitations for consultants.**

A good, experienced consultant will save the sponsor time and money. However, the quality of consultants varies widely. HUD cannot recommend consultants so be sure to investigate a potential consultant thoroughly. Suggested questions to ask are listed below:

1. How many 202/811 Capital Advance Program projects have you personally served as the prime Consultant and taken a project from Fund Reservation through Final Closing? Is your experience within the last 3 years? What HUD offices have you worked with?
2. Within the last 5 years, how many "firm commitment applications" were you able to deliver to HUD within 180 days from the date of the notification of selection letter? Were any time extensions given? If so, explain.
3. Within the last 5 years, how many initial closings have you completed? Of these, how many were completed within 18 months from the date of the notification letter? Explain.
4. Within the last 5 years, how many projects were you able to bring to final closing? Of those, how many were completed within 6 months of construction completion? Explain.
5. Do you attend HUD SuperNOFA Workshops? What was the most recent workshop you attended?
6. Who in the firm will actually be working on the application? What is their experience?

SECTION II. THIS YEAR'S FUNDING

Allocation Areas

The allocations for each local HUD office are divided into units designated for Metropolitan and Non-metropolitan areas.

OREGON ALLOCATION

Note: Includes Oregon, Idaho and three counties in Washington

<u>METRO Counties</u>	
Oregon	Multnomah, Clackamas, Columbia, Washington, Marion, Polk, Lane, Jackson, Yamhill, Benton
Idaho	Ada, Boise, Canyon, Owyhee Gem , Kootenai Bonneville, Jefferson Nez Perce Franklin Bannock, Power
Washington	Clark
<u>NON-METRO Counties</u>	
Oregon	All counties not listed above
Idaho	All counties not listed above
Washington	Klickitat, Skamania

WASHINGTON ALLOCATION

Note: Clark, Klickitat and Skamania Counties are part of the Oregon Allocation

<u>METRO Counties</u>	
Washington	Benton, Franklin, King, Kitsap, Pierce, Snohomish, Spokane Thurston, Whatcom, Island, and Yakima
<u>NON-METRO Counties</u>	
Washington	All other counties

ALASKA ALLOCATION

<u>METRO Areas</u>	
Alaska	CBSA: Anchorage, AK HMFA , Anchorage SA: Matanuska-Susitna Borough, AK HMFA, Matanuska-Susitna, CBSA: Fairbanks, AK MSA, Fairbanks North Star
<u>NON-METRO Counties</u>	
Alaska	Aleutians East, Aleutians West, Bethel, Bristol Bay, Denali, Dillingham, Haines, Juneau, Kenai Peninsula, Ketchikan Gateway, Kodiak Island, Lake and Peninsula, Nome, North Slope, Northwest Arctic, Prince of Wales-Outer Ket, Sitka, Skagway-Hoonah-Angoon, Southeast Fairbanks, Valdez-Cordova, Wade Hampton, Wrangell-Petersburg, Yakutat, Yukon-Koyukuk

Number And Types Of Units

The total number of units allocated to the Region X areas are:

OREGON/IDAHO

Area	Number of Units	Dollar Amount
Metro	42	\$5,311,176
Non-Metro	13	\$1,560,104

WASHINGTON

Area	Number of Units	Dollar Amount
Metro	55	\$8,245,246
Non-Metro	10	\$1,439,496

ALASKA

Area	Number of Units	Dollar Amount
Metro	20	\$4,362,984
Non-Metro	5	\$1,090,746

The actual number of units funded will be subject to the availability of Section 202 Capital Advance and Project Rental Assistance funds unused in other areas.

Any non-revenue producing unit proposed for a project must be included within the total units of an application. For example, if a project is selected for 27 units, it is expected that, if a non-revenue unit (i.e., resident manager's unit) is included, the configuration would be 26 revenue units and 1 non-revenue unit. Additions of non-revenue units at a later stage of processing will not be accepted.

An application for a project will be rejected if it exceeds the maximum number of units available for the local HUD office area or is for less than 5 units per site. If the proposed project will be a scattered-site development, the five unit minimum requirement will apply to each site.

SECTION III. PROJECT REQUIREMENTS

Financial Obligations

Selected applicants receive Capital Advance funding which covers most of the cost of the project; however, the Owner does have some financial obligations. The Sponsor must have the money or have access to money to meet those obligations. The Sponsor makes such a commitment by signing the Form HUD-92042, Sponsor's Resolution for Commitment to Project in Exhibit 8(g) of the application found in Section IV.B.

Sponsors must provide a minimum capital investment of one-half of one percent of the HUD-approved capital advance amount, not to exceed \$10,000, with the following exception. If you, as Sponsor or Co-sponsor, have one or more Section 202 or one or more Section 811 project(s) under reservation, construction, or management in two or more different HUD geographical regions (Hubs), the minimum capital investment shall be one half of one percent of the HUD-approved capital advance amount, not to exceed \$25,000. This amount will be returned to the Owner if the project reaches final closing within a reasonable period after construction is completed. Funds for this minimum capital investment may not be borrowed, nor may letters of credit be used.

Additional funds may be required as follows:

1. Front-end money for expenses prior to the initial closing of the project. This will include such items as architect fees, survey fees, appraisal, etc. Most of these items will be reimbursed after initial closing.
2. Incremental development and operational cost of project costs of amenities not eligible to be included in the capital advances or the project rental assistance contract.
3. Necessary off-site drives, road improvements, walkways, etc., which may not be included in the capital advance.
4. Demolition of structures on the site.
5. Unforeseen expenses incurred during construction or operation of the project.
6. Supportive services.

Relocation

All HUD-assisted programs are subject to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and the implementing government-wide regulation at 49 CFR part 24, and 24 CFR 891.555(e). The URA's protections and assistance apply to acquisitions of real property and displacements resulting from acquisition, rehabilitation, or demolition of real property for federal or federally assisted programs or projects. Please see the General Section - Federal Register published December 29, 2008, page 79552 and the 202 NOFA.

Evidence of compliance with this advance notice requirement must be included in Exhibit 4(d)(iv) of your application. An appraisal is not required to meet this requirement; however, your files must include an explanation, with reasonable evidence, of the basis for the estimate. PLEASE NOTE – A certification for this requirement is not sufficient. Evidence must be submitted to meet this requirement.

When the acquired property is currently or has been occupied or leased by any person or business, relocation requirements are a consideration. The only exception would be a property listed for sale, occupied by owners, if they receive the required notice. Relocation requirements are very technical and complicated. Accordingly, if the site of a proposed project is occupied, the applicant should contact the HUD Office Relocation Specialist before the application is submitted. Relocation can be very expensive, particularly if it is not planned and conducted in an efficient, timely manner.

Management And Maintenance Services

The project's owner is required to provide (or contract to have provided) all the management and maintenance services typical in the area for the type of housing contemplated.

Supportive Service Plans

In addition to housing, appropriate supportive services must be provided for Section 202 housing residents, especially for the frail elderly. Applicants are required to include a Supportive Services Plan describing the supportive services proposed for the anticipated occupants, including an accounting of the public or private funds expected to fund the proposed services and an explanation of the manner in which the services will be provided to the proposed residents (see Exhibit 5 in Section IV.B. of the 202 NOFA). Residents are not required to accept any supportive services as a condition of occupancy or admission.

Environmental Concerns – Specific To Region X

Under 24 CFR Part 50, HUD has the responsibility for conducting the environmental reviews. HUD will commence the environmental review of each project upon receipt of the completed application. However HUD cannot approve any site unless it first completes the environmental review and finds that the site meets its environmental requirements **within the time period allocated for application processing**. To better understand the type of information HUD needs for its preparation of the environmental review, the information requests that HUD may make to applicants, and the criteria that HUD uses to determine the environmental acceptability of a site, please go to the following web site to view the HUD form 4128, including the Sample Field Notes Checklist, which HUD uses to record the environmental review:

<http://www.hud.gov/offices/adm/hudclips/forms/files/4128.pdf>

The following outlines information needed in order to complete the environmental review in Region X:

Historic Preservation/Section 106 compliance

The applicant is required to send a letter to the State/Tribal Historic Preservation Officer (SHPO/THPO) to initiate consultation with their office and request a review of your determinations and findings with respect to the historical significance of your proposed project. A sample letter to the SHPO/THPO that you may adapt for your use is available on HUD's website at <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>. You must include a copy of your letter to the SHPO/THPO in your application and copy of the response letter(s) received from the SHPO/THPO or a statement that you have not received a response letter(s) from the SHPO/THPO. See Attachment III for a list of State Historic Preservation Offices (SHPO).

Washington State: Please use form EZ-1 for new construction and form EZ-2 and/or EZ-3 for rehab of existing facilities in lieu of the sample SHPO letter on the Section 202 Program NOFA webpage. Find the forms here: <http://www.dahp.wa.gov/pages/Documents/EnvironmentalReview.htm>

Oregon: Please contact SHPO to determine the appropriate form to use for your project.
http://www.oregon.gov/OPRD/HCD/SHPO/preservation_106.shtml

Idaho and Alaska: Please use sample SHPO letter that can be found on the HUD Funds Available web site at: <http://www.hud.gov/offices/adm/grants/nofa09/grpsec202e.cfm>

Contacting Tribes for Historic and Cultural Resources

All states: In the Northwest, HUD must contact tribes for all ground disturbing activities. As such, HUD will contact tribes once applications are received. To assist HUD in this process, please attach to the application the sample SHPO/THPO Letter that can be found on the Program NOFA webpage at: <http://www.hud.gov/offices/adm/grants/nofa09/grpsec202e.cfm>

Include in the attached letter the following information about the project:

- Description of project and area that it may affect (area of potential affect) (*example: The proposed project is located within the new Hope VI redevelopment project in the White Center area of Seattle*)
- What HUD funds will be used for, what other funds are in the project. (*Example: The HUD funds will be used for site purchase and construction costs of an 82-unit apartment building.*)
- Current description of project.
- Street address and legal address (Section/Township/Range).
- Pictures and a topozone map of the site.

Endangered Species Act

The Program NOFA and General Section indicate compliance with Endangered Species laws is necessary. Two separate Federal Agencies are in charge of Endangered Species clearance: the U.S. Fish & Wildlife, and the National Marine Fisheries Service. In Western Washington, these agencies require a Biological Assessment be submitted. If your site is located in Western Washington and the application package does not contain a Biological Assessment, HUD cannot obtain the required clearance from those agencies and we cannot comply with the law.

Western Washington: Projects should follow the Endangered Species Protocol found at <http://www.hud.gov/local/shared/working/r10/mf/endangeredspeciesprotocol.pdf>

All Region X states: Projects should include a species list for their project and a discussion of efforts to reduce impacts, particularly with respect to storm water runoff.

Sole Source Aquifers

All Region X states: Please determine if your project will be located on a sole source aquifer or stream flow source area using the following links:

http://www.epa.gov/safewater/sourcewater/pubs/qrg_ssamap_reg10.pdf

[http://yosemite.epa.gov/r10/water.nsf/b1edf256c3d7d444882567e600623096/da11293f2c13369088257110006be3a9/\\$FILE/Troutdale%20SSA%20Support%20Doc.pdf](http://yosemite.epa.gov/r10/water.nsf/b1edf256c3d7d444882567e600623096/da11293f2c13369088257110006be3a9/$FILE/Troutdale%20SSA%20Support%20Doc.pdf)

If your site is on one of these areas, please complete and submit the following checklist (including backup documentation) with your application.

<http://www.hud.gov/local/shared/working/r10/environment/aquifers.doc>

Coastal Zone Management

Western Washington State: Please follow the Coastal Zone Management Protocol found at: <http://www.hud.gov/local/shared/working/r10/mf/coastalzonemgmt.pdf>

More Information

Additional information about these and other environmental issues that make up the environmental review can be found on the Region X environmental webpage:

<http://www.hud.gov/local/shared/working/r10/environment/index.cfm?state=wa>

Please read the Program NOFA and General Section carefully and provide a copy to your third party professionals (Environmental Specialist, Biologist, etc.) for them to read before completing their report. The NOFA requirements change in subtle ways from year to year. If a report is prepared based on a prior year's instructions, new requirements may be missed and the application may be rejected.

If the proposed project's site contains wetlands, is in the 100-year flood plain, or is near salmon producing streams, contact the following HUD staff appraiser to determine what can be done to ensure that timeframes are met: **Region X - Paul Rose at (206) 220-5202**

Consolidated Plan

Each applicant must submit a Certification of Consistency with the Consolidated Plan, Form HUD-2991, for the jurisdiction in which the proposed project will be located. The certification must be made by the local government if that local government is required by HUD to have a Consolidated Plan. If the local government does not have a consolidated plan, may the certification be made by the State. **All certifications must be made by the public official responsible for submitting the Plan to HUD.**

See Attachment II for list of jurisdictions in Region X with Consolidated Plans.

Single Point Of Contact (Spoc)

The Section 202 Program and funding opportunity is subject to Executive Order (EO) 12372, "Intergovernmental Review of Federal Programs". The Order allows each State to designate an entity to perform the function of coordination and review of proposed Federal final assistance projects.

NOTE: No states in Region X (Alaska, Idaho, Oregon and Washington) participate in the Executive Order (EO) 12372 (SPOC) program.

Logic Model

The Program Outcome Logic Model, Form HUD-96010 has taken on a more significant role not only in the application but also through the development process. The Logic Model in exhibit 8i must list the major development stages for the project with associated measures that must be met in order to get the project to initial closing and start of construction within the 18-month fund reservation period, full completion of the project, and final closing. Note that a pdf version of the Logic Model will not be accepted.

If the project is funded the Logic Model will capture information in two stages. The first will relate data on initial closing, construction, and final closing. The second stage will require the Owner to submit a completed for HUD-96010, Logic Model on an annual basis. Because the model will be used for the life of the project it is important to ensure that the Logic Model accurately reflects the applicant's proposed plan.

For more information on the Logic Model, please review the SuperNOFA Logic Model (Grantees) webcast of February 17, 2009 for more information. A link the webcast is <http://www.hud.gov/webcasts/archives/nofa09.cfm>.

Energy Conservation –Recommended

HUD has adopted a wide-ranging action plan for improving energy efficiency in all programs areas – including the Section 202 Program. Although it is not a requirement, applicants are encouraged to promote energy efficiency in design and operation of the proposed project and applications will receive one point if applicant describes plans for doing so in the proposed project.

Please check out the following web sites for more information:

FHA Multifamily

<http://www.hud.gov/energystar/fhamulti.cfm>

Energy Star: Saving Money and Energy in HUD Assisted and HUD-Financed Housing

<http://www.hud.gov/energystar/housingindustry.cfm>

For local information, please see ATTACHMENT IV of this Local Packet.

SECTION IV. SUBMISSION REQUIREMENTS FOR A SECTION 202 FUND RESERVATION

Applicants are required to submit an electronic application unless they receive a waiver of the requirement. See the General Section and the 202 NOFA for information on electronic application submission, procedures for requesting a waiver, and timely submission and receipt requirements. All information required to complete and return a valid application is included in the General Section and the specific program NOFA, including other related documents. Applicants may download the application and instructions from the Grants.gov website at http://www.Grants.gov/applicants/apply_for_grants.jsp.

If you have difficulty accessing the information you may call the Grants.gov Support Desk toll free at (800) 518-GRANTS or email your questions to Support@Grants.gov

Content And Form Of Application Submission

The application for a Section 202 Capital Advance consists of four (4) parts with a total of eight (8) Exhibits. These are described in the Section 202 NOFA. There are also Five Rating Factors in which HUD will rate all eligible applications. They include:

- Rating Factor 1: Capacity of the Applicant and Relevant Organizational Staff (25 Points)
- Rating Factor 2: Need/Extent of the Problem (13 Points)
- Rating Factor 3: Soundness of Approach (45 Points)
- Rating Factor 4: Leveraging Resources (5 Points)
- Rating Factor 5: Achieving Results and Program Evaluation (12 Points)

Bonus- RC/EZ/EC-II (2 Points)

See General Section and <http://www.hud.gov/offices/cpd/economicdevelopment/programs/rc/tour/roundnumber.cfm>

The maximum number of points an application may receive under this program is 102 (with bonus points). An application must receive a minimum of 75 points (without the addition of RC/EZ/EC-II bonus points) to be considered for funding. Please carefully read the factors for award as well as the description of the exhibits in the NOFA before you compile your application.

Faxing Documents

All applicants must complete the facsimile transmittal form (form HUD 96011), even if they are not faxing any documents. In the section of the form titled "Name of Document Transmitting" enter the name of the document or "Nothing Faxed with this Application". Complete the remaining highlighted fields and enter the number of pages faxed or "0" in the section of the form titled "How many pages (including cover) are faxed?" All applicants must move the form to the right side of the Grants.gov application to open and complete the form. Forms on the right side of the application get uploaded as part of the application submission with the forms getting embedded ID numbers. The embedded ID numbers allows HUD to match faxes with application submission.

SECTION V. HOW TO HAVE A WINNING APPLICATION

Suggestions To Improve The Application

Please read, then re-read the NOFA and submit all required exhibits. Most rejected applications are due to the applicant not carefully reading the NOFA.

1. Be quantitative in your exhibits. Include how many, how much, for how long, and so on. For example, say how many years the Sponsor has provided housing, how many units and for how many people (including how many minorities). Be concise and to the point.
2. Respond to all parts of the exhibit description. For example, if the exhibit asks for a description of the applicant's experience with development, physical management, and financial management of projects, be sure to discuss the applicant's experience in all three categories.
3. If the applicant lacks extensive experience providing services to the elderly, consider finding a co-sponsor who does have experience.
4. Have a good site. This includes having a good location, no unusual site improvements existing or needed (for example, fill), and no possible environmental problems. Pay particular attention to the site control requirements. If the requirements are not met, the application will be rejected.
5. Don't assume that the reviewers of the application will know about local conditions, organizations, or local concerns. The reviewers will be housing specialists, without extensive experience with the elderly and may not even be located in the Northwest. Explain everything.
6. For clarity and ease of reference, state the exhibit requirement(s) and/or statement first, and then provide the response.
7. **STUDY ALL THE INFORMATION PROVIDED** (i.e., NOFA, ETC.).

Common Mistakes Made By Sponsors

1. Site control fails to meet the minimum requirements. Read the application requirements carefully. An option agreement must extend at least six months after the application deadline and be renewable. Other conditions also apply.
2. An environmental report is submitted, but it is not a current Phase 1 Environmental Site Assessment. For all 202s, a Phase 1 Environmental Site Assessment is required and it must meet the applicable standard. No substitutes are accepted. Read the NOFA carefully.
3. The applicants experience is not adequately described in the application. Experience should be quantified whenever possible. Give dates and/or length of experience. Describe management as well as development experience. The experience of the service provider, consultant or individual staff or board members does not count towards the applicant's experience.
4. The applicant does not have, or does not describe experience with the elderly. This is an automatic rejection as the applicant is not eligible for the program.
5. If the applicant lacks experience with a project of similar size whether housing or service provision, the applicant would be wise to find a co-sponsor with experience. The co-sponsor must meet all of the same qualifications as the original applicant.

6. Applicant proposes independent living units with shared bathrooms and/or kitchens. This is unacceptable. Each unit in an independent living project must contain a complete kitchen and bathroom.
7. Applicant proposes a scattered site 202 project with only one unit per site. This is not acceptable. An applicant can propose scattered sites as long as each site consists of at least five (5) units and the applicant has site control for all sites.
8. Applicant does not have non-profit status from the Internal Revenue Service or the IRS is still processing its application for that status. The application will be rejected.
9. Applicant does not have a good, experienced consultant.

ATTACHMENT I

**Schedule of Development Cost Limits
States of Alaska, Idaho, Oregon, and Washington
Section 202 Supportive Housing for the Elderly
2009**

ALASKA

HUD CAPITAL ADVANCE LIMITS (Independent Living)			
ELEVATOR CONSTRUCTION			
For use with FY09 Applications - Effective 01/01/09			
ALASKA AREA - BASE CITY ANCHORAGE			
SECTION OF THE ACT	BASE AMT	BR	360%
202 & 811	\$52,862	0	\$190,303
202 & 811	\$60,597	1	\$218,149
202 & 811	\$73,686	2	\$265,270
811 only	\$95,325	3	\$343,170
811 only	\$104,638	4	\$376,697

HUD CAPITAL ADVANCE LIMITS (Independent Living)			
NON-ELEVATOR CONSTRUCTION			
For use with FY09 Applications - Effective 01/01/09			
ALASKA AREA - BASE CITY ANCHORAGE			
SECTION OF THE ACT	BASE AMT	BR	360%
202 & 811	\$50,232	0	\$180,835
202 & 811	\$57,917	1	\$208,501
202 & 811	\$69,849	2	\$251,456
811 only	\$89,409	3	\$321,872
811 only	\$99,605	4	\$358,578

ATTACHMENT I

**Schedule of Development Cost Limits
States of Alaska, Idaho, Oregon, and Washington
Section 202 Supportive Housing for the Elderly
2009**

IDAHO

HUD CAPITAL ADVANCE LIMITS (Independent Living)						
ELEVATOR CONSTRUCTION						
For use with FY09 Applications - Effective 01/01/09						
IDAHO AREAS - BASE CITY BOISE						
SECTION OF THE ACT	BASE AMT	BR	Boise 168%	Coeur D'Alene 163%	ID. Falls 168%	Pocatello 161%
202 & 811	\$52,862	0	\$88,808	\$86,165	\$88,808	\$85,108
202 & 811	\$60,597	1	\$101,803	\$98,773	\$101,803	\$97,561
202 & 811	\$73,686	2	\$123,792	\$120,108	\$123,792	\$118,634
811 Only	\$95,325	3	\$160,146	\$155,380	\$160,146	\$153,473
811 Only	\$104,638	4	\$175,792	\$170,560	\$175,792	\$168,467

HUD CAPITAL ADVANCE LIMITS (Independent Living)						
NON - ELEVATOR CONSTRUCTION						
For use with FY09 Applications - Effective 01/01/09						
IDAHO AREAS - BASE CITY BOISE						
SECTION OF THE ACT	BASE AMT	BR	Boise 168%	Coeur D'Alene 163%	ID. Falls 168%	Pocatello 161%
202 & 811	\$50,232	0	\$84,390	\$81,878	\$84,390	\$80,874
202 & 811	\$57,917	1	\$97,301	\$94,405	\$97,301	\$93,246
202 & 811	\$69,849	2	\$117,346	\$113,854	\$117,346	\$112,457
811 only	\$89,409	3	\$150,207	\$145,737	\$150,207	\$143,948
811 only	\$99,605	4	\$167,336	\$162,356	\$167,336	\$160,364

Boise: Ada, Boise, Canyon, Elmore, Gem, Owyhee, Payette, Washington

Coeur d'Alene: Benewah, Bonner, Boundary, Clearwater, Idaho, Kootenai, Latah, Lewis, Nez Perce, Shoshone

Idaho Falls: Adams, Bingham, Bonneville, Butte, Clark, Custer, Fremont, Jefferson, Lemhi, Madison, Teton, Vally

Pocatello: Bannock, Bear Lake, Blaine, Camas, Caribou, Cassia, Franklin, Gooding, Jerome, Lincoln, Minidoka, Oneida, Power Twin Falls

ATTACHMENT I

**Schedule of Development Cost Limits
States of Alaska, Idaho, Oregon, and Washington
Section 202 Supportive Housing for the Elderly
2009**

OREGON

HUD CAPITAL ADVANCE LIMITS (Independent Living)						
ELEVATOR CONSTRUCTION						
For use with FY09 Applications - Effective 01/01/09						
OREGON AREAS - BASE CITY PORTLAND						
			Portland	Bend	Coos Bay	Eugene
SECTION OF THE ACT	BASE AMT	BR	217%	217%	209%	215%
202 & 811	\$52,862	0	\$114,711	\$114,711	\$110,482	\$113,653
202 & 811	\$60,597	1	\$131,495	\$131,495	\$126,648	\$130,284
202 & 811	\$73,686	2	\$159,899	\$159,899	\$154,004	\$158,425
811 Only	\$95,325	3	\$206,855	\$206,855	\$199,229	\$204,949
811 Only	\$104,638	4	\$227,064	\$227,064	\$218,693	\$224,972

HUD CAPITAL ADVANCE LIMITS (Independent Living)						
NON - ELEVATOR CONSTRUCTION						
For use with FY09 Applications - Effective 01/01/09						
OREGON AREAS - BASE CITY PORTLAND						
			Portland	Bend	Coos Bay	Eugene
SECTION OF THE ACT	BASE AMT	BR	217%	217%	209%	215%
202 & 811	\$50,232	0	\$109,003	\$109,003	\$104,985	\$107,999
202 & 811	\$57,917	1	\$125,680	\$125,680	\$121,047	\$124,522
202 & 811	\$69,849	2	\$151,572	\$151,572	\$145,984	\$150,175
811 only	\$89,409	3	\$194,018	\$194,018	\$186,865	\$192,229
811 only	\$99,605	4	\$216,143	\$216,143	\$208,174	\$214,151

Portland: Clark & Skamania in WA, Clackamas, Columbia, Multnomah, Washington, Yamhill

Bend: Klickitat in WA, Oregon counties east of the Cascade Mountains

Coos Bay: Clatsop, Coos, Curry, Lincoln, Tillamook and portions of Douglas and Lane west of the Coast Range Mountains.

Eugene: Benton, Jackson, Josephine, Linn, Marion, Polk and those portions of Douglas and Lane east of the Coast Range Mountains.

ATTACHMENT I

**Schedule of Development Cost Limits
States of Alaska, Idaho, Oregon, and Washington
Section 202 Supportive Housing for the Elderly
2009**

WESTERN WASHINGTON – SEATTLE

HUD CAPITAL ADVANCE LIMITS (Independent Living)								
ELEVATOR CONSTRUCTION								
For use with FY09 Applications - Effective 01/01/09								
WASHINGTON AREAS - BASE CITY SEATTLE								
SECTION OF THE ACT	BASE AMT	BR	AREA 1 248%	AREA 2 233%	AREA 3 233%	AREA 4 248%	AREA 5 222%	AREA 6 248%
202 & 811	\$52,862	0	\$131,098	\$123,168	\$123,168	\$131,098	\$117,354	\$131,098
202 & 811	\$60,597	1	\$150,281	\$141,191	\$141,191	\$150,281	\$134,525	\$150,281
202 & 811	\$73,686	2	\$182,741	\$171,688	\$171,688	\$182,741	\$163,583	\$182,741
811 Only	\$95,325	3	\$236,406	\$222,107	\$222,107	\$236,406	\$211,622	\$236,406
811 Only	\$104,638	4	\$259,502	\$243,807	\$243,807	\$259,502	\$232,296	\$259,502

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HUD CAPITAL ADVANCE LIMITS (Independent Living)								
NON - ELEVATOR CONSTRUCTION								
For use with FY09 Applications - Effective 01/01/09								
WASHINGTON AREAS - BASE CITY SEATTLE								
SECTION OF THE ACT	BASE AMT	BR	AREA 1 248%	AREA 2 233%	AREA 3 233%	AREA 4 248%	AREA 5 222%	AREA 6 248%
202 & 811	\$50,232	0	\$124,575	\$117,041	\$117,041	\$124,575	\$111,515	\$124,575
202 & 811	\$57,917	1	\$143,634	\$134,947	\$134,947	\$143,634	\$128,576	\$143,634
202 & 811	\$69,849	2	\$173,226	\$162,748	\$162,748	\$173,226	\$155,065	\$173,226
811 only	\$89,409	3	\$221,734	\$208,323	\$208,323	\$221,734	\$198,488	\$221,734
811 only	\$99,605	4	\$247,020	\$232,080	\$232,080	\$247,020	\$221,123	\$247,020

Area 1: King, Snohomish, Pierce, Kitsap
Area 2: Clallam, Jefferson
Area 3: Skagit, Island, Whatcom, San Juan

Area 4: Thurston, Mason, Lewis
Area 5: Cowlitz, Wahklalum
Area 6: Grays Harbor, Pacific

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ATTACHMENT I

**Schedule of Development Cost Limits
States of Alaska, Idaho, Oregon, and Washington
Section 202 Supportive Housing for the Elderly
2009**

EASTERN WASHINGTON – SPOKANE

HUD CAPITAL ADVANCE LIMITS (Independent Living)							
ELEVATOR CONSTRUCTION							
For use with FY09 Applications - Effective 01/01/09							
WASHINGTON AREAS - BASE CITY SPOKANE							
SECTION OF THE ACT	BASE AMT	BR	AREA 1	AREA 2	AREA 3	AREA 4	AREA 5
			196%	198%	204%	204%	204%
202 & 811	\$52,862	0	\$103,610	\$104,667	\$107,838	\$107,838	\$107,838
202 & 811	\$60,597	1	\$118,770	\$119,982	\$123,618	\$123,618	\$123,618
202 & 811	\$73,686	2	\$144,425	\$145,898	\$150,319	\$150,319	\$150,319
811 Only	\$95,325	3	\$186,837	\$188,744	\$194,463	\$194,463	\$194,463
811 Only	\$104,638	4	\$205,090	\$207,183	\$213,462	\$213,462	\$213,462

HUD CAPITAL ADVANCE LIMITS (Independent Living)							
NON - ELEVATOR CONSTRUCTION							
For use with FY09 Applications - Effective 01/01/09							
WASHINGTON AREAS - BASE CITY SPOKANE							
SECTION OF THE ACT	BASE AMT	BR	AREA 1	AREA 2	AREA 3	AREA 4	AREA 5
			196%	198%	204%	204%	204%
202 & 811	\$50,232	0	\$98,455	\$99,459	\$102,473	\$102,473	\$102,473
202 & 811	\$57,917	1	\$113,517	\$114,676	\$118,151	\$118,151	\$118,151
202 & 811	\$69,849	2	\$136,904	\$138,301	\$142,492	\$142,492	\$142,492
811 only	\$89,409	3	\$175,242	\$177,030	\$182,394	\$182,394	\$182,394
811 only	\$99,605	4	\$195,226	\$197,218	\$203,194	\$203,194	\$203,194

Area 1: Spokane, Pend Oreille, Stevens, Ferry, Lincoln
Area 2: Chelan, Douglas, Okanogan
Area 3: Yakima, Kitties

Area 4: Benton, Franklin, Adams, Grant
Area 5: Walla Walla, Columbia, Garfield, Aston, Whitman

ATTACHMENT II

CONSOLIDATED PLAN CONTACTS – ALASKA

(Note: This is a listing of contacts for information on Consolidated Plans. However, Form HUD-2991, "Certification of Consistency with the Consolidate Plan" must be signed by the public official responsible for submitting the Plan to HUD. That may or may not be the person shown below.)

Municipality of Anchorage

Tyler Robinson, Manager
Community Development Division
Department of Neighborhoods
Municipality of Anchorage
P.O. Box 196650
Anchorage, AK 99519-4309
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Fax: (907) 343-6831

Corrine O'Neill, Planner
Department of Neighborhoods
Municipality of Anchorage
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Fairbanks

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State of Alaska

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Fax: (907) 338-2585
mromick@ahfc.state.ak.us

Kris Duncan, Planner
Planning and Program Development
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Lona Hammer, Planner
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Anchorage, AK 99510-1020
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lhammer@ahfc.state.ak.us

CONSOLIDATED PLAN CONTACTS – IDAHO

(Note: This is a listing of contacts for information on Consolidated Plans. However, Form HUD-2991, "Certification of Consistency with the Consolidate Plan" must be signed by the public official responsible for submitting the Plan to HUD. That may or may not be the person shown below.)

City of Boise

AnaMarie Guiles, Assistant Program Administrator
City of Boise
1025 South Capitol Blvd
Boise, ID 83706-3000
(208) 384-4158 x123
FAX (208) 384-4195
akesling@cityofboise.org

State of Idaho

Julie Williams, Senior Vice President, Community Housing Services
Idaho Housing & Finance Association
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Boise, ID 83707-1899
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Dennis Porter, Program Manager
Rural and Community Development Division
Idaho Dept. of Commerce
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Boise, ID 83720-0093
(208) 334-2650 x 2145
FAX (208) 334-2631
dennis.porter@ci.idaho.gov

City of Coeur d'Alene

Renata McLeod, Project Coordinator
710 East Mullan
Coeur d'Alene, ID 83814
(208) 666-5741
FAX (208) 769-2366
renata@cdaid.org

City of Idaho Falls

Jan P. Blickenstaff, Grants Administrator
City of Idaho Falls
POB 50220
Idaho Falls, ID 83405-0220
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FAX (208) 612-8520
jblickensfaff@ci.idaho-falls.id.us

City of Lewiston

Laura Von Tersch, Director
Department of Community Development
City of Lewiston
POB 617
Lewiston, ID 83501
(208) 746-1318 x 265

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City of Meridian

Matt Ellsworth, Grant Administrator
City of Meridian Planning Department
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Meridian, Idaho 83642
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FAX (208) 888-6854
mellsworth@meridiacity.org

City of Nampa

Jennifer Nye-Yost, Community Development Program Manager
411 3rd Street South
Nampa, ID 83651
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FAX 208-468-4429 (fax)
208-249-5195 (cell)
nyej@cityofnampa.us

City of Pocatello

Lee Ann Dutton, Division Manager
Neighborhood and Community Services Division
City of Pocatello
911 North 7th Ave.
Pocatello, ID 83201
(208) 234-6186
FAX (208) 234-6296
ldutton@pocatello.us

CONSOLIDATED PLAN CONTACTS – OREGON

(Note: This is a listing of contacts for information on Consolidated Plans. However, Form HUD-2991, "Certification of Consistency with the Consolidate Plan" must be signed by the public official responsible for submitting the Plan to HUD. That may or may not be the person shown below.)

City of Ashland

Brandon Goldman, Senior Planner
20 East Main Street
Ashland, OR 97520
(541) 552-2076
FAX (541) 552-2050
BrandonG@ashland.or.us

City of Beaverton

Andrea Lindberg, CDBG/HOME Project Coordinator
City of Beaverton
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Beaverton, OR 97076-4755
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City of Bend

Jim Long, CDBG/Affordable Housing Manager
POB 431
Bend, OR 97709
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Clackamas County

Chuck Robbins, Director
Clackamas County Community Development
2051 Kaen Road, Suite 245
Oregon City, OR 97045-1284
(503) 655-8591
FAX (503) 655-8563
chuck@co.clackamas.org.us

City of Corvallis

Kent Weiss, Housing Division Manager
City of Corvallis
560 SW Madison Avenue
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Corvallis, OR 97339-1083
(541) 766-6944 x 4
FAX (541) 766-6946
kent.weiss@ci.corvallis.or.us

City of Eugene

Stephanie A. Jennings, Grants Manager, Community Development Division
City of Eugene
99 West 10th Avenue
Eugene, OR 97401
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Fax (541).682-5572
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City of Gresham

Elaine Fultz, Associate Planner
City of Gresham
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1333 NW Eastman Parkway
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City of Hillsboro

Debbie Raber, Planning Supervisor
Department of Planning
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Hillsboro, OR 97123
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City of Medford

Louise Dix
Neighborhood Resource Coordinator
City of Medford
411 W. 8th Street, Room 312
Medford, OR 97501
(541) 774-2090
FAX (541) 774-2522
Louise.dix@ci.medford.or.us

Multnomah County

Carol Cade, Program Development Technician
421 SW Oak Street, #200
Portland, OR 97204-1810
(503) 988-6295 x26598
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State of Oregon

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City of Portland

Beth Kaye, Program Manager
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City of Salem

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State of Oregon

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City of Springfield

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Washington County

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CONSOLIDATED PLAN CONTACTS – WASHINGTON

(Note: This is a listing of contacts for information on Consolidated Plans. However, Form HUD-2991, "Certification of Consistency with the Consolidate Plan" must be signed by the public official responsible for submitting the Plan to HUD. That may or may not be the person shown below.)

State of Washington (CDBG)

Mr. Bill Cole, Managing Director
Local Government Division, Community Development Programs Unit
Department of Community, Trade, and Economic Development
128 – 10th Avenue SW
Olympia, WA 98504-8350
Phone: 360-725-3005
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State of Washington (CDBG)

Ms. Claire Billings
Managing Director
Local Government Division, Contracts Administration Unit
Department of Community, Trade, and Economic Development
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State of Washington (CofC)

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Supervisor Housing Assistance Unit
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State of Washington (HOPWA/ESG)

Ms. Mollie Gaspar, Program Manager
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State of Washington (HOME)

Mr. Doug Hunter
HOME Program Manager
Department of Community, Trade, and Economic Development
128 – 10th Avenue SW
Olympia, WA 98504-8350
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Email: dough@cted.wa.gov
Entitlement Contacts

City of Anacortes (NEW) (CDBG)

Mr. Ryan Larson
Director of Planning/Community Development
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Anacortes, WA 98221-
Phone: 360-299-1942
Fax: 360-293-1938
Email: ryanl@cityofanacortes.org

City of Anacortes

JoAnne Stewart
Legal Secretary
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Anacortes, WA 98221
Phone: 360-293-1907
Email: Joannes@cityofanacortes.org

Auburn (CDBG)

Mr. Michael Hursh
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City of Bellevue (CDBG)

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City of Bellevue (CDBG)

Mr. Camron Parker
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City of Bellingham (CDBG/HOME)

Mr. David M. Cahill, Manager
Division of Community Development
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City of Bremerton (CDBG/HOME)

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City of Everett

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Everett, WA 98201
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City of Everett (CDBG)

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City of Kennewick

Mr. Kevin Ferguson
Assistant City Manager
210 West Sixth Avenue
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(509) 585-4238
FAX (509) 585-4445
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City of Kennewick (CDBG)

Ms. Carol Hughs Evans
CDBG Coordinator
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City of Kent (CDBG/HOME)

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City of Lakewood (CDBG)

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City of Lakewood

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City of Longview

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City of Longview (HOME) (CDBG)

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Olympia (CDBG/HOME)

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City of Pasco

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City of Pasco (CDBG)

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City of Richland

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City of Richland (CDBG & HOME Consortium)

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City of Seattle (CDBG)

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City of Seattle (ESG)

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City of Spokane

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City of Spokane (HOME/ADDI)

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City of Yakima

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Clark County (CDBG/HOME)

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King County

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King County (HOME/ADDI)

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Kitsap County (CDBG/HOME)

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Snohomish County (CDBG/HOME/ESG)

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Spokane County (CDBG/HOME/ADDI)

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Thurston County (HOME Consortium)

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ATTACHMENT III

STATE HISTORIC PRESERVATION OFFICES (SHPO) – FY 2009

ALASKA

Ms. Judith Bittner
Attn: Doug
Department of Natural Resources
550 W. 7th Avenue, Suite 1310
Anchorage, AK 99501-3565
(907) 269-8726
FAX (907) 269-8908
@dnr.state.ak.us

Submit a letter that includes the following:

1. Project description
2. Location map
3. Identification of any buildings
4. Exterior photos (if available)
5. Any Archeological Surveys
6. Age of any buildings

IDAHO

Ms. Suzi Pengilly
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OREGON

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Fax: (503) 986-0793
Email roger.roper@state.or.us
website: www.shpo.state.or.us
oregonheritage.org (look for historic preservation)

WASHINGTON

Dr. Allyson Brooks
State Historic Preservation Officer
Office of Archaeology and Historic Preservation
Washington State Dept. of Community, Trade, and
Economic Development (DAHP)
Attn: Rob Whitlam (360) 586-3080
Or Russel Holter (360) 586-3533
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Olympia, Washington 98504-8343
Office – (360) 586-3065
Rob.whitlam@dahp.wa.gov
Russell.holter@dahp.wa.gov
Website:
www.dahp.wa.gov

Easy forms and information on letter to be sent to
SHPO can be found at:
[www.dahp.wa.gov/pages/documents/environmental
review.htm](http://www.dahp.wa.gov/pages/documents/environmentalreview.htm)

ENERGY CONSERVATION RESOURCES

ATTACHMENT IV

Below is a list of resources useful for designing energy efficiency in your Section 202 or 811 housing project.

HUD Handbooks

(<http://www.hud.gov/offices/adm/hudclips/index.cfm>)

HANDBOOK 4350.1 REV-1 "Multifamily Asset Management and Project Servicing."

Chapter 12 – ENERGY CONSERVATION. Particularly Section 3-5 and appendices.

HANDBOOK 4571.3 REV-1 "Section 202 Supportive Housing for the Elderly."

Paragraph 1-6A-6 explains the incentive for energy efficiency features for both 202 and 811 projects.

Building /Energy Codes

Oregon

2007 OREGON STRUCTURAL SPECIALTY CODE (OSSC) - Chapter 13 effective 4/01/2007

Washington

WASHINGTON STATE ENERGY CODE effective July 1, 2007
Chapters 51-11 WAC

Idaho

INTERNATIONAL BUILDING CODE – 2003 edition

Alaska

INTERNATIONAL BUILDING CODE
Or if Alaska Housing Finance Corporation is participating, then:

ALASKA BUILDING ENERGY EFFICIENCY STANDARD

(Commonly called **BEES**) Second Printing
January 1, 2002

Energy - General Sources of Information

U.S. Department of Energy:
<http://www.energy.gov>

Washington State University Extension
Energy Service - EnergyIdeas Clearinghouse:
<http://www.energyideas.org>

Energy efficiency information from the City of Seattle:
http://www.seattle.gov/DPD/Codes/Energy_Code/Overview/info_link.asp

Sustainable building information from the City of Portland, Oregon:
<http://www.portlandonline.com/osd/index.cfm?c=42133>

Green building design information from the U.S Green Building Council:
<http://www.usgbc.org/>

HUD's Energy Star Program

HUD's Energy Star web site:
<http://www.hud.gov/energy/>

HUD Senior Housing & Energy Star:
<http://www.hud.gov/energystar/sh.cfm>

HUD Energy Star for Property Managers:
<http://www.hud.gov/energystar/propertymanagers.cfm>

HUD Energy Star for Developers:
<http://www.hud.gov/energystar/developers.cfm>

HUD Energy Star & FHA Multifamily:
<http://www.hud.gov/energystar/fhamulti.cfm>

Bimonthly newsletter:
<http://www.hud.gov/energy/library/newsletters/april2007.cfm>

HUD's Archive of Online Energy and Environmental Training

<http://www.hud.gov/webcasts/archives/envirhealth.cfm>

(UPDATED – August 19, 2009)