



# ILLINOIS HOUSING DEVELOPMENT AUTHORITY

## HAF HOME REPAIR PROGRAM (HAFHR)

### APPLICATION GUIDE

#### **SUBMISSION DEADLINE:**

**MONDAY, JULY 31, 2023, 3:00 P.M. CT**

Submit completed application and attachments  
electronically through this Jotform link:

<https://form.jotform.com/231625135095049>

For questions and comments please contact [HAFrepair@ihda.org](mailto:HAFrepair@ihda.org)



# HAF HOME REPAIR PROGRAM (HAFHR) REQUEST FOR APPLICATION

## APPLICATION GUIDE

### PROGRAM DESCRIPTION

The HAFHR will award grants to nonprofits and/or governmental entities to make home repair grants to homeowners negatively impacted – and housing insecure – as a result of the pandemic and unaddressed home repairs. Eligible repairs include measures to prevent homeowner displacement, such as vital home repairs to maintain the habitability of a home, including the reasonable addition of habitable space to alleviate overcrowding (i.e., adding an extra bedroom, bathroom, or an Accessory Dwelling Unit (ADU)). The scope of the home repair work will be determined by the grantee, in consultation with the homeowner. Work will be completed as per state and local building codes. Payments will be made directly to contractors by the grantees, on behalf of the homeowner. Funds will not have to be paid back and the program will be free to homeowners.

### ELIGIBLE ORGANIZATIONS

Nonprofit and/or governmental entities with demonstrated experience in owner occupied home repair, including, but not limited to, marketing the program, qualifying and selecting homeowners, maintaining a waitlist, preparing scope of work and cost estimates, managing bids, repair work oversight, performing onsite inspections, grant management and payouts, and reporting according to federal and state standards.

### TARGET POPULATION

Illinois homeowners having incomes equal to or less than 150 percent of the area median income; however, grantees will be encouraged to focus on serving homeowners in low-income and disadvantaged communities that have been denied equal access to private capital for decades.

### HOMEOWNER ELIGIBILITY

The following are the homeowner requirements for HAF Home Repair Program eligibility.

- Certify a financial hardship after January 21, 2020, related to the COVID-19 pandemic.
- Have income <150 percent of the area median income (as determined by geographic proxy, when applicable).
- Own and occupy the property as their primary residence.
- Be current on their mortgage payment OR not have a mortgage payment.
- Reverse mortgage, home equity line of credit, contract for deed or ownership held in a trust are all ineligible ownership models for this program.
- Homeowners who received HAF housing assistance are eligible to apply.

### ELIGIBLE PROPERTY TYPES

- Single-family home
- Accessory Dwelling Unit (ADU): a small residence that shares a single-family lot with a larger, primary dwelling
- 2-to-4-unit building (common areas and owner-occupied units are eligible)
- Condominium or Cooperative
- Manufactured home on a permanent foundation, where the homeowner owns the land, and the property is taxed as real estate
- Ineligible property types:
  - Investment properties
  - Properties primarily used for business (more than 50% of the floor space is used for business)

## ELIGIBLE REPAIRS

HAFHR assistance must be used to make necessary repairs and/or replacements that help the homeowner maintain the habitability of the home. Examples include, but are not limited to:

- Addressing health, safety and code violations;
- Roofing, soffit/fascia/gutters, drainage and runoff management;
- Electrical and plumbing systems;
- Foundations, existing decks and existing porches;
- Modifications and improvements for accessibility to allow the elderly or disabled to age in place;
- Environmental modification and improvements;
- Soft costs include title search, inspection, recording fees, lead wipes and lab fees, and termite inspection and treatments.
- Other vital and necessary repairs specific to the home's needs.

## AUTHORIZING STATUTES AND REGULATIONS

American Rescue Plan Act of 2021, Pub. L. No. 117-2 (2021); Illinois Housing Development Act, 20 ILCS 3805; 2 CFR 200

## AWARDING AND FUNDING INFORMATION

Program Award	Up to \$25,000,000 has been set aside for this program. The release of this application does not obligate IHDA to make an award and funding is contingent upon and subject to the availability of funds.
Anticipated number of Awards	IHDA expects to make up to 15 grants through this program.
Funding Source	Section 3206 of the American Rescue Plan Act of 2021 ("ARPA") established the Homeowner Assistance Fund (HAF) to help homeowners who have been financially impacted by COVID-19 with certain housing-related costs. HAF is federal pass-through funds.
Funding - First Distribution	Within 30 days of executing the Grant Agreement, IHDA will disburse 50 percent of the total grant award (program funds + administration) to the grantee.
Funding - Second Distribution	When the grantee expends 85 percent of the first distribution, grantee will issue a request to draw the remaining 50 percent.
Grant Period	The anticipated initial grant period will begin January 1, 2024, and terminate December 31, 2024.
Grant Renewals	One 12-month renewal and one 9-month renewal may be available for a total grant period of January 1, 2024 - September 30, 2026.
Financial Instrument	IHDA will make grant awards ranging from \$1.0M to \$5.0M per organization. Grantees will, in turn, make home repair grants up to \$60,000 per homeowner.
Forgivable Recapture Agreement	The home repair grants will carry a 3-year forgivable recapture agreement, amortizing 1/36 per month. The purpose of the forgivable recapture agreement is to notify IHDA if a homeowner sells the property within the first three years post rehab. If they do, the proportionate amount of the grant will be due in full to IHDA. The forgivable recapture agreement will be recorded against the property, but it is not a mortgage and therefore cannot be used to foreclose.
Financial Layer or Leverage	Grantees are encouraged to layer or leverage the monies with public or private capital to provide a comprehensive scope of work that will address habitability needs.
Administration	The program will provide 15 percent for administration costs.
Project Delivery	Project delivery is not available under this program. Project delivery should be charged against administration.
Prevailing Wage	The Illinois Prevailing Wage Act does NOT apply to the HAFHR.

Davis Bacon and Related Acts	The Davis Bacon and Related Acts does NOT apply to the ARPA funds.
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## PERFORMANCE MEASURES

25 percent of the grant funds must be disbursed by September 30, 2024, for the grantee to be considered for a 12-month grant renewal. 65 percent of the grant funds must be disbursed by September 30, 2025, for the grantee to be considered for a 9-month grant renewal. IHDA, in its sole discretion, may grant exceptions to these measures.

## APPLICATION SCORING CRITERIA (200 POINTS TOTAL)

Applications will be scored on the following categories:

1. Team Capacity – 12 points
2. Narrative – 40 points
3. Home Repair Experience – 60 points
4. Financial and Management – 40 points
5. Readiness to Proceed – 48 points

## APPLICATION FEE

IHDA will not charge a fee for processing applications under this Program.

## APPLICATION

Applications are due Monday, July 31, 2023, by 3:00pm CT. Funding considerations will be based upon the eligibility requirements described above. The size of individual awards will be determined by IHDA after its review of the application. A completed application and all supporting attachments must be submitted to the Authority through the online Jotform application link (<https://form.jotform.com/231625135095049>). All materials must be digital; no hard copies will be accepted.

Award announcements are expected by Fall 2023. The Members of the IHDA Board have final approval. IHDA may not make an award until an applicant has fully complied with all requirements. Failure to comply may result in the award going to another applicant.

There will be an application workshop hosted during the application process. Please direct all questions to [HAFrepair@ihda.org](mailto:HAFrepair@ihda.org).

**Application Workshop: July 13, 2023, at 10:00 AM, CT**

**Register here:**

**<https://illinois2.webex.com/weblink/register/rd1de5a6150354f3d2aea4261ce4e256b>**

Additional resources and Program information, including notice of any application/technical assistance webinars, will be available at IHDA's website (<https://www.ihda.org/my-community/>).

*IHDA in its sole discretion, may, at any time and without prior notice, update or revise this RFA, amend or waive compliance with any of its terms, or reject any or all proposals for funding.*