

2023 RHTF Application Scoring

Agency: _____

Submitted By: _____

Scored By: _____

- First Time Applicant
- Returning Applicant
- New Construction
- Acquisition/Rehabilitation/Resale
- Demo/Rebuild
- Repair/ Recovery/ Reconstruction.

Is this project recommended for funding? Yes No

Estimated Unit Count: _____

RHTF Request Amount: \$ _____

Has application fee been paid? Yes No

Scoring Summary

	<u>Max. Possible Points:</u>	<u>Points Awarded:</u>
Capacity Scorecard	(Point Deduction)	_____
Fair Housing	(Point Deduction)	_____
Threshold Requirements	(Point Deduction)	_____
Program Design	116	_____
Financial Design	81	_____
Ready to Proceed	43	_____
KHC Analysis	(Point Deduction)	_____
Total	240	_____

Comments: _____

Final Score: _____ /240= _____ %

2023 RHTF Application Checklist

Applicants must have the following attachments:

- Summary of Sources and Uses Spreadsheet
- IRS 501 (c)(3) Determination Letter
- Resume of ONE staff person working with program

SECTION ONE: CAPACITY SCORECARD

1. KHC Capacity Scorecard (deductions up to -10 pts. max)

Total Point Deduction _____

2. Fair Housing: Applicant described each impediment of fair housing that was selected (deductions up to -5 pts. max)

Total Point Deduction _____

SECTION TWO: THRESHOLD REQUIREMENTS

1. Did the applicant meet all KHC Threshold Requirements?

- Yes
- No

2. If no, did the applicant provide sufficient explanation to be allowed to proceed with application?

- Yes (-15 pts.) Application can proceed with Threshold Requirements failure deduction.

Total Point Deduction _____

SECTION THREE: PROGRAM DESIGN- 116 Max. Points

Project Location- Applicant listed counties included in FEMA designated Most Impacted and Distressed Counties:

- 10 pts Warren, Graves, Hopkins, Breathitt, Knott, Letcher, Perry.
- 5pts Clay, Floyd, Lee, Leslie, Magoffin, Martin, Owsley, Pike, Whitley, Caldwell, Christian, Fulton, Hart, Hickman, Logan, Lyon, Marion, Marshall, Muhlenberg, Ohio, Taylor, Barren.
- 0pts No Counties Listed

(PD Question 1-1a) Applicant described why they are targeting the specific population(s) that they have selected and how this population will be made aware of the program.

5-----4-----3-----2-----1-----0

Applicant described

Applicant somewhat described

Applicant's description lacked sufficient detail

Homebuyer Development

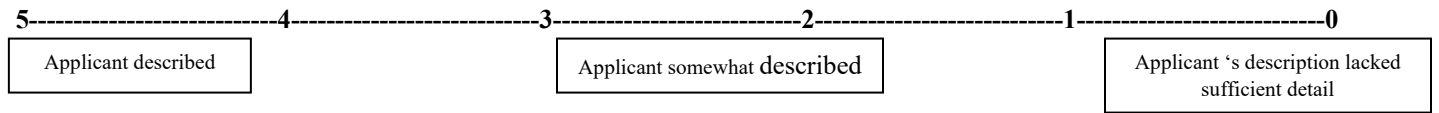
(PD Question 2) Applicant described organizations experience with homebuyer projects (including rate of success with project completion and unit completion totals.) (10 pts. max)

- 10 pts. Applicant has over 5 years demonstrated success administering a homebuyer program
- 7 pts. Applicant has 3 to 5 years demonstrated success administering a homebuyer program
- 3 pts. Applicant has 1 to 3 years demonstrated success administering a homebuyer program
- 0 pts. Applicant has less than 1 year demonstrated success administering a homebuyer program

(PD Question 3) Annual average homebuyer unit production within the past five years (5 pts. max)

- 5 pts. 5-10+ average units
- 3 pts. 3-5 average units
- 1 pt. 0-3 average units

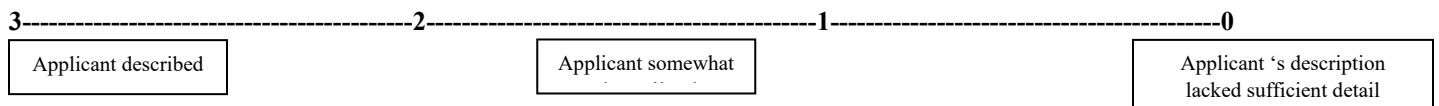
(PD Question 4) Applicant described project, including information about the targeted geography and surrounding neighborhood, characteristics, and other relevant program information (5 pts. max)



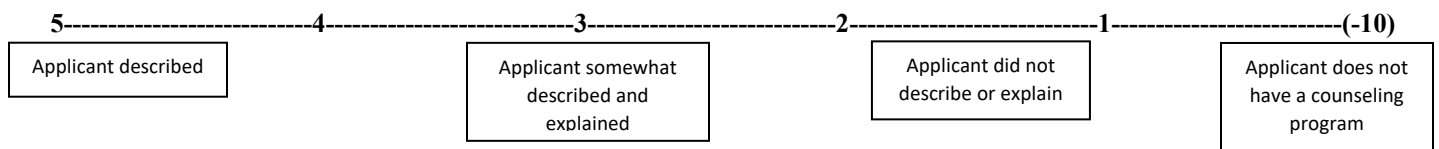
(PD Question 5) Number of units proposed with application (4 pts. max)

- 4 pts. 10 or more units
- 3 pts. 7-9 units
- 2 pts. 3-6 units
- 1 pt. Less than 3 units

(PD Question 8) Applicant listed and describes relationships with mortgage lender(s) that homebuyers may utilize. (3 pts)



(PD Question 9) Applicant described pre-construction conference process, including participants and topics discussed (5 pts. max)



(PD Question 10) Applicant described construction design plans as it pertains to demo rebuilds and new construction (3 pts max).

- 3pts. Applicant plans to use 3 or more housing types.
- 2pts. Applicant plans to use 2 housing types.
- 1pt. Applicant is utilizing only one housing type.

Home Repair, Recovery, and Reconstruction

(PD Question 11) Applicant described organizations experience with home repair projects (including rate of success with project completion, with unit completion totals.) (10 pts. max)

- 10 pts. Applicant has over 5 years demonstrated success administering a home repair program
- 7 pts. Applicant has 3 to 5 years demonstrated success administering a home repair program
- 3 pts. Applicant has 1 to 3 years demonstrated success administering a home repair program
- 0 pts. Applicant has less than 1 year demonstrated success administering a home repair program

(PD Question 12) Applicant demonstrated home repair production capacity via a reported average yearly production rate (8 pts. max)

- 8 pts. Average of 20+ units rehabbed per year
- 5 pts. Average of 15-20 units rehabbed per year
- 3 pts. Average of 6-10 units rehabbed per year
- 1 pt. Average of 1-5 units rehabbed per year
- 0 pts. No demonstrated past unit production

(PD Question 13) Applicant described project, including information about the targeted geography and surrounding neighborhood, characteristics, and other relevant program information (5 pts. max)

5-----4-----3-----2-----1-----0

Applicant described	Applicant somewhat described	Applicant's description lacked detail
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(PD Question 14) Applicant discussed agencies methods of evaluating potential Home Repair clients, evaluation of housing conditions, and execution of repair work write ups (20 pts. max)

20-----18-----16-----14-----12-----10-----8-----6-----4-----2-----0

Applicant described	Applicant somewhat described	Applicant's description lacked detail
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(PD Question 15) Applicant describes how assisted homes will meet Minimum Habitability Standards (MHS) (5 pts. max)

5-----4-----3-----2-----1-----0

Applicant described	Applicant somewhat described	Applicant's description lacked detail
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(PD Question 16) Is number of units proposed reasonable given applicant's production capacity as demonstrated by past unit production history? (3 pts. max)

- 3 pts. Yes
 0 pts. No

(PD Question 17) Applicant described pre-construction conference process, including participants and topics discussed (5 pts. max)

5-----4-----3-----2-----1-----0

Applicant described	Applicant somewhat described	Applicant's description lacked sufficient detail
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(PD Question 19) Applicant described other partners who will be assisting with this project, and their relationship with the agency, including name of partnering agency, contact person, and how they will assist. (5 pts. max)

5-----4-----3-----2-----1-----0

Applicant described	Applicant somewhat described	Applicant 's description lacked sufficient detail
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(PD Question 20) Applicant identified and described additional funding streams for their program (5 pts. max)

- 5 pts. Applicant identified additional funding streams.
 0 pts. No additional funding streams identified.

SECTION FOUR: FINANCIAL DESIGN- 81 Max. Points

(Summary of Sources and Uses attachment) Applicant's Summary of Sources and Uses appears to be correct (30 pts. max)

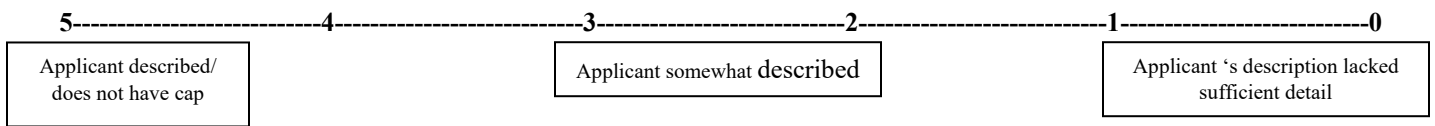
- 30 pts. Summary of Sources and Uses appeared correct; appears to be sufficient funds budgeted to undertake the project
 15 pts. Summary of Sources and Uses contained minor errors or discrepancies; appears to be sufficient funds budgeted to undertake the project
 0 pts. Summary of Sources and Uses contained significant errors or discrepancies OR reveals there may not be sufficient funds to undertake the project.

Homebuyer Development

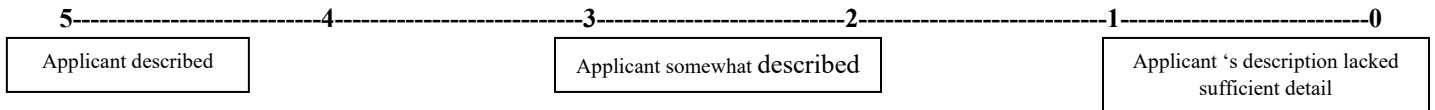
(FD Question 1) Applicant identified anticipated direct subsidy amount (3 points)

- 3pts. Yes
 0pts. No

(FD Question 2-2a-2b) Applicant uses an agency-imposed cap on each unit's direct homebuyer assistance amount. (5 pts. max)



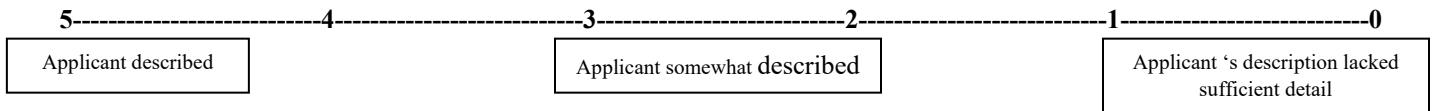
(FD Question 3) Applicant describes procedures in place to ensure affordability if a unit needs more assistance than the maximum amount available and has documented sources available. (5 pts. max)



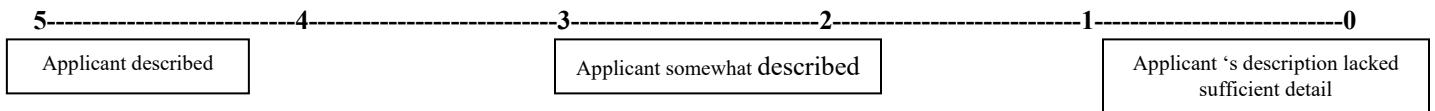
(FD Question 4) Applicant proposes to serve a diversity of household income ranges (3 pts. max)

- 3 pts. Yes
- 0 pts. No

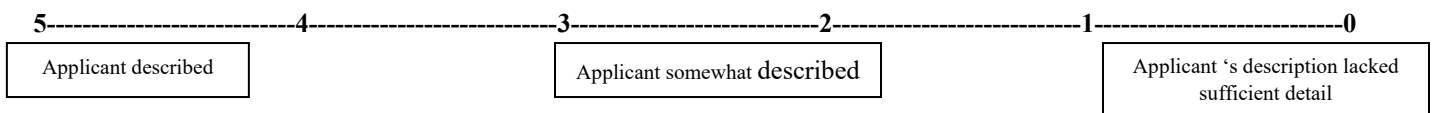
(FD Question 5) Applicant describes their policy regarding need for subsidy/assistance (5 pts. max)



(FD Question 6) Applicant describes their policy regarding bankruptcies (5 pts. max)

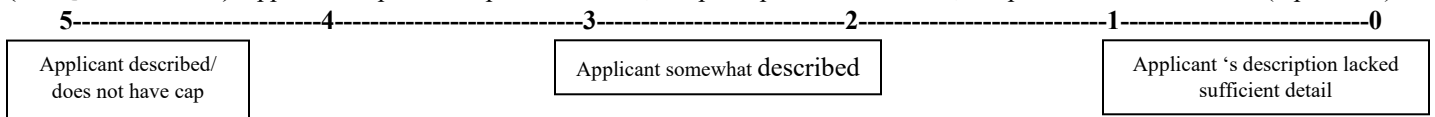


(FD Question 7) Applicant describes how they are able to initiate the construction of the first unit and included plans for sustaining operations while waiting for reimbursement (5 pts. max)



Home Repair, Recovery, Reconstruction

(FD Question 8-8a.) Applicant imposes a cap less than \$60,000 per repaired home or 99,999 per reconstructed home (5 pts. max)

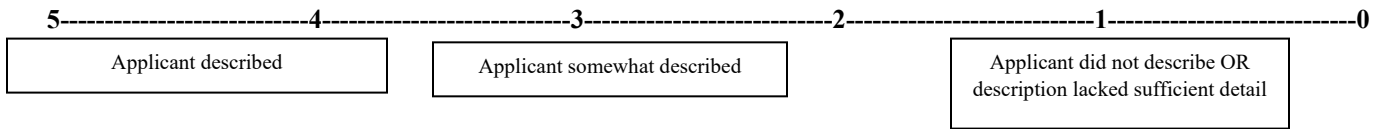


(FD Question 9-9a.) Applicant has documented a line of credit of sufficient organizational capital to cover costs in excess of construction costs per unit. (10 pts. max)

- 10 pts. Applicant has documented access to credit or capital to cover excess costs at an amount over 10% of requested funding.
- 7 pts. Applicant has documented access to credit or capital to cover excess costs at an amount 7.5%-10% of requested funding.

- 5 pts. Applicant has documented access to credit or capital to cover excess costs at an amount 5-7.4% of requested funding.
- 2 pts. Applicant has documented access to credit or capital to cover excess costs at an amount 1-4.9% of requested funding.
- 0 pts. Applicant does not have access to credit or capital to cover excess costs.

(FD Question 4) Applicant describes how they are able to initiate the construction of the first unit and included plans for sustaining operations while waiting reimbursement (5 pts. max)

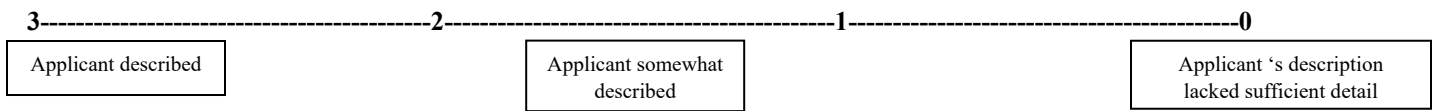


SECTION FIVE: READY TO PROCEED- 43 Max. Points

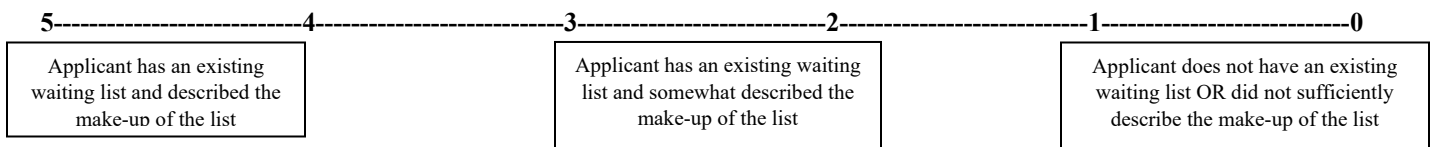
(RTP Question 1) Applicant describes site control status for the project, including control of land for development, purchased lots and/or units acquired for rehab. (5 pts. max)

- 5 pts. Applicant has current site control for all of the units proposed.
- 3 pts. Applicant has current site control for some of the units proposed
- 1 pt. Applicant does not have site control for any of the units proposed, but has identified target sites
- 0 pts. Applicant does not have site control for any of the units proposed and has not yet identified target sites

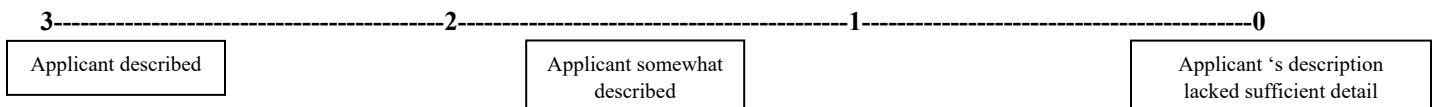
(RTP Question 2) Applicant described contribution to long term recovery efforts in the community. (3 pts. max)



(RTP Question 3-3a) Applicant has an existing waiting list and describes the make-up of the list, including household income-eligibility based on third-party verifications. (5 pts. max)

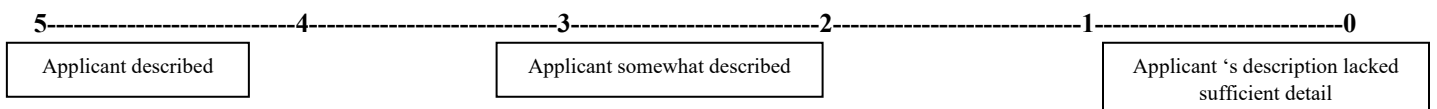


(RTP Question 3b) If applicant does not have an existing waiting list, applicant explains when a waiting list will be started and how the applicant will find participants to add to the list. (3 pts. max)



(RTP Question 4) Applicant identifies clients that are currently living in KYEM/FEMA shelter, doubled up with family, or in another unsustainable housing situation. **(Question not scored for recording purposes only)**

(RTP Question 5) Application describes marketing/outreach plan for the RHTF Disaster Housing Recovery for Single Family Projects, including target audiences, strategies, and how eligible candidates will be identified. (5 pts. max)



(RTP Question 6) Applicant has KHC-approved plans and specifications. (3 pts. max)

- 3 pts. Yes (This includes acq/rehab/resale only projects)
- 0 pts. No

(RTP Question 6a) Applicant has submitted plans and specifications to KHC which will be utilized for this project. Plans and specifications are included in the attachment section (2 pts. max)

- 2 pts. Yes, OR has KHC approved plans (This includes acq/rehab/resale only projects)
- 0 pts. No

(RTP Question 7-8) Applicant identified the primary person responsible for the day-to-day administration of the project and explained their responsibilities and experience administering this type of activity. (12 pts. max)

- 5 pts. Person identified and described with resume submitted
- 3 pts. Person identified and somewhat described with resume submitted
- 3 pts. Person not identified or described and/or resume not submitted.

- 5 pts. Person has more than 2 years of experience administering a homebuyer/ repair program
- 3 pts. Person has 1-2 years of experience administering a homebuyer/repair program
- 1 pt. Person has less than 1 year of experience administering a homebuyer/repair program
- 0 pts. Person has no experience administering a homebuyer/repair program

- 2 pts. Person has experience administering KHC HOME and/or AHTF projects
- 0 pts. Person has no experience administering KHC HOME and/or AHTF projects

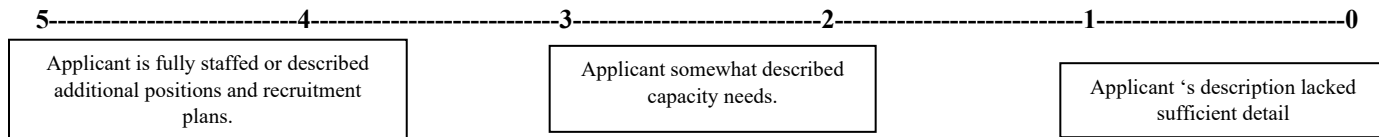
(RTP Question 9) Has the applicant had staff turnover in the past 24 months in their housing programs or administrative/executive staff? (**deductions** up to -5 pts. max)

- Yes Determine point deduction based on answer to question 9a
- No No point deduction

(RTP Question 9a) If yes to question 7, did the applicant describe in detail what position(s) were affected, list name(s) of replacement(s), and describe their past housing experience? (**deductions** up to -5 pts. max)

- ____pts. If applicant sufficiently described, deduct up to -5 pts. based on assessment of organizational capacity
- 5 pts. Applicant did not describe OR description lacked sufficient detail.

(RTP Question 10) Applicant described workforce capacity to carry out proposed activities. (5 pts. max)



(RTP Question 11) Applicant described any non-compliance issues with any KHC funding source within the past 5 years. (**deductions** up to -5 pts. max)

- 0 pts. Applicant has not had any homebuyer compliance issues within the past 5 years.
- ____pts. Applicant sufficiently explained, deduct up to -5 pts. based on assessment of description.
- 5 pts. Applicant did not describe OR description lacked sufficient detail.

(RTP Question 12) Has applicant requested time extensions on KHC projects? (**deductions** up to -5 pts. max)

- Yes Determine point deduction based on answer to question 9a, if not Covid related.
- No No point deduction

(RTP Question 12a) If yes to question 9, did the applicant describe justification for the extension. (**deductions** up to -5 pts. max)

- _____ pts. If applicant sufficiently described, deduct up to -5 pts. based on assessment of justification.

KHC ANALYSIS

Applicant followed project naming convention per application guidelines

Yes No point deduction

No -2 point deduction

KHC's evaluation of past agency performance, capacity, and monitoring results. (**deduction** up to -20 pts.)

Comments:

Total Point Deduction_____