



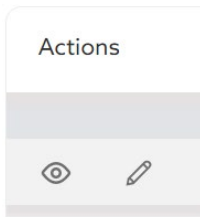
**NOTICE OF FUNDING AVAILABILITY (NOFA)
HOME-ARP SERVICES AND NON-PROFITS
ASSISTANCE**

Q&A's

Version 2 - July 3, 2024

APPLICANT PORTAL INSTRUCTIONS - *IMPORTANT*:

1. **Application file type** – When the applicant downloads the Application File (excel) it is in a format of “.xlsx” . **This MUST be converted/saved as “.xls” when uploading to the Applicant portal. The portal will not accept an “.xlsx”.**
2. **Editing an Existing Application** - After starting an Application and re-entering for additional information, to edit the Application, the applicant must select the “pencil”. The eyeball is view only.



[HOME-ARP APPLICATION \(Excel\)](#)

1. Some of the drop-down menus on the application say to select all that apply, but I can't select more than one option. The biggest issue I am having is with the budget for the TBRA section of the application (see below). I cannot expand columns E & F so the numbers can be seen. Also, no matter what I enter, I keep getting \$75,000 for the total HOME TBRA request. We are requesting \$241,066.

[A: This issue has been resolved and is reflected in V3 of the application.](#)

2. [Applicant] has completed our HOME ARP application, however I have run into a small issue: on the cover page section 1.13 and on the Supportive Services tab section B1 it asks for multiple parishes to be listed if you are serving multiple (we

are), however it only allows me to choose one parish and it will not let me type the others in. Please let me know what I can do.

A: This issue has been resolved and is reflected in V3 of the application.

RESPONSE TO COMMENTS¹

Version 1 - May 24, 2024

- Component A: Tenant-Based Rental Assistance (TRBA)
- Component B: Supportive Services
- Component C: Non-Profit Assistance
 - C-1: Non-Profit Operating Assistance
 - C-2: Non-Profit Capacity Building Assistance

NOFA Comment Period – Comment Received and Responses

INFORMATION FORUM

1. Does this apply to St. Tammany?
 - a. Yes, St. Tammany is eligible to apply. The offering is statewide.
2. Can Washington Parish apply?
 - a. Yes, Washington Parish is eligible to apply. The offering is statewide.
3. The nonprofit organization was created in 2023, is it eligible to apply?
 - a. No. To be an eligible applicant, the nonprofit organization must have been in operation at least two years prior to the published date of the NOFA (April 19, 2024).
4. What is the maximum amount of the award?
 - a. The maximum amount of award depends on the program:
 - Component A: TBRA - \$750,000 maximum and \$75,000 minimum in a single award intended to cover three years.
 - Component B: Supportive Services - \$300,000 maximum and \$75,000 minimum in a single award intended to cover three years.
 - Component C: \$50,000 or 50% of the organization's general operating budget. If an organization is receiving Component C-1 and C-2, an organization is limited to \$75,000 or 50% of general operating budget.
5. Can the funds work in conjunction with other funding?

¹ The HOME-ARP NOFA was posted on April 19, 2024 and open for public comments and questions through May 14, 2024. LHC hosted an **Information Forum** on May 9, 2024 to explain the program offering and solicit input and comments. The program email address (HOME-ARPquestions@lhc.la.gov) was made available to receive comments in writing.

- a. Yes. These HOME-ARP NOFA funds are meant to enhance what is already occurring for servicing the Qualifying Populations.
6. How do I find out my Continuum of Care contact?
 - a. Please refer to page 29 in the NOFA. The COCs are also listed on the LHC website.
7. What if an organization wants to include homebuyer services?
 - a. See the answer to question No. 16 and refer to the HUD CPD Notice 21-10, Pages 42-43.
8. Funding award amount?
 - a. The maximum award as noted above and for a single award to be budgeted over three years.
9. Are the funds per application or per region?
 - a. The award is per application.
10. Where is the NOFA listed?
 - a. The NOFA is on the LHC website under the heading Documents --> Funding Opportunities. It can also be found with other homelessness information when selecting the **Homelessness Solutions** box on the LHC website homepage.
11. What are the required services for TBRA?
 - a. TBRA is intended to provide rent assistance. The applicant is requested to coordinate with the supportive services to provide households with the needed assistance to sustain and maintain their housing.
12. What are the number of applications per category?
 - a. Each agency can submit one comprehensive application (to include one or several components).
13. Are rural agencies eligible to apply?
 - a. Yes, as long as an agency meets the noted criteria, they are able to apply.
14. Would an LLC over two years old be eligible to apply?
 - a. No. An LLC is not an eligible applicant for this program.
15. When does the two-year timeline start for a nonprofit organization to be in business?
 - a. To be an eligible applicant, the nonprofit organization must have been in operation at least two years prior to the published date of the NOFA (April 19, 2024). LHC noted that if a nonprofit does not meet the threshold, they could consider partnering with another eligible applicant.
16. Are first time homebuyers counseling services eligible for application?

a. Yes, housing counseling services are eligible with some specific restriction. Please refer to the specific language in the *CPD Notice 21-10 (Sept. 13, 2021)*.

1. Section D. Supportive Services, 3(c): Housing Counseling Services. See Table for Eligible HOME-ARP Topics under Housing Counseling (Page 43).

Housing Counseling surrounding the following topics are **ineligible** under HOME-ARP:

- Resolving or preventing mortgage delinquency, including, but not limited to default and foreclosure, loss mitigation, budgeting, and credit;
- Home maintenance and financial management for homeowners, including, but not limited to: Escrow funds, budgeting, refinancing, home equity, home improvement, utility costs, energy efficiency, rights and responsibilities of homeowners, and reverse mortgages.

2. Section 4.C.i.(E) – Eligible Costs for “Housing Search and Counseling Services” (Pages 46-47).

EMAIL QUESTIONS

17. Clarify administration costs- what is considered an allowable expense. (2.5%)?

- a. They are defined as costs directly related to administering grant assistance, similar to ESG and other HUD-funded programs. Also refer to specifications in *CPD Notice 21-10*.

18. Who qualifies for the non-profit assistance/ Capacity building categories?

- a. A non-profit qualifies if it has a current HOME-ARP award or a reasonable expectation of receiving an award for one of the core HOME-ARP activities. See NOFA section VI, pages 11-14.

19. Should we submit one application per service component for TBRA and HP* or a separate application for each, one for TBRA and another for HP? **Homelessness Prevention, a service under Supportive Services (McKinney Vento)*.

- a. Please submit one application per organization. An organization may select to apply for one or multiple components of the NOFA in one application. The applicant is requested to describe in the application how the components will work together.

20. Should we submit one application for different parishes for TBRA and HP* or are we expected to submit different applications per parish and program (TBRA/HP)?

**Homelessness Prevention a service under Supportive Services (McKinney Vento)*.

- a. You must specify the location of assistance, even if in multiple locations in a single application.

21. What qualifies an agency beyond need? What are the qualifying factors?

- a. See eligibility criteria.

22. What is the expected award amount per year for HP*? *Homelessness Prevention a service under Supportive Services (McKinney Vento).

- a. The Supportive Services maximum award amount is \$300,000 over three years, is the maximum.

23. When does LHC plan to release the amended RFP and the application packet?

- a. Per the NOFA, if it is required to amend the NOFA, it is targeted to be released on the LHC website by 5:00pm on May 24, 2024. The application packet will be available the following week (week of May 27th).

24. Can we submit applications for both areas Lake Charles and Baton Rouge? We are interested in Supportive Services and TBRA. For 2 cities are we required to submit 4 applications?

- a. An applicant (single legal, registered entity) should submit one application to cover intended coverage areas and program services. The application requires the applicant to specify where services are to be provided.

If an entity has several geographic locations that operate independently (tax registration, Board, Director, staff, etc.), the separate entities may submit individual applications.

25. Can a company be awarded \$300,000 for Supportive Services and \$725,000 TBRA for Lake Charles, and another \$300,000 for Supportive Service and \$725,000 for the Baton Rouge area.

- a. Nonprofit organizations can be given awards for more than one component. If the applicant meets the Threshold Requirements, VIII.A.1, page 16 of the NOFA, for multiple service areas, an organization may apply for multiple components in multiple service areas. The service areas must be specified. See answer in #24.