



SKAGIT COUNTY HOME CONSORTIUM
2019 Tenant Based Rental Assistance
Notice of Funding Availability (NOFA)

STAFF CONTACT:

Staff Contact:

Shelley Kjos

Housing Resource Coordinator

700 S 2nd St. Room 301

Mount Vernon, WA 98273

skjos@co.skagit.wa.us

(360)416-1513

Skagit County and the Skagit County HOME Consortium seek applications for HOME Investment Partnerships Program funding for the provision of Tenant Based Rental Assistance (TBRA) in Skagit, Island, and Whatcom counties.

HOME PROGRAM BACKGROUND

The HOME Program is designed to strengthen public-private partnerships and to expand the supply of decent, safe, sanitary, and affordable housing. The national objectives of the program are:

- Provide decent, affordable housing for low-income households
- Develop the capacity of nonprofit housing agencies to address the housing needs of low-income households
- Provide funding for state and local governments to address low-income housing needs
- Leverage private sector participation

The Skagit County HOME Consortium represents a unique HOME collaboration between three counties, Island, Skagit, and Whatcom, and 16 municipalities. Skagit County functions as the lead agency for the Consortium, distributing HOME funds within the boundaries of the HOME Consortium area.

TENANT BASED RENTAL ASSISTANCE

TBRA funded by the HOME Program provides tenant-based rental subsidy which covers the gap between what an income-qualifying household can afford to pay for housing and the actual cost of a rental unit. TBRA can also pay for security deposits and utility deposits.

Eligible applicants are public housing authorities and nonprofit community-based organizations assisting households in areas throughout Skagit, Island, and Whatcom counties. Applicants must have prior experience administering a tenant-based rental assistance program, unless an experienced entity has agreed to mentor the applicant for the term of the contract.

Applicants must be prepared to provide TBRA to households at or below 50% of Area Median Income (AMI) who are identified and referred through the local coordinated entry system as currently homeless or at risk of homelessness. Applicants must also be able to administer the TBRA program in compliance with all relevant federal regulations of the HOME Investment Partnerships Program, as detailed in the following:

- 24 CFR Part 92
- Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended
- Skagit County HOME Consortium Policies and Procedures, available at this [link](#) *

*Please note that the Skagit County HOME Consortium Policies and Procedures are subject to change to ensure ongoing compliance with the HOME Investment Partnerships Program.

It will be assumed that all applicants have reviewed and are knowledgeable in the policies, procedures, and requirements of the HOME Investment Partnership Program and the Skagit County HOME Consortium. An application for funds under this NOFA constitutes an agreement that the applicant is prepared to comply with all HOME requirements as specified in HOME regulations and the Consortium policies and procedures.

RENEWAL APPLICATIONS

The Skagit County HOME Consortium has been contracting with local nonprofits to provide TBRA with HOME funds since 2016. Organizations currently administering HOME TBRA programs funded through the Consortium may complete the abbreviated HOME TBRA Renewal Application included with this NOFA. Required application components are listed on the TBRA Renewal Application Cover Sheet.

NEW APPLICATIONS

Organizations not currently administering a HOME TBRA program funded through the Consortium will be required to complete a more rigorous application to be considered for funding. If an organization wishes to submit a new application through this NOFA, they must first email Shelley Kjos, skjos@co.skagit.wa.us, no later than September 3, 2019, at 5pm to notify of their intent to apply and request application materials.

AVAILABLE FUNDING

The following funding is available for HOME TBRA:

**An agency may compete for funding specific to the county where it is located*

- Skagit County: \$131,544.30
- Island County: \$70,156.96
- Whatcom County: \$105,235.44

NOFA SCHEDULE

This NOFA will be subject to the following schedule and deadlines:

NOFA Release	August 19, 2019
New Application Notification Deadline*	September 3, 2019

Application Submission Deadline	September 19, 2019
Consortium Application Review	September 23-27, 2019
Notification Of Preliminary Awards	October 1, 2019
Funding Agreement Execution	January 1, 2020

*If no new applicants submit notification via email to Shelley Kjos, skjos@co.skagit.wa.us, by September 3, 2019 at 5pm, the Skagit County HOME Consortium will not consider any new funding applications under this NOFA.

APPLICATION SUBMISSION

Applications must be received no later than 5pm on September 19, 2019. Late applications will not be accepted. Please submit all application materials via email or hard copy to the following:

Shelley Kjos
Housing Resource Coordinator
700 S 2nd St. Room 301
Mount Vernon, WA 98273
skjos@co.skagit.wa.us
(360) 416-1513

ADDITIONAL INFORMATION

Skagit County reserves the right to reject, in whole or in part, any and all applications received. Skagit County reserves the right to negotiate contract terms subsequent to the submission of applications from the selected qualified applicants.

All proposals are public information and subject to public disclosure.

Skagit County is not liable for any costs incurred by proposers prior to entering into a contract. Costs associated with developing the proposal, preparing for oral presentations, and any other expenses incurred by the applicant in responding to the NOFA are entirely the responsibility of the applicant, and shall not be reimbursed in any manner by the County.

Applicants are encouraged to submit questions to Skagit County for additional information. Questions should be submitted via email to Shelley Kjos, skjos@co.skagit.wa.us, with "HOME TBRA NOFA Questions" as the subject line.