



Missouri 811 PRA Property Application Guide

September 2022

Prepared by MHDC HUD Programs Department

MISSOURI 811 PROPERTY APPLICATION GUIDE

Missouri 811 Introduction and Background

MHDC has received funding from the U.S. Department of Housing and Urban Development (HUD) in order to expand cost-effective supportive housing for persons with disabilities under the Section 811 Project Rental Assistance (PRA) program. The Section 811 PRA program, hereafter referred to as Missouri 811, offers project-based rental assistance for extremely-low income persons with disabilities. Missouri 811 offers Owners/Property Managers and their potential tenants a structured, state-level partnership, linking integrated affordable housing with community-based services and support.

MHDC requests that Owners with available units in multifamily properties who are interested in receiving Missouri 811 funds thoroughly review this application guide prior to submitting an application to ensure eligibility and alignment with ongoing program requirements. Selected applicants will be awarded the opportunity to negotiate placement of Missouri 811 units within their properties. Such negotiations may, but will not automatically, result in a Rental Assistance Contract (RAC) with MHDC.

Application, Schedule and Deadlines

The Missouri 811 Property Application can be found on the Section 811 PRA page of MHDC's website: <https://mhdc.com/programs/hud-programs/section-811-pra/>, or directly through Foundant at the following link: <https://www.grantinterface.com/Home/Logon?urlkey=mhdc>. Interested Owners will be prompted to log in or create a Foundant account in order to access the Missouri 811 Property Application, and will need to fill out the application in its entirety. Once logged in, applicants will select the "Apply" tab in the page header, and then select "Missouri 811 Property Application" from the list of available MHDC programs. Initial review of applications will begin approximately four (4) weeks from the release of the Missouri 811 Notice of Funding Availability (NOFA). Initial awards of funding made approximately twelve (12) weeks from release of the Missouri 811 NOFA. The Missouri 811 NOFA will remain active and applications will be accepted on a rolling basis until all funds targeted for this initiative are committed or one (1) year from the NOFA date. MHDC may amend the schedule as needed. Any change will be posted to the MHDC Section 811 PRA webpage located above.

Application Training

A training webinar for this funding opportunity will be posted to the Section 811 PRA page of the MHDC website. Applicants who have reviewed the training, and have questions or comments regarding this opportunity are encouraged to contact the appointed contact person at MHDC

who is listed below.

Contact Information & Instructions

MHDC has designated the HUD Programs Administrator listed below as the official contact for purposes of the Missouri 811 Property Application.

Monica Propst-Medeiros
HUD Programs Administrator
Missouri Housing Development Commission
920 Main Street, Suite 1400
Kansas City, MO 64105
Phone: 816-782-8069
Email: m.propst-medeiros@mhdc.com

Mandatory Provisions

By submitting an application in response to this NOFA, the applicant agrees to comply with the following terms and conditions:

- **Equal Opportunity and Affirmative Action:** The State is an Equal Opportunity and Affirmative Action employer and does not discriminate in its hiring, employment, or business practices. The State is committed to complying with the Americans with Disabilities Act of 1990 (ADA) and does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services, or activities.
- **Preparation Expenses:** Neither the State nor MHDC shall assume any liability for expenses incurred by an applicant in preparing, submitting, or clarifying any application submitted in response to this NOFA.
- **Changes to Application:** No additions or changes to the original application will be allowed after submission. While changes are not permitted, MHDC may request and authorize applicant to submit written clarification of their application, in a manner or format prescribed by MHDC, and at the applicant's expense.
- **Supplemental Information:** Supplemental Information will not be considered after the submission deadline of the NOFA, unless specifically requested by MHDC.

Rights Reserved to MHDC

By submitting an application, the applicant implicitly accepts that the following rights are reserved to MHDC: Timing Sequence (ultimately determined by MHDC), Amending or Cancelling

NOFA (MHDC reserves the right to amend or cancel NOFA at any time, if MHDC deems necessary, appropriate, or otherwise in the best interests of MHDC), No Acceptable Applications (in the event that no acceptable applications are submitted in response to this NOFA, MHDC may reopen the process, if it is determined to be in the best interests of MHDC), Award and Rejection of Applications (MHDC reserves the right to award in part, to reject any and all applications whole or in part, for misrepresentation or if the application limits or modifies any other terms, conditions, or specifications of this NOFA). MHDC may waive minor technical defects, irregularities, or omissions, if in its judgement the best interests of MHDC will be served. Contract Negotiation (MHDC reserves the right to negotiate or contract for all or any portion of an application submitted under this NOFA). MHDC further reserves the right to contract with one or more applicant for one or multiple projects.

Eligible Properties

Properties interested in applying for the Existing Properties PRA funds must meet the following primary criteria to apply.

1. The property must have been awarded federal LIHTC by MHDC.
2. The property must have received the award of federal LIHTC in connection with the 2013 Qualified Allocation Plan (QAP) or later. Properties within this timeframe will still be in their initial 15-year affordability periods and generally have less physical needs due to their recent LIHTC award dates.
3. The property must have applied and qualified for at least one of the below priorities in the QAP under which the applicant was awarded LIHTC funding (see description in Section B.i. Alignment of New or Existing Housing Strategies).
 - a. Special Needs Housing - implemented in 2011 and included all vulnerable populations under “special needs” category.
 - b. Service Enriched Housing –implemented in 2009.
 - c. Set-Aside Preferences – Special Needs Priority – implemented in 2017.
 - d. Set-Aside Preferences – Vulnerable Persons Priority – implemented in 2017.
 - e. Independence-Enabling Housing Units (IEH) Priority – implemented in 2017.
 - f. Veteran’s Housing Priority – implemented in 2017.
4. All buildings in the associated properties must have already placed-in-service and development must have been issued 8609s from MHDC.
5. The property must be multifamily and not be restricted to elderly residents (age 62 and over).
6. The property must not have occupancy preference for persons with disabilities or more than 25% of the total units used for supportive housing for persons with disabilities.
7. Units must meet the program criteria for unit integration and accessibility.

8. The property must be willing to meet all requirements set forth by HUD to insure eligibility for Section 811 PRA funds.
9. Owner/Property Manager, and affiliates must be in good standing with MHDC.
10. The property must be actively fulfilling all requirements mandated by qualifying for one or more of the aforementioned QAP priorities.

In its review of applications, MHDC will individually review each application and make determinations regarding whether the property meets the minimum criteria detailed above as well as making an assessment about suitability for the program due to its geographic location, ability to provide appropriate services and current stability. MHDC will further assess property compliance and recent inspections at the property to determine if there are any issues at the property that would limit its ability to properly implement Missouri 811 requirements, including but not limited to uncorrected physical deficiencies or inadequate management practices and historical occupancy rates.

Eligible Tenants

Eligible tenants will be:

- Ages 18-61 at the time of admission
- Extremely low-income (at or below 30% Area Median Income)
- Persons living with disabilities who are eligible for community-based, long-term care services as provided through Medicaid waivers, Medicaid state plan options, state funded services, or other appropriate services.

Target Population

Eligible tenants must also belong to the following target population(s)

- Participants of the Show-Me Home (previously Money Follows the Person) Program through Missouri Department of Social Services
- Persons institutionalized or at risk of institutionalization
- Persons who are experiencing homelessness or at risk of homelessness

Referral Process

Direct tenant referrals will be issued to Owners/Property Managers by the Missouri Department of Social Services (DSS) or the Missouri Department of Mental Health (DMH). A referral may come from external service providers when there are no prospective referrals from the DSS/DMH pool

of potentially qualified residents.

Funding Amounts and Terms

Funding Amount

Funding made available through this NOFA is limited to the available rental assistance funds from the \$1.3 million awarded to MHDC in September 2020 for the first five years of a 20-year Cooperative Agreement with HUD. These funds are anticipated to generate approximately 50 permanent supportive housing units throughout the state. Funding for each Missouri 811 unit is for an initial period of five years, with expected renewals for up to 20 years. Missouri 811 funds for this NOFA can only be used for project-based rental assistance payments made on behalf of program participants. Missouri 811 does not provide any capital or development funding.

Rental Assistance Contract (RAC)

Selected applicants will be awarded the opportunity to negotiate placement of Missouri 811 into existing properties. Successful negotiation shall result in a RAC with selected Owners for a minimum 20 year term, with initial funding for a period of five years. Funding beyond the first five years is subject to federal appropriations. The RAC describes the terms and conditions of the contract and designates the funding amount based on the maximum annual contract commitment. The RAC may also include additional exhibits as determined by MHDC. A sample RAC package is available on the MHDC website.

Rental Assistance Payments

Rental Assistance Payments shall be paid to the Owner/Property Manager for assisted units under lease for occupancy by eligible households in accordance with the RAC. The Rental Assistance Payments will cover the difference between the Contract Rent and the Tenant Rent. The amount of rental assistance and the amount of rent payable by the eligible household shall be subject to change based on changes to the household information, federal regulations and guidance, and changes to utility allowances.