



Oregon

Housing and Community Services

John A. Kitzhaber, MD, Governor

North Mall Office Building
725 Summer St NE, Suite B
Salem, OR 97301-1266
PHONE: (503) 986-2000
FAX: (503) 986-2020
TTY: (503) 986-2100
www.ohcs.oregon.gov

July 11, 2013

To: State Housing Council

From: Julie V. Cody, Program Delivery Administrator

Re: Selection Committee Recommendations for Multifamily Housing Finance Notices of Funds Availability (NOFA)

As discussed with you over the past several months, the new Multifamily NOFA process will emphasize attainment of public policy objectives in substantially new ways. An important element of this new process is the manner in which competitive applications will be evaluated and scored. As a Council, you have expressed strong interest in the structure and composition of possible evaluation panels, as have our many housing development partners. This memo is to inform you of the recommended structure which I believe meets needs as we have heard them expressed throughout our public dialogue and can be adequately staffed by OHCS leadership.

As noted in the NOFA materials, project proposals or applications that meet basic application and threshold review criteria will move through to competitive scoring. A single scoring committee will be developed to include Regional Solutions Coordinators, which staff the Regional Solutions Teams and will be reviewing and ranking projects from specific geographic regions in the case of the 9% LIHTC Applications. The Competitive Scoring Committee ("Committee") will rank projects within each region based on need and community impact. The Committee will then make recommendations to the Director for final award decisions. These recommendations may also include a statewide ranking across regions.

Scoring committee members will receive thorough training on the objectives and mechanics of the scoring process, as well as briefings on state and local housing needs as measured and viewed from multiple perspectives. The proposed composition of the scoring committee and regional representation is as follows:

Scoring Committee Members:

Julie Cody – OHCS Program Delivery Administrator

Doug Carlson – HUD Community Planning and Development Director

John Mullin – Oregon Law Center, Human Services advocate

Roberta Ando – Housing & Community Services Professional



Regional Solutions Coordinators

Review applications from each region:

1. Metro– Bobby Lee
2. Valley – Jamie Damon (or Dick Townsend/Mark Ellsworth)
3. Central & Eastern – Annette Liebe (or Scott Fairley)
4. Southern – Jeff Griffin

The Competitive Scoring Committee:

In early September 2013 the Scoring Committee will receive the following information and training:

- Members will meet with OHCS Team for orientation/training/protocol
- Members will meet with OHCS Team & Regional Representatives to receive detailed presentations of regional housing and poverty data, including:
 - Regional Housing Profiles (published by OHCS)
 - Regional Poverty Profiles (published by DHS and OHCS)
 - Regional Economic Profiles (published by OED)

Project Evaluation & Scoring:

From September 19th to October 11th

Application Ranking Process:

- Funds are reserved on a competitive basis to Projects of qualifying Applicants that first, pass the Application Review; second, meet the minimum project qualifications; third, meet the minimum threshold requirements; and fourth, score and rank the highest in overall scoring.
- 9% LIHTC Applications are ranked within each Geographic Region. Applications with the highest overall score within each Geographic Region will be given a Reservation Commitment for LIHTC's and other related Department funding until the balance of available LIHTCs or other Department funding sources are insufficient to support any other Applications within the Geographic Region.
- If there are remaining LIHTCs in any of the Geographic Regions, the remaining LIHTCs will be pooled, along with any remaining Department funding sources, for further consideration of unfunded Applications. Applications will then be ranked by overall score and additional reservations may be issued until the balance of available LIHTCs or other Department funding sources are insufficient to support any other Applications. In the event of a tie throughout the ranking process, Tie Breaking Rules will be applied.

- If LIHTCs and/or other Department funding sources outlined in the 9% LIHTC NOFA remain after the 9% LIHTC Reservation processes are complete, the Department may choose, at its sole discretion to not make a reservation commitment of any resources or part of any remaining resources, or it may decide to allocate remaining resources to the HOME NOFA to fully fund additional Projects.
- HOME Applications are ranked on a statewide basis. Applications with the highest overall score will be given a Reservation Commitment for HOME funds and other related Department funding until the balance of available HOME funds or other Department funding sources are insufficient to support any other Applications.
- If HOME funds and/or other Department funding sources outlined in the HOME NOFA remain after the HOME funds Reservation processes are complete, the Department may choose, at its sole discretion to not make a reservation commitment of any resources or part of any remaining resources, or it may decide to allocate remaining resources to the 9% LIHTC NOFA to fully fund additional Projects.

Tie Breaking Rule: If the total evaluation scores of two or more Applications result in a tie and LIHTC or HOME availability is insufficient to fund all tied Applications, the following scores, in order of priority, will break the tie:

Priority 1: Projects that score the highest in Impact of Project.

Priority 2: Projects that score the highest in Need for Project.

- Individual member scoring and rationale will be reviewed and discussed by each regional committee
- Final ranking will be established for regions with respect to 9% LIHTCs and statewide with respect to HOME funds; as well as recommendations for projects that may be funded from balance of funds
- Award recommendations will be made to OHCS Director

The final selection for Reservations, if any, will be of those Applications that best meet the competitive scoring requirements set forth in this NOFA, based on the recommendation from the Scoring Committee, as approved by the Director and the Housing Council, and as required by the Funding Sources applicable to the various Applications.

Summary score sheets will be provided to applicants for full transparency.

Hopefully this provides you with the comprehensive look at the processes from now until October. I know you are all interested in all these moving pieces, and your continued support and engagement are very much appreciated. As always, I welcome your thoughts and suggestions.

Best regards to all,

Julie V. Cody

Julie V. Cody, Administrator
Program Delivery Division