**APPENDIX A**

TIP SHEET – HOME-ARP

**NO CONTACT:** An Applicant, nor anyone on the Applicant’s behalf, shall not contact any IFA staff or Board members, in order to unduly influence IFA’s determination related to the award of NHTF funds. If it has been determined by IFA that a staff member or Board member has been improperly contacted by the Applicant or a party on behalf of the Applicant, then IFA will reject the Application.

**DEFICIENCY REQUEST AFTER APPLICATION SUBMITTAL:** Once the application has been submitted, IFA HOME-ARP Team will review the application. If necessary, IFA will send a deficiency email to the contact person listed in the application, requesting information to supplement or clarify data or applicant response. The deficiency email will indicate the due date for the deficiency response.

* Developers will only be eligible for up to one (1) HOME-ARP project per funding round.
* Open HOME/NHTF Rental Projects for Developer. Developer listed on application may have an open HOME/NHTF rental project at date of application submittal so long as these housing projects are not delinquent and are compliant with program requirements.
* Development of affordable rental units includes building acquisition, construction, or rehabilitation.
* Transitional housing is not eligible for assistance.
* HOME-ARP funds shall be used to benefit qualifying populations through eligible activities. Eligible activities include development of affordable rental housing and supportive services.
* HOME-ARP units must remain affordable for 15 years. Long-term affordability for rental activities must be secured by covenants and deed restrictions.
* The maximum amount of HOME-ARP assistance per rental unit is detailed in the application and in the HOME-ARP Allocation Plan, and the minimum amount of HOME-ARP assistance is $1,000.