# 

# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

**1. Introduction**

All sections are marked with the eCon Planning Suite screen number and name, and the report is laid out in the way that it occurs, in order, with regulatory references.

The *2016 New Mexico* *Annual Action Plan* is the one-year planning document identifying the needs and respective resource investments in addressing the state’s housing, homeless, non-homeless special needs populations, community development and economic development needs.

Both MFA and DFA have been experiencing severe reductions in federal funds. To implement the 2010-2015 Consolidated Plan (Con Plan), both agencies received a total of $88.8 million, with steep reductions of between 35% and 53% between FY11 and FY12. Currently, MFA and DFA are implementing the 2nd year of our 2015-2020 five (5) year Con Plan with an estimated $15.1 million for one year. It is also expected that MFA’s HOME Investment Partnership Program (HOME) monies will be further reduced in FY16.  According to data from the National Council of State Housing Agencies, potential reductions rage from 15% to 93%.

**2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The goals of the MFA and DFA are to provide decent housing, a suitable living environment and expanded economic opportunities for the state’s low- and moderate-income residents. The MFA and DFA strive to accomplish these goals by maximizing and effectively utilizing all available funding resources to conduct housing and community development activities that will serve the economically disadvantaged residents of the state.  By addressing need and creating opportunity at the individual and neighborhood levels, the MFA hopes to improve the quality of life for all residents of the state.  These goals are further explained as follows:

* *Providing decent housing* means helping homeless persons obtain appropriate housing and assisting those at risk of homelessness; preserving the affordable housing stock; increasing availability of permanent housing that is affordable to low- and moderate-income persons without discrimination; and increasing the supply of supportive housing.
* *Providing a suitable living environment* entails improving the safety and livability of neighborhoods; increasing access to quality facilities and services.
* *Expanding economic opportunities* involves creating jobs that are accessible to low- and moderate-income persons; making mortgage financing available for low- and moderate-income persons at reasonable rates; providing access to credit for development activities that promote long-term economic and social viability of the community; and empowering low-income persons to achieve self-sufficiency to reduce generational poverty in federally-assisted and public housing.

Goal 1: Finance multifamily rental new construction: 10 household housing units\*(apartments)  
Goal 2: Provide financial assistance to eligible homebuyers: 1 household housing unit (house)  
Goal 3: Provide resources for owner-occupied rehab: 20 household housing units (houses)  
Goal 4: Finance multifamily rental acquisition and rehab: 10 household housing units (apartments)  
Goal 5: Encourage development of special needs housing: 10 household housing units (apartments  
Goal 6: Expand housing for special needs populations: 5 household housing rental units constructed (apartments), 290 (RAP) households assisted with tenant based rental assistance(families provided with assistance)  
Goal 7: Fund services for persons living with AIDS: 4 household housing units added (house or apartment), 500 household housing units served with housing operations (house or apartment)  
Goal 8: Increase services for people experiencing homelessness: 5,096 persons assisted with overnight shelter (emergency shelter), 580 persons assisted with homelessness prevention (house or apartment)  
Goal 9: Increase living environments for homeless persons: 3 beds added for overnight/emergency shelter/transitional housing (shelter beds)  
Goal 10: Enhance infrastructure, public facilities, housing: 43,000 low/moderate households assisted with public facilities or infrastructure (families assisted), 1 job created or retained (by CDBG recipients)

\*Goals shown above are those generated by the eCon Planning Suite in IDIS, so we have provided an explanation in parenthesis. Goals are to be the result of work to be performed in 2016.

**3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The evaluation of past performance on HOME, CDBG, ESG and HOPWA has been completed in a thorough Consolidated Annual Performance and Evaluation Report (CAPER), most recently published in March, 2015.  The CAPER was approved by HUD CPD on May 10, 2015.  The document states the objectives and outcomes identified in the 2015 Annual Action Plan and includes an evaluation of past performance through measurable goals and objectives compared to actual performance. This document can be found on MFA’s website at http://www.housingnm.org/resources/caper and on DFA’s website at http://www.nmdfa.state.nm.us/NM\_Performance\_Evaluation\_Report\_1.aspx.

**4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The state of New Mexico is committed to keeping all interested groups and individuals informed of each phase of the consolidated planning process and of activities being proposed or undertaken under HUD formula grant programs. Opportunities to comment on or participate in planning community development and affordable housing activities and projects will be publicized and disseminated throughout the state.

**Public Hearings and Meetings**

MFA and DFA, pursuant to their Citizen Participation Plan, published in statewide newspapers of general circulation a *Notice of Public Hearings on the New Mexico DRAFT 2016 Annual Action Plan,* seeking public comment.  A thirty day public-examination and comment period began on September 14, 2015 and ended on October 14, 2015.  In addition, DFA and MFA conducted two public hearings to obtain citizens' views and to respond to proposals and questions. The hearings took place on the dates and at the locations below, as well as via webcast at www.housingnm.org.

September 14, 2015, 10:00 am, MFA Board Room, 344 4th Street SW, Albuquerque, NM 87102

September 28, 2015, 2:00 pm, MFA Board Room, 344 4th Street SW, Albuquerque, NM 87102

Information about the time, location and subject of each hearing was provided to citizens at through the above processes. Notification was also disseminated to local governments and other interested parties via our various email listings.

Every effort was made to ensure that public hearings were inclusive. Hearings were held at convenient times and locations and in places where people most affected by proposed activities could attend. The MFA and DFA utilized hearing facilities that are accessible to persons with mobility impairments. If written notice was given at least seven days before a hearing date, the MFA will provide appropriate materials, equipment and interpreting services to facilitate the participation of non-English speaking persons and persons with visual and/or hearing impairments. Interpreters would be provided at public hearings where a significant number of non-English speaking residents could have been reasonably expected to participate.  All public hearings and public meetings associated with the consolidated planning process conformed to applicable New Mexico open meetings laws.

**5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Attendees at both public hearings were staff members of MFA and DFA. Members of the public did not attend either heairng in person.

**6. Summary of comments or views not accepted and the reasons for not accepting them**

No comments were received.

**7. Summary**

Pursuant to the Citizen Participation Plan, notices were published in statewide newspapers of general circulation, as well as on both MFA and DFA websites. No comments were received during the 30 day public examination and comment period.

## PR-05 Lead & Responsible Agencies - 91.300(b)

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| **Agency Role** | **Name** | **Department/Agency** |
| --- | --- | --- |
| Lead Agency | NEW MEXICO |  |

|  |  |  |
| --- | --- | --- |
| CDBG Administrator | NEW MEXICO | Community Development Bureau |
| HOPWA Administrator | NEW MEXICO | Community Development Department |
| HOME Administrator | NEW MEXICO | Community Development Department |
| ESG Administrator | NEW MEXICO | Community Development Department |
| HOPWA-C Administrator | NEW MEXICO |  |

Table 1 – Responsible Agencies

**Narrative**

The New Mexico Mortgage Finance Authority (MFA), lead agency for the Consolidated Plan, is responsible for the HOME Investment Partnerships (HOME), the Emergency Solutions Grant (ESG), and the Housing Opportunities for Persons with AIDS (HOPWA) programs.  The Department of Finance and Administration (DFA), Local Government Division, is responsible for the Community Development Block Grant program.

**Consolidated Plan Public Contact Information**

Debbie Davis

New Mexico Mortgage Finance Authority

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Albuquerque, NM 87102

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## AP-10 Consultation - 91.110, 91.300(b); 91.315(l)

**1. Introduction**

In developing the Action Plan, MFA and DFA used their Citizen Participation Plans and existing practices of consultation and participation in assessing needs and continuously evaluation their administration of federal programs through public hearings, conventional notices and web availability.

**Provide a concise summary of the state's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

MFA and DFA consult with a wide variety of organizations in order to gain understanding of the housing and community development stage.  This represents a collective effort from a broad array of entities in New Mexico, ranging from advocacy groups for the disabled to economic development organizations.  Private, non-profit and public organizations, including mayors, county supervisors, county commissioners, county managers, planning and development district administrators, councils of government, persons interested in the CDBG program, persons interested in the HOME program, persons associated with Continuum of Care organizations, and the New Mexico Department of Health were contacted through several means, e-mail correspondence, telephone interviews and face-to-face interactions.  These persons were solicited to discuss housing and community development needs in New Mexico, including the ranking of those needs and activities that the MFA and DFA might consider in better addressing needs throughout the state.  Further, individuals were asked to provide additional insight into prospective barriers and constraints to addressing housing and community development needs in New Mexico.

MFA is a member of the New Mexico Behavioral Health Purchasing Collaborative, along with a number of other state agencies.  The Collaborative oversees policy and the contract with the statewide entity, Optum, that manages the behavioral health system in New Mexico.  MFA is also a member of the Housing Leadership Group, a subcommittee of the Collaborative.  MFA has a contractual arrangement with BHSD through Optum to manage the Linkages Supportive Housing Program, a state funded program that provides case management and rental assistance for clients diagnosed with severe mental illness.

**Provide a concise summary of the state’s activities to enhance coordination with local jurisdictions serving Colonias and organizations working within Colonias communities.**

Input for the Action Plan from the City of Las Cruces, the local HOME and CDBG jurisdiction, was solicited in the process through an invitation to comment on the plan throughout the participation process. In addition, MFA is a member of the Colonias Infrastructure Board. The primary purpose of the Colonias Infrastructure Act is to ensure adequate financial resources for infrastructure development for recognized colonias, to provide for planning and development of infrastructure in an efficient and cost-effective manner, and to develop infrastructure projects to improve quality of life and encourage economic development. Copies of the Draft 2016 Action Plan were sent to each local jurisdiction receiving CDBG or HOME funds throughout the state with comments requested. Additionally, the Draft 2016 Action Plan was sent to the CDBG grantee listing, and to the Councils of Government throughout the state.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The MFA provides support for activities undertaken by the New Mexico Coalition to End Homelessness (NMCEH) through financial commitments, including resources from its General Fund, and in-kind contributions, such as meeting facilities and technical assistance to its members. NMCEH was founded in 2000 to coordinate statewide efforts to end homelessness. Founded as a partnership between a group of nonprofit agencies and the MFA, it has three major areas of operation: to support homeless service agencies in New Mexico, to educate people in New Mexico about homelessness, and to advocate for solutions to homelessness at the state Legislature and other government bodies. The mission of NMCEH is to assist communities to create solutions to homelessness from prevention through permanent housing by using action, advocacy, and awareness. In addition to administering both Continuums of Care (CoC) in New Mexico, NMCEH also offers training and technical assistance to nonprofit agencies and other groups in New Mexico, partners with other organizations to create supportive housing, manages the New Mexico Homeless Management Information System (HMIS), and is engaged in campaigns to end veteran homelessness and to adequately fund the national and state housing trust funds. MFA and NMCEH advocacy efforts have rendered additional funding for homeless programs to include match money for CoCs.

**Describe consultation with the Continuum(s) of Care that serves the State in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Under a directive from Congress via the Department of Housing and Urban Development (HUD), the MFA, in conjunction with the City of Albuquerque and NMCEH, developed and implemented the New Mexico HMIS system. The system collects information on persons served, including the number of unduplicated clients, and the kinds and types of services provided, in accordance with the HMIS Data Standards established by HUD. In addition, CoC and MFA personnel meet regularly to address the allocation of ESG funds and evaluating performance. The MFA is a part of the HMIS Governing Committee for both the Albuquerque and Balance of State CoCs. This data management system continues to be funded, in part, with MFA general fund dollars.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

Table 2 – Agencies, groups, organizations who participated

|  |  |  |
| --- | --- | --- |
| 1 | **Agency/Group/Organization** | NEW MEXICO COALITION TO END HOMELESSNESS |
| **Agency/Group/Organization Type** | Services-homeless |
| **What section of the Plan was addressed by Consultation?** | Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 2 | **Agency/Group/Organization** | ALBUQUERQUE |
| **Agency/Group/Organization Type** | Service-Fair Housing Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Market Analysis Economic Development Anti-poverty Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 3 | **Agency/Group/Organization** | FARMINGTON |
| **Agency/Group/Organization Type** | Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Homeless Needs - Chronically homeless Non-Homeless Special Needs Market Analysis Economic Development |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 4 | **Agency/Group/Organization** | SANTA FE |
| **Agency/Group/Organization Type** | Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Homeless Needs - Chronically homeless Non-Homeless Special Needs Market Analysis Economic Development |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 5 | **Agency/Group/Organization** | RIO RANCHO |
| **Agency/Group/Organization Type** | Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Homeless Needs - Chronically homeless Non-Homeless Special Needs Market Analysis Economic Development |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 6 | **Agency/Group/Organization** | LAS CRUCES |
| **Agency/Group/Organization Type** | Other government - Local |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Homeless Needs - Chronically homeless Non-Homeless Special Needs Market Analysis Economic Development |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 7 | **Agency/Group/Organization** | Northwest New Mexico Council of Governments |
| **Agency/Group/Organization Type** | Regional organization Planning organization |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Public Housing Needs Market Analysis Economic Development |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 8 | **Agency/Group/Organization** | Navajo Partnership for Housing |
| **Agency/Group/Organization Type** | Housing Services - Housing Services-Elderly Persons |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 9 | **Agency/Group/Organization** | New Mexico NAHRO |
| **Agency/Group/Organization Type** | Housing PHA Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Service-Fair Housing |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Public Housing Needs Market Analysis Anti-poverty Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 10 | **Agency/Group/Organization** | Southwest New Mexico Council of Governments |
| **Agency/Group/Organization Type** | Regional organization Planning organization Organizations Serving Colonias |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Colonias Set-aside Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 11 | **Agency/Group/Organization** | Apartment Association of New Mexico |
| **Agency/Group/Organization Type** | Housing Service-Fair Housing |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Market Analysis |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 12 | **Agency/Group/Organization** | SANTA FE COUNTY |
| **Agency/Group/Organization Type** | Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Other government - County |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Public Housing Needs Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 13 | **Agency/Group/Organization** | OTERO COUNTY HABITAT FOR HUMANITY |
| **Agency/Group/Organization Type** | Housing |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Market Analysis |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 14 | **Agency/Group/Organization** | SUPPORTIVE HOUSING COALITION OF NEW MEXICO |
| **Agency/Group/Organization Type** | Housing Services - Housing Services-Persons with Disabilities Services-homeless |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Strategy Non-Homeless Special Needs Market Analysis |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** |  |
| 15 | **Agency/Group/Organization** | Albuquerque Housing Authority |
| **Agency/Group/Organization Type** | Housing PHA Services - Housing Services-Elderly Persons Services-homeless |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Public Housing Needs Homelessness Needs - Veterans Homelessness Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 16 | **Agency/Group/Organization** | BERNALILLO COUNTY HOUSING DEPT |
| **Agency/Group/Organization Type** | Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Service-Fair Housing Other government - County |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Market Analysis |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 17 | **Agency/Group/Organization** | EASTERN REGIONAL HOUSING AUTHORITY |
| **Agency/Group/Organization Type** | Housing PHA Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Regional organization |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Colonias Set-aside Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 18 | **Agency/Group/Organization** | WESTERN REGIONAL HOUSING AUTHORITY |
| **Agency/Group/Organization Type** | Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Regional organization |
| **What section of the Plan was addressed by Consultation?** | Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Colonias Set-aside Strategy |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies. |
| 19 | **Agency/Group/Organization** | New Mexico Department of Health |
| **Agency/Group/Organization Type** | Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Health Agency Child Welfare Agency Other government - State Organizations Serving Colonias |
| **What section of the Plan was addressed by Consultation?** | Healthy Homes Initiative |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies, as well as data regarding lead-based paint statistics. MFA was a partner with the Department of Health in the Healthy Homes application and the 811 PRA application. |
| 20 | **Agency/Group/Organization** | Behavioral Health Services Division |
| **Agency/Group/Organization Type** | Services-Children Services-Persons with Disabilities Services-Health Health Agency Publicly Funded Institution/System of Care  Other government - State Organizations Serving Colonias |
| **What section of the Plan was addressed by Consultation?** | Homeless Needs – Chronically Homeless  Homeless Needs – Families with children |
| **Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?** | Plan coordination and review to assist in developing priority needs and strategies, as well as data regarding lead-based paint statistics. MFA was a partner with the Department of Health in the Healthy Homes application and the 811 PRA application. |

**Identify any Agency Types not consulted and provide rationale for not consulting**

None

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

| **Name of Plan** | **Lead Organization** | **How do the goals of your Strategic Plan overlap with the goals of each plan?** |
| --- | --- | --- |
| Continuum of Care | New Mexico Coalition to End Homelessness | MFA contributes financial support for the Coalition and in conjunction with the City of Albuquerque and the Coalition, has developed and implemented the New Mexico HMIS system. MFA participates in the CoC steering committee. MFA uses State Homeless funding to provide financial support to agencies receiving CoC awards. |
| 2015 Annual Action Plan | City of Albuquerque | MFA's goals overlap with those of the City of Albuquerque in providing affordable housing for the citizens of the State of New Mexico. |
| Low Income Housing Tax Credit Qualified Allocation | New Mexico Mortgage Finance Authority | The QAP, also prepared by MFA, is well aligned with the goals of the strategic plan to encourage the preservation and creation of affordable rental housing. |
| Analysis of Impediments to Fair Housing Choice | New Mexico Mortgage Finance Authority | Many of the recommendations from the AI have been incorporated in past and current Annual Action Plans, as well as in the Consolidated Plan. |

Table 3 – Other local / regional / federal planning efforts

**Narrative**

DFA sought and continues to seek input from the Community Development Council (CDC), Councils of Government, Mayors, County Commissioners, County Managers, Grants Administrators, other Local and County officials, as well as other state agencies on infrastructure, public facilities, planning, economic development, emergency and housing needs across the state.  DFA is also in the process of collaborating with other state agencies to streamline the funding, application, and program processes across the state.  In the future, these efforts will help maximize funding and mainstream the grants administration process for all municipalities and counties.

MFA received input throughout the year from a number of external advisory and oversight committees comprising representatives from various housing-related industries, political parties and geographic areas of the state to advise and comment on activities undertaken with federal dollars. These committees include the Mortgage Finance Authority Act Legislative Oversight Committee, the New Mexico Housing Trust Fund Advisory Committee, the Land Title Trust Fund Advisory Committee and the Allocation Review Committee.  MFA will continue to work with and consult with these committees regarding activities undertaken or proposed changes in activities to be undertaken throughout the tenure of this plan.  MFA also meets annually with focus groups based upon activities undertaken, i.e., a development focus group, a rehabilitation focus group, and a homeless focus group.

MFA and DFA recognize that many times, the difference between success and failure in a partnership is in the ability to operate with an effective communication system. In an effort to help organizations develop that capacity, MFA and DFA will continue their outreach to a variety of agencies and entities involved with housing and community development activities in New Mexico, including  NMCEH, the Behavioral Health Collaborative, the New Mexico Department of Mental Health, New Mexico Professional Technical Advisory Board (PTAB), Councils of Governments (COG), New Mexico Environment Department (NMED), New Mexico Department of Transportation (NMDOT), USDA Rural Development (USDA-RD), New Mexico Aging and Long-Term Services (ALTSD), New Mexico State Fire Marshal Office (SFMO), New Mexico Department of Health (NMDOH), Children Youth and Families Department (CYFD), New Mexico Governor’s Commission on Disability (GCD), New Mexico Office of the State Engineer (OSE),  New Mexico Finance Authority (NMFA),  New Mexico Public Regulation Commission (PRC) and United States Department of Agriculture (USDA).

## AP-12 Participation - 91.115, 91.300(c)

**1. Summary of citizen participation process/Efforts made to broaden citizen participation**

**Summarize citizen participation process and how it impacted goal-setting**

MFA and DFA conducted two public hearings on housing and community development issues to allow citizens the opportunity to provide input into this current FFY 2016 Annual Action Plan.  The use of webcasting, regular notices and online publication to solicit feedback for the development of the Annual Action Plan was a key component of our citizen participation strategy.

E-mail blasts were sent upon approval of the draft document to affordable housing developers, public housing agencies, HOME, ESG, HOPWA and CDBG recipients, Councils of Governments, disability advocates and service providers and providers of housing and services to the homeless. On September 14 and September 28, 2015, MFA and DFA presented the 2016 Action Plan at the MFA Board Room and via webcast.  The times, location and purpose of the public meeting were advertised in both English and Spanish in the Albuquerque, Santa Fe, Las Cruces, Roswell, Farmington and Clovis newspapers on August 30 (or 31), two weeks prior to the meeting.  The notice was also placed in the Spanish language newspaper, *El Semanario*.  Copies of the 2016 Action Plan were also sent via e-mail to both MFA and DFA contact lists, as noted above.  The notice was published on MFA’s “NM Annual Action Plan” page DFA’s web page at http://www.nmdfa.state.nm.us/2011\_New\_Mexico\_Action\_Plan\_1.aspx. Notices were also sent to our non-profit partners who provide services and programs in Colonias. A total of five (5) people attended the hearings, none of them members of the public.

The goals set forth in this Action Plan are carried forward from the 2015-2020 Consolidated Plan/2015 Action Plan previously approved by HUD. The citizen participation process, including focus groups, surveys and public hearings, during prior plan development was instrumental in determining what federal funding should be applied to what activity.

**2. Summary citizen participation process and efforts made to broaden citizen participation in Colonias**

The Las Cruces entitlement jurisdiction, the regional Council of Governments and the Regional Housing Authority were sent copies of the draft 2016 Annual Action Plan and requested to distribute it for comment to their network of contacts.  In addition, the public notice was published for the first time in the only Spanish newspaper in New Mexico, *El Semanario*.

**Citizen Participation Outreach**

| **Sort Order** | **Mode of Outreach** | **Target of Outreach** | **Summary of**  **response/attendance** | **Summary of**  **comments received** | **Summary of comments not accepted and reasons** | **URL (If applicable)** |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | Public Hearing | Minorities   Non-English Speaking - Specify other language: Spanish   Non-targeted/broad community | 5 staff members in attendance | None | N/A | www.housingnm.org |
| 2 | Newspaper Ad | Minorities   Non-English Speaking - Specify other language: Spanish   Non-targeted/broad community | See Appendix C | None | N/A |  |
| 3 | Internet Outreach | Non-English Speaking - Specify other language: Spanish   Non-targeted/broad community | None | None | N/A | www.housingnm.org; http://www.nmdfa.state.nm.us/2011\_New\_Mexico\_Action\_Plan\_1.aspx |

Table 4 – Citizen Participation Outreach

# Expected Resources

## AP-15 Expected Resources – 91.320(c)(1,2)

**Introduction**

Housing and community development resources are expected to be available to the state of New Mexico through the US Department of Housing and Urban Development (HUD) under several federal block grant programs.  These block grants include the Small Cities Community Development Block Grant (CDBG) Program, Home Investment Partnerships Program (HOME), Emergency Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). The HOME program will produce program income that will also be available for program specific housing and community development activities in the state.

In addition, several HUD-funded competitive grants are also available.  MFA and its partner agencies may compete for additional resources under the Supportive Housing Program (SHP), Shelter Plus Care (S+C), Section 811 Housing for Persons with Disabilities, Section 202 Housing for the Elderly, Rural Innovation Fund, and Housing Counseling.  Many programs leverage their resources with other HUD funding sources that they receive directly such as the FHA Multifamily Housing Finance Agency Pilot Program under section 542(c) of the Housing and Community Development Act of 1992, The Self-Help Homeownership Opportunity Program and the Native American Housing Assistance and Self-Determination Act of 1996.

In July 2012 DFA applied directly to HUD for $42,200,000.00 in Section 108 Loans to be guaranteed by the state’s CDBG Allocation. The Section 108 Loan Guarantee Program allows for loans to be made to small cities and counties on behalf of their needs for economic and community development. HUD sells bonds on the private market and uses the proceeds to fund Section 108 loans through the state to local governments. The local government may loan the funds to third parties to undertake eligible CDBG activities (typically economic development) or use the funds for other eligible CDBG activities that must be repaid. CDBG future allocations are used as secondary security for the HUD loan to the local government (the loan guarantee).

MFA’s additional federal resources include Mortgage Revenue Bonds (MRBs) and Low Income Housing Tax Credits (LIHTC) available from the IRS, Weatherization Assistance Program (WAP) funds awarded by the Department of Energy and resources available to rural areas through several programs funded by the US Department of Agriculture. These rural development programs include: Guaranteed Rural Housing Program, Section 502 Direct Loan Program, Section 504 Loan/Grant Repair Program, Section 514/516 Farm Labor Housing Program and Section 515 Rural Rental Housing Loan Program.

Other nonfederal resources expected to be available through MFA include resources from the MFA Housing Opportunity Fund and General Fund, taxable bonds, 501(c)(3) bonds, the state Affordable Housing Tax Credit Program, and the New Mexico Housing Trust Fund.  MFA receives money from PNM, Xcel Energy, and New Mexico Gas Company, the state’s largest utilities, for energy efficiency measures.  MFA has established a charitable trust that can receive and lend money to foster more affordable housing in New Mexico. Under the state Affordable Housing Act, capital outlay money from the New Mexico state Legislature can be used for affordable housing activities as long as the use of the funds is consistent with the Act, its implementing regulations and all applicable local regulations.

**Anticipated Resources**

| **Program** | **Source of Funds** | **Uses of Funds** | **Expected Amount Available Year 1** | | | | **Expected Amount Available Reminder of ConPlan**  **$** | **Narrative Description** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Annual Allocation: $** | **Program Income: $** | **Prior Year Resources: $** | **Total:**  **$** |
| CDBG | public - federal | Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services | 10,477,460 | 0 | 0 | 10,477,460 | 31,432,380 | State of New Mexico CDBG State and Small Cities Program, YEAR 2 2015-2016 CON PLAN |
| HOME | public - federal | Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA | 3,540,780 | 1,000,000 | 1,826,945 | 6,367,725 | 19,123,011 | State of New Mexico HOME Program, YEAR 2 2015-2019 CON PLAN |
| HOPWA | public - federal | Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA | 626,159 | 0 | 0 | 626,159 | 1,878,477 | State of New Mexico HOPWA Program combines the City of Albuquerque HOPWA Allocationwith the New Mexico non-entitlementYEAR 2 OF THE 2015-2019 CON PLANaward |
| ESG | public - federal | Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing | 1,105,350 | 0 | 0 | 1,105,350 | 3,316,050 | State of New Mexico ESGYEAR 2 OF THE 2015-2019 CON PLAN |
| Other | public - federal | Multifamily rental new construction Multifamily rental rehab | 4,796,160 | 0 | 0 | 4,796,160 | 0 | Estimated annual allocation of LIHTC |
| Other | public - state | Homebuyer assistance Housing | 126,000,000 | 0 | 0 | 126,000,000 | 0 | MFA provides low interest mortgage bond and other financing, with down payment assistance and grants, for homebuyers throughout the state |
| Other | public - state | Overnight shelter Permanent housing placement Rapid re-housing (rental assistance) Services Supportive services TBRA Transitional housing | 1,000,000 | 0 | 0 | 1,000,000 | 3,000,000 | Legislative allocation to fund homeless programs across the state. |

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Federal funds in the programs show above are leveraged in many ways.  CDBG funds are leveraged with appropriations from the state legislature and the local government.  HOME funds are leveraged with HUD Risk Sharing, RAD funds, NAHASDA funds, USDA loans and grants, mortgage revenue bonds, Low Income Housing Tax Credits, DOE and State Weatherization funds, and MFA's Housing Opportunity Fund and our General Fund.  ESG is leveraged with appropriations from the state legislature, and is used in conjunction with funds such as the Continuum of Care and Shelter Plus Care.  HOPWA funds are leveraged with Ryan White funds and state and local appropriations.

Match requirements of the HOME program will be met by three primary sources: resources committed by grantees and local governments, proceeds from mortgage revenue bonds and MFA general fund interest subsidy.  New Mexico qualifies for a 100% match reduction granted by HUD for FY 2015.   For a state to qualify as distressed based on the personal income growth rate, the state per capita income growth rate must have been less than 3.04% which is 75 percent of the average national personal income growth rate of 4.05%.  New Mexico's growth rate was 3.02%.

The state meets the CDBG match requirement by utilizing an in-kind match of personnel services.  The CDBG Bureau Chief and project managers are the only staff that uses CDBG funds to cover a portion of their salaries.  However, there are many staff within DFA that review and process CDBG related documents in which there salaries are paid from the state’s General Fund.  These additional staff members include upper DFA management, Administrative Services Division management and staff as well as Local Government Division management and staff. 

Match requirements of the ESG program will be met by sub grantees in an amount at least equal to their approved ESG funding amounts for eligible activities.   Matching funds must be contributed to the ESG program and expended for the recipient's or subrecipient's allowable ESG costs.  Matching funds are derived primarily using five sources and will vary depending on the agency: fund raising or cash, in-kind donations, non-profit grants including the United Way, and other federal funds, which may or may not pass through the state of New Mexico.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

Not applicable because no state-owned land will be used to address the needs identified in the plan.

**Discussion**

# Annual Goals and Objectives

**AP-20 Annual Goals and Objectives – 91.320(c)(3)&(e)**

**Goals Summary Information**

| **Sort Order** | **Goal Name** | **Start Year** | **End Year** | **Category** | **Geographic Area** | **Needs Addressed** | **Funding** | **Goal Outcome Indicator** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | Finance multifamily rental new construction | 2015 | 2020 | Affordable Housing | Statewide | Low-moderate income renter households | CDBG: $0 HOPWA: $0 HOME: $0 ESG: $0 | Rental units constructed: 10 Household Housing Unit |
| **2** | Provide Financial Assistance to First-Time Homebuy | 2015 | 2020 | Affordable Housing | Statewide | Low-moderate Income Owner Households | HOME: $0 | Homeowner Housing Added: 1 Household Housing Unit Direct Financial Assistance to Homebuyers: 5 Households Assisted |
| **3** | Provide Resources for Owner-Occupied Rehab | 2015 | 2020 | Affordable Housing | Statewide | Low-moderate Income Owner Households | CDBG: $0 HOPWA: $0 HOME: $0 ESG: $0 | Homeowner Housing Rehabilitated: 40 Household Housing Unit |
| **4** | Finance Multifamily Rental Acquisition and Rehab | 2015 | 2020 | Affordable Housing | Statewide | Low-moderate income renter households | HOME: $340,000 | Rental units rehabilitated: 10 Household Housing Unit |
| **5** | Encourage the development of special needs housing | 2015 | 2020 | Non-Homeless Special Needs | Statewide | Elderly and Frail Elderly Severe Mental Illness Persons with Disabilties Persons with alcohol and other addictions Persons with HIV/AIDS Victims of Domestic Violence | CDBG: $0 HOPWA: $0 HOME: $0 ESG: $0 | Housing for Homeless added: 5 Household Housing Unit |
| **6** | Expand housing for special needs populations | 2015 | 2020 | Non-Homeless Special Needs | Statewide | Elderly and Frail Elderly Severe Mental Illness Persons with Disabilties Persons with alcohol and other addictions Persons with HIV/AIDS Victims of Domestic Violence | CDBG: $0 HOPWA: $0 HOME: $0 ESG: $0 | Rental units constructed: 6 Household Housing Unit Tenant-based rental assistance / Rapid Rehousing: 100 Households Assisted |
| **7** | Fund services for and persons living with HIV/AIDS | 2015 | 2020 | Non-Homeless Special Needs | Statewide | Persons with HIV/AIDS | CDBG: $0 HOPWA: $0 HOME: $0 ESG: $0 | Housing for People with HIV/AIDS added: 0 Household Housing Unit HIV/AIDS Housing Operations: 200 Household Housing Unit |
| **8** | Increase services people experiencing homelessness | 2015 | 2020 | Homeless | Statewide | Homelessness | CDBG: $0 HOPWA: $0 HOME: $0 ESG: $0 | Homeless Person Overnight Shelter: 5096 Persons Assisted Homelessness Prevention: 480 Persons Assisted |
| **9** | Increase living environments for homeless persons | 2015 | 2020 | Homeless | Statewide | Persons with Disabilties Homelessness | CDBG: $0 HOPWA: $0 HOME: $0 ESG: $0 | Overnight/Emergency Shelter/Transitional Housing Beds added: 20 Beds |
| **10** | Enhance infrastructure, public facilities, housing | 2015 | 2020 | Non-Housing Community Development | COLONIAS NEIGHBORHOOD Statewide | Community Development Needs | CDBG: $0 | Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 43000 Households Assisted Jobs created/retained: 0 Jobs |

Table 6 – Goals Summary

**Goal Descriptions**

|  |  |  |
| --- | --- | --- |
| **1** | **Goal Name** | Finance multifamily rental new construction |
| **Goal Description** | Goal will aid individuals and families to find affordable housing through the construction of new affordable rental units.  Funding amount is unknown at this time and is dependent upon receipt of applications for HOME funding. |
| **2** | **Goal Name** | Provide Financial Assistance to First-Time Homebuy |
| **Goal Description** | Aid to individuals and families to purchase homes.  Funding amounts are unknown at this time. |
| **3** | **Goal Name** | Provide Resources for Owner-Occupied Rehab |
| **Goal Description** | Provide assistance to individuals and families throughout the state to enable them to rehabilitate their existing homes |
| **4** | **Goal Name** | Finance Multifamily Rental Acquisition and Rehab |
| **Goal Description** | Provide gap financing for the acquisition and rehabilitation of existing rental properties throughout the state |
| **5** | **Goal Name** | Encourage the development of special needs housing |
| **Goal Description** | Goal will aid individuals and families with special needs to find affordable housing through the construction of new affordable rental units |
| **6** | **Goal Name** | Expand housing for special needs populations |
| **Goal Description** | Providing funding for acquisition/rehabilitation or new construction of units for special needs populations, usually through HOME rental development.  Goal also includes providing funding for homeless prevention and rapid re-housing with ESG and HOPWA funding. |
| **7** | **Goal Name** | Fund services for and persons living with HIV/AIDS |
| **Goal Description** | Primary goal of the HOPWA program is to provide activities that serve persons with HIV/AIDS throughout New Mexico |
| **8** | **Goal Name** | Increase services people experiencing homelessness |
| **Goal Description** | Provision of services to homeless families and individuals in emergency shelters/transitional housing programs, shelter operations, transitional housing program operations; essential services |
| **9** | **Goal Name** | Increase living environments for homeless persons |
| **Goal Description** | Provision of payments for rents and utilities.  Assistance may be tenant or project-based.  Beneficiaries may include homeless individuals or families or individuals or families at risk of homelessness |
| **10** | **Goal Name** | Enhance infrastructure, public facilities, housing |
| **Goal Description** | Goal provides funding to non-entitlement local governments through an annual competition to carry out infrastructure projects, for a wide variety of activities that primarily serve LMI persons throughout the state |

Table 7 – Goal Descriptions

## AP-25 Allocation Priorities – 91.320(d)

**Introduction**

The following section descibes the allocation priorities by goals in this plan.

**Funding Allocation Priorities**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Finance multifamily rental new construction (%)** | **Provide Financial Assistance to First-Time Homebuy (%)** | **Provide Resources for Owner-Occupied Rehab (%)** | **Finance Multifamily Rental Acquisition and Rehab (%)** | **Encourage the development of special needs housing (%)** | **Expand housing for special needs populations (%)** | **Fund services for and persons living with HIV/AIDS (%)** | **Increase services people experiencing homelessness (%)** | **Increase living environments for homeless persons (%)** | **Enhance infrastructure, public facilities, housing (%)** | **Colonias Set-Aside (%)** | **Total (%)** |
| CDBG | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 80 | 10 | **90** |
| HOME | 6 | 5 | 47 | 31 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | **92** |
| HOPWA | 0 | 0 | 0 | 0 | 0 | 0 | 90 | 0 | 0 | 0 | 0 | **90** |
| ESG | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30 | 65 | 0 | 0 | **95** |
| Other Bonds and other financing | 0 | 100 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | **100** |
| Other LIHTC | 50 | 0 | 0 | 50 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | **100** |
| Other State homeless funding | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | **0** |

Table 8 – Funding Allocation Priorities

**Reason for Allocation Priorities**

Through experience, data analysis and consultation, the allocation priorities for CDBG and HOME have been identified as noted above. These priorities reflect the estimated amount of funds necessary to meet the goals set forth in this Plan and address the priority needs identified by the state. HUD funds are being targeted to priority housing and community development needs, including homebuyer assistance, homeowner rehabilitation, affordable rental housing, homelessness, rapid rehousing and infrastructure needs, specifically those related to water. These funds will be leveraged by other state and federal funds. Additionally, other state and federal funds will address foreclosure prevention, homebuyer assistance, and permanent supportive housing needs.

For the state CDBG program, the allocation percentages are based on totals given the demand-driven nature of the program and HUD regulation. Most CDBG funds are allocated through annual competition. This competitive process prioritizes funding in part to applicants that describe and document significant need. This need-based review prevents DFA from predicting the ultimate geographic distribution of assistance, as areas of need can change over the course of a year. This method of distribution ensures that the funding is allocated to those eligible, non-entitlement low-income areas with demonstrated need and capacity.

HOME funds are allocated to activities as indicated above on an annual basis, after MFA learns the amount of funding from HUD for the upcoming year. Applications for HOME funds for multifamily developments are made through a competitive process if part of a LIHTC application. HOME multifamily funding applications without LIHTC can be submitted at any time. HOME funding for homeowner rehabilitation, or “House by House” is provided on a first-come, first-served basis for as long as funding is available – usually six months. HOME homebuyer assistance, or “Single Family Development,” is provided on a first-come, first-served basis in conjunction with CHDO operating funds for as long as funding is available.

**How will the proposed distribution of funds will address the priority needs and specific objectives described in the Consolidated Plan?**

Funds are limited and are prioritized to meet the highest needs as identified in the Consolidated Plan. Each program’s parameters and distribution method target the priority needs and objectives.

## AP-30 Methods of Distribution – 91.320(d)&(k)

**Introduction**

**Distribution Methods**

Table 9 - Distribution Methods by State Program

|  |  |  |
| --- | --- | --- |
| **1** | **State Program Name:** | Continuum of Care Performance Program |
| **Funding Sources:** | Bonds and other financing |
| **Describe the state program addressed by the Method of Distribution.** | The Continuum of Care Performance Program (CoC) uses state homeless funds and is operated in conjunction with the local CoC renewal process.  Funds are awarded through limited source procurement to agencies renewing CoC awards, based on HUD performance measures and an adjustment factor to transition from the current program structure to the new program structure.  State funds to address homelessness are used to provide incentives for agencies to meet and exceed HUD’s performance measures for CoC programs, targeting these resources to where they can be most effective. Agencies may use funds for a variety of eligible activities tied to operating a CoC program, including supportive services, operations of supportive housing programs, new construction, and rehabilitation. |
| **Describe all of the criteria that will be used to select applications and the relative importance of these criteria.** | Please see attached "EHAP Selection Criteria" text file. |
| **If only summary criteria were described, how can potential applicants access application manuals or other**  **state publications describing the application criteria? (CDBG only)** | N/A |
| **Describe the process for awarding funds to state recipients and how the state will make its allocation available**  **to units of general local government, and non-profit organizations, including community and faith-based**  **organizations. (ESG only)** | N/A |
| **Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other**  **community-based organizations). (HOPWA only)** | N/A |
| **Describe how resources will be allocated among funding categories.** | N/A |
| **Describe threshold factors and grant size limits.** | N/A |
| **What are the outcome measures expected as a result of the method of distribution?** | Number of people assisted |
| **2** | **State Program Name:** | DFA Administered CDBG Program |
| **Funding Sources:** | CDBG |
| **Describe the state program addressed by the Method of Distribution.** | The Community Development Council (CDC) and DFA have developed rating and ranking criteria for evaluation of CDBG projects. The selection criteria in the rating and ranking system will give priority to projects that firmly demonstrate the following: need, appropriateness, impact, and benefit to low and moderate income persons. Rating and ranking criteria can be found in Rule 2.110.2 of the New Mexico Administrative Code. See http://164.64.110.239/nmac/parts/title02/02.110.0002.htm |
| **Describe all of the criteria that will be used to select applications and the relative importance of these criteria.** | Eligible applicants must meet the following minimum requirements:  -Projects must be fully functional on a stand-alone basis once awarded funds have been expended.  -Projects must be completed within twenty-four (24) months of a fully executed grant agreement.  -Application requests are limited to a maximum of $500,000. All applications must include a full and phased scope of work, including budgets.  -A previous year’s unfunded CDBG application may be re-submitted if the applicant conducts a required public hearing, and determines that the project is still viable and a priority for the community.  - The application must be complete or will be returned to the applicant and not considered for funding.  -Applications must include a determination of rural or non-rural status, a project description, project location, including proof of site control.  -Prior CDBG projects must be completed and closed consistent with federal requirements, with all findings and concerns resolved and cleared.  -Audits must be current, and will be scrutinized to determine fiscal capacity and capability.  -Budgets and quarterly and monthly financial reports must be current.  -Match, leverage, or other funding commitments must be secured at time of application |
| **If only summary criteria were described, how can potential applicants access application manuals or other**  **state publications describing the application criteria? (CDBG only)** | A mandatory application workshop will be held every fall for all eligible applicants with the application submission due in late spring of the following year. Each attendee will receive a copy of the latest CDBG workshop manual which will be posted online at nmdfa.state.nm.us/local\_government.aspx  DFA will review CDBG applications with the rating and ranking criteria identified in the CDBG Rules and Regulations (NMAC 2.110.2). Once the rating and ranking is complete, a recommendation is submitted to the CDC. DFA will ensure that at least 70 percent of CDBG funds are used for activities that benefit low to moderate income persons. The CDBG funds will be obligated the year in which they are awarded from HUD. |
| **Describe the process for awarding funds to state recipients and how the state will make its allocation available**  **to units of general local government, and non-profit organizations, including community and faith-based**  **organizations. (ESG only)** | N/A |
| **Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other**  **community-based organizations). (HOPWA only)** | N/A |
| **Describe how resources will be allocated among funding categories.** | Under the CDBG program eligible applicants can apply for one of the following categories; contingent on funding availability; community infrastructure, housing, public facility capital outlay, economic development, emergency, colonias, or planning.  CDBG community infrastructure funds can be used for eligible activities that may include, but are not limited to, the following: real property acquisition, construction or rehabilitation of the following, water systems, sewer systems, municipal utilities, roads, streets, highways, curbs, gutters, sidewalks, storm sewers, street lighting, traffic control devices, parking facilities or solid waste disposal facilities.  CDBG eligible housing activities may include, but are not limited to, the following: real property acquisition; rehabilitation, clearance, demolition and removal of privately-owned or acquired property for use or resale in the provision of assisted housing, provision of public facilities to increase housing opportunities; financing the repair, rehabilitation and in some cases reconstruction of privately-owned residential or other properties through either loan or grant programs; certain types of housing modernization, temporary relocation assistance; code enforcement; or historic preservation activities not to exceed sixty five thousand dollars ($65,000) for home rehabilitation/repair activities.  CDBG public facility eligible activities may include, but are not limited to, such items as real property acquisition; construction or improvement of community centers, senior citizen centers, nonresidential centers for the handicapped such as sheltered workshops; other community facilities designed to provide health, social, recreational or similar community needs.  CDBG economic development funds can be used to assist communities in the promotion of economic development. Eligible economic development activities may include, but are not limited to, acquisition of real property; construction, reconstruction rehabilitation, or installation of public facilities; site improvements; utilities; commercial or industrial buildings or structures; other commercial or industrial real property improvements or planning.  CDBG emergency funds provide funding for emergency projects that address life-threatening situations resulting from disasters or imminent threats to health and safety and are of recent origin when other financial resources are not available to meet such needs.  CDBG planning funds may include, but are not limited to, items like consolidated plan and special studies such as base mapping, aerial photography, geographic information systems, or global positioning; satellite studies; improvement of infrastructure capital improvement plans and individual project plans; development of codes and ordinances that further refine the implementation of the comprehensive plan; climate change mitigation and adaptation plans; preliminary engineering reports (according to USDA/RUS guidelines); related citizen participation or strategic planning processes; or other functional or comprehensive planning activities; asset management plans or regionalization of infrastructure and service delivery. |
| **Describe threshold factors and grant size limits.** | Local governments, excluding the entitlement areas can have one open project at any time for up to $500,000 in CDBG infrastructure funds.  Local governments, excluding the entitlement areas can apply throughout the year for up to $500,000, as long as funds are available.  Local governments, excluding the entitlement areas can have one open project at any time for up to $500,000 for CDBG public facilities.  Local governments, excluding the entitlement areas can have one open project at any time for up to $500,000 for CDBG economic development funds, as long as funds are available.  Local governments, excluding the entitlement areas can have one open project at any time for up to $500,000 for CDBG emergency funds, as long as funds are available.  Applicants may apply for up to $50,000 for CDBG planning funds throughout the year, as long as funds are available. |
| **What are the outcome measures expected as a result of the method of distribution?** | Outcome measures associated with the following goal:  **Enhance the quality of New Mexico’s infrastructure:**  *Availability/Accessibility*: The number of water or wastewater projects and streets completed; the number of colonias projects completed, by type of project; the number of planning projects that will provide readiness; the number of housing units rehabilitated and/or produced  *Affordability*: The number of eligible persons assisted with new water or wastewater systems; the number of persons within colonias assisted with water/wastewater or other infrastructure projects; the number of eligible persons who the improved facilities will serve; the number of persons assisted with housing rehabilitation  *Sustainability*: The economic development benefits imparted to each community receiving the enhanced infrastructure investments, including the colonias; the economic development benefits imparted to each community whose public facilities have been improved |
| **3** | **State Program Name:** | Emergency Homeless Assistance Program (EHAP) |
| **Funding Sources:** | ESG |
| **Describe the state program addressed by the Method of Distribution.** | The MFA administers the Emergency Homeless Assistance Program which is funded through HUD’s Emergency Solutions Grant (ESG) program and an appropriation of the state of New Mexico to the state Homeless Program. This program continues funding for emergency shelter operations and provides certain essential services to individuals with an increased emphasis on local collaboration to maximize all resources, with a federal goal of reducing lengths of homeless episodes and reducing new and return entries into homelessness.  Emergency Homeless Assistance uses ESG and state homeless funds for homeless assistance to carry out activities such as emergency shelter operations, essential services and data collection using the Homeless Management Information System (HMIS) or Osnium, a comparable database for domestic violence service providers.  Qualifying individuals must meet HUD’s definition of homelessness. |
| **Describe all of the criteria that will be used to select applications and the relative importance of these criteria.** | An RFP is issued for ESG pursuant to MFA’s Procurement Policy to solicit proposals from qualified Offerors capable of providing program services for EHAP funding within a particular program year in accordance with 24 CFR 576. Resources are allocated based on criteria in 3 weighted components: Community Need 50%; Performance-Housing Placement 15%; and Capacity/Experience 35%. Offerors must meet each of the following minimum threshold criteria, following deficiency correction, in order to be considered for funding. This includes the minimum criteria outlined below for specific activities and minimum criteria outlined below for agencies not receiving funds in the previous contract year. These criteria must be met by all Offerors to be considered for funding. Waivers to “Minimum Threshold Criteria” may be approved by MFA’s Policy Committee.  1. Offeror must be one of the following entity types: a. A non-profit organization with 501(c)(3) status and with a primary mission of providing shelter and services to people who are experiencing homelessness, including people fleeing domestic violence. If a non-profit, Offeror must submit proof of 501(c)(3). b. A unit of general purpose local government; c. a tribal government.  2. Offeror must submit proof of current registration as charitable organization with the New Mexico Attorney General’s Office, covering the fiscal year ending in 2014 or proof of exemption therefrom. Information can be submitted online and verification obtained via https://secure.nmag.gov/coros/. Verification should be in the form of the first page of the “NM Charitable Organization Registration Statement.”  3. If an Offeror is a non-profit, Offeror must submit a Letter of Support from the unit of local government including: A letter supporting the Offeror’s proposal to MFA dated no more than 180 days prior to the proposal date; letter signed by a local government official authorized to sign such a letter; from the city, town, village or tribe in which the program activity will take place; for activities that will take place in unincorporated areas, the county is the unit of local government; and the letter must specifically endorse the project/activity proposed in the proposal.  4. Agencies who received any program funds last year must provide an independent CPA’s report (Audit), conducted in accordance with Government Auditing Standards (GAS). Offeror will submit the most recent audit available. If Offeror received $500,000 in federal funds from one or more sources (in the fiscal year ending in 2014, $750,000 in the fiscal year ending in 2015), a Single Audit is required pursuant to 2 CFR 200 Subpart F. The following types of audit issues may disqualify an Offeror from funding: a. Repeat and unresolved audit findings, as determined by MFA; b. If Offeror has received greater than $500,000 in funding (in the fiscal year ending in 2014, $750,000 in the fiscal year ending in 2015) and the single audit did not meet the requirements of the 2 CFR 200 Subpart F; c. For Single Audit, no proof of Federal audit clearinghouse submission (FORM SF-SAC); d. If Governmental entity, proof is not included of current audit submission to the Office of the New Mexico State Auditor; e. If referenced in audit as a separate communication, no submission of Management Response letter and management response to concerns noted in the management letter; f. if any findings, no submission of management response to findings; g. Agency’s auditor is not on the state auditor’s approved list. |
| **If only summary criteria were described, how can potential applicants access application manuals or other**  **state publications describing the application criteria? (CDBG only)** | N/A |
| **Describe the process for awarding funds to state recipients and how the state will make its allocation available**  **to units of general local government, and non-profit organizations, including community and faith-based**  **organizations. (ESG only)** | All funds are distributed on a competitive basis to eligible local governments, tribal entities, and nonprofit organizations. Funds will be renewed annually with periodic requests for proposals to identify new providers. Restrictions on funding amounts include:  -No organization will receive more than 15 percent of the total funds available.  -Limits to activities under Emergency Homeless Assistance will be in place.  • Administrative awards are issued to units of local government including local Public Housing Authorities.  • Tribal entities and regional housing authorities are not eligible to receive federal ESG funds and will receive only state homeless funds |
| **Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other**  **community-based organizations). (HOPWA only)** | N/A |
| **Describe how resources will be allocated among funding categories.** | Deducted from the total available is 7.5% for administrative fees for MFA and $61,000 for HMIS database management contract. |
| **Describe threshold factors and grant size limits.** | No organization will receive more than 15 percent of the total funds available. |
| **What are the outcome measures expected as a result of the method of distribution?** | Outcome measures associated with the following goals include:  **Increase the level and range of services provided to people experiencing homelessness:**  *Availability/Accessibility*: The number of homeless persons provided with services; the number and types of services provided to persons experiencing homelessness  *Affordability*: The number of persons who gained a stable transitional or permanent housing situation  **Increase the number of available living environments:**  *Availability/Accessibility*: The number of homeless persons going from  transitional housing to permanent housing; the number of homeless persons placed in permanent supportive housing units who stay at least 6 months  *Affordability*: The number of transitional housing units created; the number of permanent supportive housing units created  *Sustainability*: The number of previously homeless persons in transitional housing; the number of previously homeless persons placed in permanent supportive housing |
| **4** | **State Program Name:** | HOME Rental Development |
| **Funding Sources:** | HOME |
| **Describe the state program addressed by the Method of Distribution.** | Home Rental Developments funds are distributed via a competitive RFP annually along with LIHTC’s. Any funds remaining after the RFP are distributed on a first-come, first-served basis throughout the year.  HOME funds will be used to leverage a number of rental development resources by providing gap financing to eligible projects. |
| **Describe all of the criteria that will be used to select applications and the relative importance of these criteria.** | The priority for multifamily rental financing is for projects that will serve homeless individuals and special needs populations. HOME/Rental Development funds provide gap financing to nonprofit and for-profit developers, public and tribal entities, and CHDOs for construction, acquisition, or acquisition and rehabilitation of affordable rental housing. Units financed with HOME funds must be affordable to households earning at or below 60 percent of the area median income adjusted for family size, and awards may be further restricted by other federal funding limits.  HOME funds will be used to fill the gap between the cost of development and other sources of funding. To the extent projects are able to carry senior market-rate debt; HOME dollars will be reduced accordingly to maximize their efficiency. Projects must have demonstrated financing gaps and will be subject to underwriting standards that, among other criteria, verify that HOME funds are needed and will enhance affordability.  Market studies, or other evidence of market need, are required at MFA’s discretion. MFA accepts and review applications on a continuous basis. Additional CHDO set-aside funds are also available to projects meeting these guidelines and developed, sponsored, or owned by certified CHDOs.  MFA sets aside 15 percent of its HOME allocation for CHDO development projects.  Applicants are encouraged to produce units that are energy efficient with low water usage. The MFA will coordinate with the Department of Energy and Minerals and the Construction Industries Division on ways to ensure energy and water efficiency in new affordable housing developments.  MFA will also seek to coordinate funding to promote energy efficient upgrades in affordable housing developments.  These awards will be in the form of below-market rate debt. Exceptions may be made for transitional and permanent rental housing, single room occupancy units (SROs) and group homes targeted for populations at or below 30 percent of the area median income. Staff may determine limits on the amount of funds available on an annual basis that will be awarded as grants versus loans.  If the majority of HOME/Rental funds are drawn prior to completion and lease-up, guaranties by entities acceptable to MFA are required. |
| **If only summary criteria were described, how can potential applicants access application manuals or other**  **state publications describing the application criteria? (CDBG only)** | N/A |
| **Describe the process for awarding funds to state recipients and how the state will make its allocation available**  **to units of general local government, and non-profit organizations, including community and faith-based**  **organizations. (ESG only)** | N/A |
| **Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other**  **community-based organizations). (HOPWA only)** | N/A |
| **Describe how resources will be allocated among funding categories.** | The HOME Rental Development program includes two components: HOME/LIHTC and HOME/Rental Incentives.  HOME/LIHTC funds apply to projects that are simultaneously awarded federal Low Income Housing Tax Credits (LIHTC) for new construction, acquisition and rehabilitation, or refinancing and rehabilitation of affordable rental housing in MFA’s annual competitive round. Projects using HOME funds in conjunction with the tax credit program must meet all the conditions and requirements set forth in the applicable Qualified Allocation Plan (QAP).  HOME funds will be awarded on the basis of tax credit scoring until all HOME funds allocated for this purpose have been awarded.  Based on availability of funds, HOME/Tax Credit awards may not exceed the lesser of (a) $15,000 per unit for CHDOs/$7,500 for non-CHDOs, (b) $640,000 per  project or (c) 80 percent of the project’s total development costs. Award amounts and payment structures will be determined by the debt capacity of the individual project, and underwriting terms used to determine principal and payment amounts will meet the standards adopted for the LIHTC and HOME programs.  Preference will be given to projects having a CHDO as developer, owner or sponsor.  A separate pool of HOME funds, HOME/Rental Incentives, cannot be used for projects that receive a competitive allocation of tax credits, although projects receiving tax credits associated with private activity bond volume cap (*i.e.* four percent credits) are eligible.  Based on availability of funds, HOME/Rental Incentive awards may not exceed the lesser of (a) $15,000 per unit for CHDOs/$7,500 for non-CHDOs, (b) $800,000 per project for CHDOs/ $600,000 for non-CHDOs, or (c) 80 percent of the project’s total development cost. The primary mortgage may be derived from tax-exempt bonds, 501(c)3 bonds, conventional loans or other sources, and award amounts and payment structures will be determined by the debt capacity of the individual project. Applications for these HOME funds will be accepted and reviewed on a continuous basis until all HOME funds allocated for this purpose have been awarded.  Preference will be given to projects having a CHDO as developer, owner or sponsor. |
| **Describe threshold factors and grant size limits.** | Based on availability of funds, HOME/Tax Credit awards may not exceed the lesser of (a) $15,000 per unit for CHDOs/$7,500 for non-CHDOs, (b) $640,000 per  project or (c) 80 percent of the project’s total development costs. Award amounts and payment structures will be determined by the debt capacity of the individual project, and underwriting terms used to determine principal and payment amounts will meet the standards adopted for the LIHTC and HOME programs.  Preference will be given to projects having a CHDO as developer, owner or sponsor.  Based on availability of funds, HOME/Rental Incentive awards may not exceed the lesser of (a) $15,000 per unit for CHDOs/$7,500 for non-CHDOs, (b) $800,000 per project for CHDOs/ $600,000 for non-CHDOs, or (c) 80 percent of the project’s total development cost. |
| **What are the outcome measures expected as a result of the method of distribution?** | **Finance Multi-family Rental Housing New Construction**  *Availability/Accessibility*: The number of eligible households that benefit from new rental construction  *Affordability*: The number of affordable rental housing units that have been financed  *Sustainability*: The number of affordable rental housing units that have been added to the affordable rental housing stock  **Finance Multi-Family Rental Acquisition and Rehabilitation:**  *Availability/Accessibility*: The number of eligible units that have benefited from rental rehabilitation  *Affordability*:  The number of rental units that have undergone rehabilitation and remain affordable  *Sustainability*: The number of units that have been rehabilitated and become additions to the affordable rental housing stock |
| **5** | **State Program Name:** | HOPWA Program |
| **Funding Sources:** | HOPWA |
| **Describe the state program addressed by the Method of Distribution.** | The objective of the Housing Opportunities for Persons with AIDS (HOPWA) formula grant program is to provide housing assistance and related supportive services to low-income persons in New Mexico suffering from immunodeficiency syndrome who may become homeless as a result of their condition.  MFA is the state formula grantee for the HUD HOPWA formula grant program, which includes both the City of Albuquerque allocation and the New Mexico nonentitlement allocation. |
| **Describe all of the criteria that will be used to select applications and the relative importance of these criteria.** | Funding under the HOPWA program will be available to units of local government and non-profit organizations that serve people who are HIV-positive and/or are living with AIDS to provide facility based housing assistance, short-term rent, mortgage and utility payments (STRMU) to prevent the homelessness of the tenant or owner of a dwelling, to provide continued tenant based rental assistance (TBRA)  for low income households, permanent housing placement for deposits or to secure permanent housing and to provide supportive services including, case management, drug and alcohol abuse treatment and counseling, day care, personal assistance, nutrition services, intensive care when required, and assistance in gaining access to local, state and federal government benefits and services. Supportive services also include health/medical services such as assistance with medical premiums, medical care while the client is waiting to get on insurance, medical copays, eye exams and glasses and dental treatment for health costs that are not covered under state compensation programs, an insurance policy or federal or state health benefits health benefits program. Health services may only be provided to individuals with AIDS or related diseases and not to their family members. |
| **If only summary criteria were described, how can potential applicants access application manuals or other**  **state publications describing the application criteria? (CDBG only)** | N/A |
| **Describe the process for awarding funds to state recipients and how the state will make its allocation available**  **to units of general local government, and non-profit organizations, including community and faith-based**  **organizations. (ESG only)** | N/A |
| **Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other**  **community-based organizations). (HOPWA only)** | HOPWA funding is allocated to sub-grantees based upon a competitive RFP including a renewal option. |
| **Describe how resources will be allocated among funding categories.** | A percentage of the HOPWA grant is allocated for administrative funds which will be divided between MFA and sub grantees for program administration.  The specific allocation is determined annually but will not exceed any statutory limit.  HOPWA funding is allocated to sub-grantees based upon a competitive RFP including a renewal option.  Funding for HIV/AIDS service provision and delivery is currently allocated to three regional Health Management Alliances (HMAs).  The HMA agencies and HOPWA providers provide a high level of coordinated services.  However, they face the obstacle of providing these services across a broad, rural area, where transportation and accessibility of other care is limited. |
| **Describe threshold factors and grant size limits.** | N/A |
| **What are the outcome measures expected as a result of the method of distribution?** | Outcome measures associated with the following goals:  **Fund entities providing housing and related services for HIV-positive persons and persons living with AIDS.**  *Availability/Accessibility*: The number of HIV/AIDS households served with housing without related services; the number of HIV/AIDS households served with housing and related services  *Affordability*:  The number of HIV/AIDS households that were assisted without services; the number of HIV/AIDS households that were assisted with services  *Sustainability*: The number units that were rehabilitated and/or added to the HIV/AIDS available stock of units |
| **6** | **State Program Name:** | MFA Administered HOME Program |
| **Funding Sources:** | HOME |
| **Describe the state program addressed by the Method of Distribution.** | The MFA has updated its set of ranking criteria to reflect the most current data available.  Down payment assistance will continue on a first-come, first-served basis and colonias and native american trust lands will be assigned extra points in all competitive grant applications.  Furthermore, developers of any new construction will be made aware of the construction accessibility requirements of both the federal Fair Housing Act and Section 504 of the Rehabilitation Act of 1973.  MFA is not investing HOME funds in ways other than those allowed in 24 CFR 92.205(b).  The 2016 project categories are:   * Homebuyer Assistance - first come - first served basis * Owner-Occupied Rehabilitation - Notice of Funding Availability (NOFA) - first come - first served basis * Rental Acquisition and Rehabilitation - with Low Income Housing Tax Credit (LIHTC) applications and continuous applications as long as funding is available * New Rental Construction - same as above * CHDO Operating Funds - with Single Family or Multifamily development project applications   Ten percent of HOME funds are designated for administrative fees, including subgrantee administrative costs for the owner occupied rehab and lead-based paint remediation activities. |
| **Describe all of the criteria that will be used to select applications and the relative importance of these criteria.** | HOME funds will be invested, at a minimum, as a zero percent interest due-on-sale loan for all activities except CHDO operating expenses.  Rental projects that provide transitional and permanent rental housing, SROs (Single Resident Occupancy units) and group homes targeted for populations at or below 30 percent of the area median income may receive a grant instead of a loan.  Similar geographically dispersed demands exist when MFA allocates its HOME resources. Some communities have a greater need for new housing development while other communities would best be served by rehabilitation of existing housing. MFA determines areas of statistically demonstrated need, based upon program activity type, on applications for funds, and current ranking criteria in use in the particular program year. For 2016, the ranking criteria were determined only for rental activities, as presented in Appendix B.  For 2016, MFA re-evaluated its areas of statistically demonstrated need, and concluded that needs would be determined for rental programs only. Each county was assigned a relative determined need of High, Medium or Low based on a number of indicators for both types of rental activity. A high need indicated an area where, ideally, the greatest amount of resources should be invested and projects or programs proposed to meet that need had the greatest opportunity for funding. A medium need indicated areas where a moderate amount of resources should be invested and projects or programs proposed to meet those needs were likely to be funded. A low need indicated an area where the least amount of resources should be invested. A project proposing to serve a low need area would not necessarily be excluded from funding; however, such projects have a lower opportunity for funding.  The selection criteria will vary by project category but the intent is to target and prioritize the highest need, agency capacity, number of individuals served and local government contribution. |
| **If only summary criteria were described, how can potential applicants access application manuals or other**  **state publications describing the application criteria? (CDBG only)** | N/A |
| **Describe the process for awarding funds to state recipients and how the state will make its allocation available**  **to units of general local government, and non-profit organizations, including community and faith-based**  **organizations. (ESG only)** | N/A |
| **Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other**  **community-based organizations). (HOPWA only)** | N/A |
| **Describe how resources will be allocated among funding categories.** | Some communities find that housing preservation is in line with their key housing needs. MFA administered HOME Funds for single family rehabilitation have been used for rehabilitation of owner-occupied housing, reconstruction or replacement where substandard units are in such poor repair that rehabilitation is not appropriate. Substandard units may be replaced with new manufactured housing that is affixed to a permanent foundation or a new site built home.  Instead of home purchases or rehab of single-family dwellings, other communities required new single family development, which includes housing activities that increase the supply of affordable single family units. This represents both new construction and the placement of new manufactured housing installations on permanent foundations. Also, the purchase and reconstruction of dilapidated units known as acquisition and rehabilitation can add to the affordable and suitable housing stock and, therefore, can also be considered for funding under this program activity. The Down Payment Assistance Program have been administered on a first-come, first-served basis.  While MFA had established areas of statistically demonstrated need in the past, new single family development is also dependent on housing developers having the capacity and the desire to build in designated high priority areas, factors not within MFA's control. It is expected to continue in this general manner.  Additionally, some communities may have other housing needs. For example, the need for new single family development like that noted above is driven by population growth; however, some areas that have not experienced significant population growth may still benefit from acquisition and rehabilitation of existing units. Those counties that had an owner-occupied vacancy rate that exceeds the state’s average represent an opportunity to increase the stock of available housing through such acquisition and rehabilitation.  Demand exists for MFA HOME resources for the provision of affordable rental units and CHDO set-aside operating funds throughout the more rural areas of New Mexico. This includes those activities intended to make existing rental units more affordable and/or improve the quality of the existing affordable rental units as well as new rental construction. New rental construction refers to the development of new multifamily rental units. The need for new multifamily rental units was categorized using a set of criteria indicated by population growth, areas of population concentration and low rental vacancy rates. The thresholds for assigning an area a high priority for new multifamily units included a population growth greater than the states average growth for the past three years; a population larger than 10,000 people in 2012 or the county's inclusion in a Metropolitan Statistical Area, and a rental vacancy rate less than five percent. Areas were considered to have a medium priority for rental funding if they met the population threshold, had population growth greater than the state's average for the past three years, or have a rental vacancy rate less than five percent. Areas with slower growth or less population were given a lower priority for multifamily projects. |
| **Describe threshold factors and grant size limits.** | Depends upon activity. Each funding source established threshold factors in their respective RFP, NOFA or other procurement vehicle. In general they all contain minimum threshold and evaluation requirements that are used for scoring and ranking. These factors include, need, capacity, individuals/families served and local contributions. |
| **What are the outcome measures expected as a result of the method of distribution?** | See Goals – Outcome measures are detailed in the goals as described in the executive summary (page 6). Overarching outcome is to increase or improve quality of life for all New Mexico residents. |
| **7** | **State Program Name:** | Rental Assistance Program (RAP) |
| **Funding Sources:** | ESG |
| **Describe the state program addressed by the Method of Distribution.** | ESG funds are distributed via a competitive RFP to eligible local governments, tribal entities, and nonprofit organizations. Tribal entities and regional housing authorities are not eligible to receive federal ESG funds and will receive only state homeless funds.  The MFA administers the Rental Assistance Program (RAP) which is funded through HUD’s Emergency Solutions Grant (ESG) and an appropriation of the state of New Mexico to the state Homeless Program. The Rental Assistance Program (RAP) uses ESG and state homeless funds to carry out activities such as homeless prevention assistance and rapid re-housing assistance which fall within ESG’s eligible activities of housing relocation, stabilization services and rental assistance. |
| **Describe all of the criteria that will be used to select applications and the relative importance of these criteria.** | Funds are distributed on a competitive basis to eligible local governments, tribal entities, and nonprofit organizations. Tribal entities and regional housing authorities are not eligible to receive federal ESG funds and will receive only state homeless funds. |
| **If only summary criteria were described, how can potential applicants access application manuals or other**  **state publications describing the application criteria? (CDBG only)** | N/A |
| **Describe the process for awarding funds to state recipients and how the state will make its allocation available**  **to units of general local government, and non-profit organizations, including community and faith-based**  **organizations. (ESG only)** | Qualifying households must be at or below 30 percent AMI, meet HUD’s definition of homelessness or be at imminent risk of homelessness, and must have the means to achieve sustainable housing following program assistance as demonstrated through a housing stability plan. The local agency determines the length of assistance to be provided in its jurisdiction; however, ESG rental assistance may not exceed 24 months of assistance within three years. |
| **Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other**  **community-based organizations). (HOPWA only)** | N/A |
| **Describe how resources will be allocated among funding categories.** | The ESG allocation is limited to sixty (60) percent of the total fiscal ESG grant for shelter operations minus seven and a half (7.5) percent for state/local government administration. MFA will not award more than fifteen (15) percent of available funds to any one offeror. |
| **Describe threshold factors and grant size limits.** | 1. A minimum award estimated to be $1,000 which is subject to change at MFA’s discretion.  2. A percentage of funds available after the minimum awards are subtracted from total available funds. The percentage for each respondent will be based on the respondent’s total score divided by a sum of all of the respondent’s scores.  3. Agencies that do not have a sufficient score to obtain a minimum contract of $10,000 will not be eligible to obtain funding and enter into a performance agreement with MFA.  4. MFA will not award more than fifteen (15) percent of available funds to any one offeror.  5. Total contract amounts from funds available under this proposal package may not make up more than fifty (50) percent of any offeror's total budget.  6. Funding is contingent on funds provided by HUD and the State of New Mexico, and the number of successful offerors.  7. Funding is not guaranteed to be consistent from year to year. |
| **What are the outcome measures expected as a result of the method of distribution?** | The following outcome measures are expected as a result:  The number of persons who gained a stable transitional or permanent housing situation |

**AP-30 EHAP criteria, part 2**

5. For agencies that did not receive EHAP funds in PY 2013-2014, the agency must provide either an audit to the above standards or an independent CPA’s review of financial statements.

6. Offeror must have been operating as an agency for a minimum of one (1) year as of the proposal date, sufficient to have one (1) full year covered in annual financial statements.

7. Offeror must be in “good standing” as of the date this RFP is issued. In order to be in good standing, Offeror must not have “suspended,” “debarred” or HUD’s Limited Denial of Participation status conferred upon it by MFA and/or other funding sources. Offeror must provide a print screen from www.sam.gov and https:/www5.hud.gov/ecpcis/main/ECPCIS\_List.jsp documenting search for Offeror’s name and executive director’s name, as proof of compliance. Must be dated within 30 days of the proposal date.

8. Offeror must submit proposal as directed in Sections 1.8 Proposal Format and 2.2 Proposal Requirements.

9. Offeror must submit Offerors Certification signed by authorized official.

10. Offeror must submit a table in the following format that demonstrates the administrative and financial management capacity necessary to accept and account for the use of public funds and to provide program services. Please include the positions of the executive director, financial manager, and other key staff with name, title, years of experience and capacity/role/services offered.

11. Offer must submit evidence of coordination with other targeted homeless services in the form of Memorandum of Understanding (MOUs), letters of coordination/agreement, contracts, etc.

Offeror must submit agency mission statement.

12. Offeror must submit an executive summary, less than one page. Summary includes the following details: what the agency does, primary activities and major funding sources.

Offeror must submit documentation of site control of the shelter facility, defined as one of the following: a. A current warranty deed in the agency’s name; b. a current mortgage note in the agency’s name; c. a current lease in the agency’s name; d. Other documentation of site control, if deemed acceptable by MFA through the FAQ and/or Deficiency Correction Process.

13. Offeror must operate an emergency shelter, defined as any facility, the primary purpose of which is to provide a temporary shelter for the homeless in an emergency situation and must have the capacity to shelter and accept inquiries at all hours, and which does not require occupants to sign leases or occupancy agreements. In order to qualify for these funds an agency must be able to: a. Provide safe, decent emergency shelter nightly for the entire year; b. Have at least 5 beds available; c. Operate the shelter facility in compliance with all applicable federal, state and local building codes, laws and regulations.

14. Offeror must submit bylaws or board resolution requiring board fiscal oversight that demonstrates financial integrity. Please provide a listing of your current Board Member in the following format. Name, home address, employer, position on board, area of expertise/qualifications, years on board, and term expiration date.

15. Offeror must submit policies and procedures approved by its Board of Directors to demonstrate a sound organization system of checks and balances (segregation of duties) in fiscal management. The policy must describe separate roles and responsibilities for cash receipts, check requests, check cutting/preparation and check signing.

Please note that actual HUD and State funding levels have not been determined at the writing of this document and could vary significantly from current year funding levels.

**Discussion**

These methods of distribution will allow MFA and DFA to address affordable housing, community development and homeless issues throughout the entire jurisdictional service area. CDBG funds are distributed to non-entitlement jurisdictions on a competitive basis. HOME funds are distributed statewide on a competitive basis for Rental Development with LIHTC. The remaining Rental Development HOME allocations are distributed on a first-come, first-served basis. ESG funds are distributed on a competitive basis throughout the entire state, excepting tribal entities and regional housing authorities who are not eligible to receive federal ESG funds and will receive only state homeless funds. HOPWA funds are awarded on a competitive basis, MFA’s contract funds in areas outside of Albuquerque, City of Albuquerque funds within the city limits.

## AP-35 Projects – (Optional)

**Introduction**

MFA and DFA wait to allocate funding on the project level until after HUD has published the FY formula allocations.  When DFA receives notice of the CDBG allocation, they will make their allocation/funding decisions which will be entered into IDIS through the AP-35 screen by DFA.  Likewise, MFA will follow their normal allocation/funding decision process after receiving notice from HUD.  Those projects will be entered into IDIS through the AP-35 screen by MFA.  This is the normal process, and does not cause an amendment to the Action Plan.  No further public notice will be required.

| **#** | **Project Name** |
| --- | --- |
| 1 | HOME Homeowner Development (DEV) |
| 2 | HOME Owner-occupied Rehabilitation (HOR) |
| 3 | HOME Rental Development Program (REN) |
| 4 | HOME CHDO Set-aside |
| 5 | HOME CHDO Operating |
| 6 | HOME Administration |
| 7 | HOPWA Balance of State ADMIN |
| 8 | HOPWA NMAS Balance of State |
| 9 | HOPWA SCC Balance of State |
| 10 | HOPWA City of ABQ Administration |
| 11 | HOPWA NMAS Admin City of Albuquerque |
| 12 | HOPWA NMAS City of Albuquerque |

Table 10 - Project Information

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

Allocations of funds are based on regulatory requirements, prior year activity, existing pipeline, projected potential and applications for funding received.  Lack of sufficient funding is the primary obstacle to meeting needs in the state of New Mexico.  The state has many high-poverty, low-employment areas with aging and substandard housing stock.  Meeting the needs in the colonias, in particular, is difficult because so many of the colonias are not designated units of local government and, therefore, are ineligible to apply for funds from a variety of funding sources including CDBG.  Finally, the lack of capacity or distribution network in many rural New Mexico communities makes it difficult to deliver services where they are needed.

## AP-38 Project Summary

**Project Summary Information**

Table 11 – Project Summary

|  |  |  |
| --- | --- | --- |
| **1** | **Project Name** | HOME Homeowner Development (DEV) |
| **Target Area** | Statewide |
| **Goals Supported** | Provide Financial Assistance to First-Time Homebuy |
| **Needs Addressed** | Low-moderate Income Owner Households |
| **Funding** | HOME: $250,000 |
| **Description** | Development of new single family homebuyer |
| **Target Date** | 12/31/2016 |
| **Estimate the number and type of families that will benefit from the proposed activities** | Five (5) low to moderate income families. |
| **Location Description** | Statewide |
| **Planned Activities** | Providing funding for development of new single family units for purchase by low-to moderate income homebuyers. |
| **2** | **Project Name** | HOME Owner-occupied Rehabilitation (HOR) |
| **Target Area** |  |
| **Goals Supported** | Provide Resources for Owner-Occupied Rehab |
| **Needs Addressed** | Low-moderate Income Owner Households |
| **Funding** | HOME: $2,987,489 |
| **Description** | Rehabilitation of owner occupied homes |
| **Target Date** | 12/31/2016 |
| **Estimate the number and type of families that will benefit from the proposed activities** | Forty (40) low to moderate income families. |
| **Location Description** | Statewide |
| **Planned Activities** | Rehabilitation of eligible owner-occupied homes. |
| **3** | **Project Name** | HOME Rental Development Program (REN) |
| **Target Area** | Statewide |
| **Goals Supported** | Finance multifamily rental new construction Finance Multifamily Rental Acquisition and Rehab |
| **Needs Addressed** | Low-moderate income renter households Elderly and Frail Elderly Persons with Disabilties Homelessness |
| **Funding** | HOME: $2,000,000 |
| **Description** | HOME rental development |
| **Target Date** | 12/31/2016 |
| **Estimate the number and type of families that will benefit from the proposed activities** | Five (5) units new construction and ten (10) units rehabilitated for low- to moderate-income families. |
| **Location Description** | Statewide |
| **Planned Activities** | Funding of multifamily rental new construction and acquisition/rehabilitation statewide. |
| **4** | **Project Name** | HOME CHDO Set-aside |
| **Target Area** | Statewide |
| **Goals Supported** | Finance multifamily rental new construction Provide Financial Assistance to First-Time Homebuy Finance Multifamily Rental Acquisition and Rehab Expand housing for special needs populations Increase living environments for homeless persons |
| **Needs Addressed** | Low-moderate income renter households Severe Mental Illness Persons with Disabilties Persons with HIV/AIDS Victims of Domestic Violence Homelessness |
| **Funding** | HOME: $532,109 |
| **Description** | CHDO funds setaside |
| **Target Date** | 12/31/2016 |
| **Estimate the number and type of families that will benefit from the proposed activities** | Unknown. |
| **Location Description** | Statewide |
| **Planned Activities** | Unknown |
| **5** | **Project Name** | HOME CHDO Operating |
| **Target Area** | Statewide |
| **Goals Supported** | Encourage the development of special needs housing Expand housing for special needs populations Increase living environments for homeless persons |
| **Needs Addressed** | Low-moderate income renter households Low-moderate Income Owner Households Elderly and Frail Elderly Severe Mental Illness Persons with Disabilties Persons with alcohol and other addictions Persons with HIV/AIDS Victims of Domestic Violence Homelessness |
| **Funding** | HOME: $150,000 |
| **Description** | CHDO operating funds. |
| **Target Date** | 12/31/2016 |
| **Estimate the number and type of families that will benefit from the proposed activities** | Unknown |
| **Location Description** | Statewide |
| **Planned Activities** | To provide operating support for qualified CHDOs. |
| **6** | **Project Name** | HOME Administration |
| **Target Area** |  |
| **Goals Supported** |  |
| **Needs Addressed** |  |
| **Funding** | HOME: $454,739 |
| **Description** | HOME funding for administration of the program |
| **Target Date** | 12/31/2016 |
| **Estimate the number and type of families that will benefit from the proposed activities** | n/a |
| **Location Description** | n/a |
| **Planned Activities** | Reimburse MFA for administration of the HOME program. |
| **7** | **Project Name** | HOPWA Balance of State ADMIN |
| **Target Area** | Statewide |
| **Goals Supported** | Fund services for and persons living with HIV/AIDS |
| **Needs Addressed** | Persons with HIV/AIDS |
| **Funding** | HOPWA: $8,707 |
| **Description** | MFA admin for HOPWA balance of state award |
| **Target Date** | 12/31/2016 |
| **Estimate the number and type of families that will benefit from the proposed activities** | zero families |
| **Location Description** | Balance of the state of New Mexico outside of the City of Albuquerque |
| **Planned Activities** | Funding HOPWA rental and service activities. |
| **8** | **Project Name** | HOPWA NMAS Balance of State |
| **Target Area** | Statewide |
| **Goals Supported** | Fund services for and persons living with HIV/AIDS |
| **Needs Addressed** | Persons with HIV/AIDS |
| **Funding** | HOPWA: $61,936 |
| **Description** | HOPWA funding for NMAS outside of Albuquerque |
| **Target Date** | 12/31/2016 |
| **Estimate the number and type of families that will benefit from the proposed activities** | Overall HOPWA program estimate is 200 households |
| **Location Description** | Statewide outside of Albuquerque |
| **Planned Activities** | HOPWA program rental and services activities. |
| **9** | **Project Name** | HOPWA SCC Balance of State |
| **Target Area** | Statewide |
| **Goals Supported** | Fund services for and persons living with HIV/AIDS |
| **Needs Addressed** | Persons with HIV/AIDS |
| **Funding** | HOPWA: $219,594 |
| **Description** | HOPWA funding to Southwest Care Center for the balance of the state |
| **Target Date** | 12/31/2016 |
| **Estimate the number and type of families that will benefit from the proposed activities** | Total HOPWA program estimate is 200 households |
| **Location Description** | Outside the city of Albuquerque |
| **Planned Activities** |  |
| **10** | **Project Name** | HOPWA City of ABQ Administration |
| **Target Area** |  |
| **Goals Supported** | Fund services for and persons living with HIV/AIDS |
| **Needs Addressed** | Persons with HIV/AIDS |
| **Funding** | HOPWA: $10,077 |
| **Description** | HOPWA administration fees for the City of Albuquerque award |
| **Target Date** | 12/31/2016 |
| **Estimate the number and type of families that will benefit from the proposed activities** | Total program estimate is 200 households |
| **Location Description** | City of Albuquerque |
| **Planned Activities** | HOPWA rental and services activities. |
| **11** | **Project Name** | HOPWA NMAS Admin City of Albuquerque |
| **Target Area** |  |
| **Goals Supported** | Fund services for and persons living with HIV/AIDS |
| **Needs Addressed** | Persons with HIV/AIDS |
| **Funding** | HOPWA: $22,809 |
| **Description** | Administration fees for NMAS City of Albuquerque award |
| **Target Date** | 12/31/2016 |
| **Estimate the number and type of families that will benefit from the proposed activities** | N/A |
| **Location Description** | City of Albuquerque |
| **Planned Activities** | Administration of the City of Albuquerque HOPWA program by NMAS |
| **12** | **Project Name** | HOPWA NMAS City of Albuquerque |
| **Target Area** |  |
| **Goals Supported** | Fund services for and persons living with HIV/AIDS |
| **Needs Addressed** | Persons with HIV/AIDS |
| **Funding** | HOPWA: $303,034 |
| **Description** | HOPWA program funding to NMAS for City of Albuquerque award. |
| **Target Date** |  |
| **Estimate the number and type of families that will benefit from the proposed activities** | Total HOPWA program estimate is 200 households. |
| **Location Description** | City of Albuquerque |
| **Planned Activities** | HOPWA funded rental and services. |

## AP-40 Section 108 Loan Guarantee – 91.320(k)(1)(ii)

**Will the state help non-entitlement units of general local government to apply for Section 108 loan funds?**

No

**Available Grant Amounts**

The State will provide technical assistance and guidance to non-entitlement units in a fair and equitable manner and will not help one entity over another, if the State decides to move forward with the Section 108 loan program.

According to state and federal law, the maximum amount of loan guarantee commitment that any eligible local government may receive may be limited to $7million pursuant to 24 CFR 570.705, and the maximum amount of loan guarantee commitments statewide may not exceed an amount equal to five times the amount of the most recent grant received by the State of New Mexico CDBG Program (approximately $42 million in loan guarantees at the current allocation level). This level of funding allows the local government to participate in larger projects, avoid referendums for infrastructure financing, compete with larger local governments for business relocations, and provide smaller businesses the ability to access funds at approximately corporate AAA bond rates.

HUD requires that underwriting analysis be conducted in accordance with 24 C.F.R. 570.482(e) (2) and Appendix A of 24 C.F.R. Part 570. DFA could require additional underwriting standards, criteria or review as needed.

**Acceptance process of applications**

Activities eligible for Section 108 Loan Guarantee Program financing include: economic development activities eligible under CDBG, acquisition of real property, rehabilitation of publicly owned real property, housing rehabilitation eligible under CDBG, construction, reconstruction, or installation of public facilities (including street, sidewalk, and other site improvements), related relocation, clearance, and site improvements, payment of interest on the guaranteed loan and issuance costs of public offerings, debt service reserves, public works and site improvements in colonias; and in limited circumstances, housing construction as part of community economic development, Housing Development Grant, or Nehemiah Housing Opportunity Grant programs.

For purposes of determining eligibility under the Section 108 Loan Guarantee Program, the CDBG rules and requirements apply. As with the CDBG program, all projects and activities must either principally benefit low and moderate income persons, aid in the elimination or prevention of slums and blight, or meet urgent needs of the community. The principal security for the loan guarantee is a pledge by the state of its current and future CDBG funds. Additional security will also be required to assure repayment of guaranteed obligations. The additional security requirements will be determined on a case-by-case basis, but could include assets financed by the guaranteed loan. The maximum repayment period for a Section 108 Loan Guarantee Program is 20 years. HUD has the ability to structure the principal amortization to match the needs of the project and borrower. Each annual principal amount will have a separate interest rate associated with it.

## AP-45 Community Revitalization Strategies – 91.320(k)(1)(ii)

**Will the state allow units of general local government to carry out community revitalization strategies?**

Yes

**State’s Process and Criteria for approving local government revitalization strategies**

The state will allow units of local government (UGLG) to carry out community revitalization stragtegies as long as the strategy is in accordance with the UGLG's comprehensive plan, Infrastructure Capital Improvement Plan (ICIP), meets the low-to-moderate income requirement and depending upon funding availability and the ability to support their request.

## AP-48 Method of Distribution for Colonias Set-aside – 91.320(d)&(k)

**Introduction**

**Distribution Methods**

| **State Program Name** | **Funding Sources** |
| --- | --- |
| Continuum of Care Performance Program | Bonds and other financing |
| DFA Administered CDBG Program | CDBG |
| Emergency Homeless Assistance Program (EHAP) | ESG |
| HOME Rental Development | HOME |
| HOPWA Program | HOPWA |
| MFA Administered HOME Program | HOME |
| Rental Assistance Program (RAP) | ESG |

Table 12 - Distribution Methods by State Program for Colonias Set-aside

**State Programs Addressed**

The Continuum of Care Performance Program (CoC) uses state homeless funds and is operated in conjunction with the local CoC renewal process.  Funds are awarded through limited source procurement to agencies renewing CoC awards, based on HUD performance measures and an adjustment factor to transition from the current program structure to the new program structure.  State funds to address homelessness are used to provide incentives for agencies to meet and exceed HUD’s performance measures for CoC programs, targeting these resources to where they can be most effective. Agencies may use funds for a variety of eligible activities tied to operating a CoC program, including supportive services, operations of supportive housing programs, new construction, and rehabilitation.

**Criteria and their importance**

Please see attached "EHAP Selection Criteria" text file.

**CDBG only: Access of application manuals**

N/A

**ESG only: Process for awarding funds to state recipients**

N/A

**HOPWA only: Method of selecting project sponsors**

N/A

**Resource Allocation among Funding Categories**

N/A

**Threshold Factors and Grant Size Limits**

N/A

**Outcome Measures expected as results of Distribution Method**

Number of people assisted

**Discussion**

CDBG will set aside 10 percent of funding for the Colonias.  Counties with Colonias can apply for funding to direct to problem areas in the Colonias.

## AP-50 Geographic Distribution – 91.320(f)

**Description of the geographic areas of the state (including areas of low-income and minority concentration) where assistance will be directed**

10 percent of CDBG funds will be allocated for Colonias neighborhoods, with the remainder spread throughout the state.

**Geographic Distribution**

| **Target Area** | **Percentage of Funds** |
| --- | --- |
| COLONIAS NEIGHBORHOOD | 10 |

Table 13 - Geographic Distribution

**Rationale for the priorities for allocating investments geographically**

Colonias have a variety of housing and community development need and offer an opportunity for strategic investment. The direct need served by CDBG in the past has been providing necessary infrastructure in Colonias communities. Ten percent of CDBG funds will be allocated for use in Colonias communities.

**Discussion**

The entire State of New Mexico is targeted with 100% of the funding.

# Affordable Housing

## AP-55 Affordable Housing – 24 CFR 91.320(g)

**Introduction**

Affordable housing goals for FY2016 are indicated in the table below for the number of homeless, non-homeless and special needs households.  In addition, goals are provided for the number of affordable housing units that will be provided by program type, including production of new hunits, rehabilitation of existing units or acquisition of existing units.  Goals entered for ESG are only for Homeless Prevention and Rapid Re-housing.  The HOME goals include multifamily and single family activities.

| **One Year Goals for the Number of Households to be Supported** | |
| --- | --- |
| Homeless | 4 |
| Non-Homeless | 155 |
| Special-Needs | 4 |
| Total | 163 |

Table 14 - One Year Goals for Affordable Housing by Support Requirement

| **One Year Goals for the Number of Households Supported Through** | |
| --- | --- |
| Rental Assistance | 0 |
| The Production of New Units | 5 |
| Rehab of Existing Units | 40 |
| Acquisition of Existing Units | 9 |
| Total | 54 |

Table 15 - One Year Goals for Affordable Housing by Support Type

**Discussion**

Between them, DFA and MFA distribute approximately $15.14 million in HUD formula grants, $\_\_\_ in LIHTCs, and $27.5 million for 5,297 project based Section 8 units.  MFA expects to rehabilitate 40 owner occupied units.

## AP-60 Public Housing - 24 CFR 91.320(j)

**Introduction**

There are a total of 40 Public Housing Authorities (PHAs) in New Mexico, 32 of which are located outside of metropolitan areas and within the jurisdiction of the State Consolidated Plan.  Neither DFA nor MFA operate public housing, therefore neither agency directly plans resident initiatives.  Efforts to collaborate more extensively with PHAs are underway through the state’s three Regional Housing Authorities (RHAs) which MFA is charged by the state Legislature to oversee for greater financial and operational efficiency.

**Actions planned during the next year to address the needs to public housing**

To the extent possible, MFA will make HOME funding available to PHAs pursuing the redevelopment of foreclosed and older USDA Rural Development properties.

**Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Both DFA and MFA remain ready to assist any Public Housing Agency in New Mexico with technical assistance and planning to ensure they promote resident involvement and continue to address the needs for public housing in their respective jurisdictions.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not applicable

**Discussion**

Not applicable to State programs covered by this one (1) year consolidated Action Plan.

## AP-65 Homeless and Other Special Needs Activities – 91.320(h)

**Introduction**

In November of 2012 the NMCEH convened a task force to develop a plan as a basis for NMCEH efforts to end homelessness in New Mexico. The task force included state agency personnel, non-profit agency personnel, advocates for the homeless and formerly homeless people.  The plan is modeled after the federal plan and has the following overall goals with comments about how they will be implemented in New Mexico:

* Build the community and political will needed to end homelessness. Building community and political will require community education. The Albuquerque Mayor’s initiative, “Heading Home” and his continuing support is an example of political will. Another example is the creation of the New Mexico Housing Trust Fund.
* Increase access to stable and affordable housing. Two common barriers to increased housing access are domestic violence and a history of evictions. Obtaining more funding to build more supportive housing is crucial for this goal. For many homeless people to stabilize their lives it is necessary to have supportive services coupled with housing; housing alone is not enough.
* Increase economic security. Education, training, and literacy programs are important to increasing economic security.
* Improve health and stability. The scope of this category includes physical health, behavioral health, and substance abuse treatment and prevention.
* Rebuild the homeless crisis response system. The system must include prevention and follow-up as well as response to an immediate crisis.

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The one year goal is to house 539 chronically homeless people.

Both CoCs, in conjunction with the NMCEH, utilize day services to attract homeless persons in.  Due to the nature of rural homelessness in New Mexico, many persons cannot be accessed by traditional means, and are therefore brought in through services.

**Addressing the emergency shelter and transitional housing needs of homeless persons**

Part of the NMCEH's efforts to end homelessness include increasing access to stable and affordable housing:

* Two common barriers to increased housing access are domestic violence and a history of evictions.
* Obtaining more funding to build more supportive housing is crucial for this goal.
* For many homeless people to stabilize their lives it is necessary to have supportive services coupled with housing; housing alone is not enough.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Part of NMCEH's efforts, as described above, include increasing economic security, improving health and stability and rebuiliding the homeless crisis response system.  These efforts enable service organizations to repsond to varying needs of homeless individuals and families in the community.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The efforts described above include efforts to rebuild the crisis repsonse system that responds to crisis and helps work towards prevention.

**Discussion**

MFA’s Low Income Housing Tax Credit Program Qualified Allocation Plan allows for Projects that scores at least 10 points under "Projects that Benefit the Environment" that has units set-aside for Seniors Households, Households with Children, or Households with Special Needs, and that is not financed with Tax Exempt Bonds.  The QAP allows for an upward adjustment in Eligible Basis by up to 30 percent for the purpose of calculating Tax Credits.  MFA projects approximately 56 special needs units will be completed in FY2016. 

The State of New Mexico has a program called Linkages that provides housing and supportive services to people with behavioral health needs who are at risk of homelessness. Linkages provides housing through tenant based vouchers. The State has been expanding Linkages in recent years as funding allows. Linkages is run as a partnership between the State Human Services Department and the Mortgage Finance Authority. In addition to Linkages, the Human Services Department has a small number of other supportive housing options that are facility based with more intensive services. The Children Youth and Families Department runs the Transitions program which is a scattered site transitional housing program for youth aging out of the foster care system. Transitions provides services for the transitioning youth designed to help them become independent and avoid homelessness.

## AP-70 HOPWA Goals – 91.320(k)(4)

| **One year goals for the number of households to be provided housing through the use of HOPWA for:** | |
| --- | --- |
| Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family | 78 |
| Tenant-based rental assistance | 91 |
| Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds | 27 |
| Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds | 0 |
| Total | 196 |

## AP-75 Barriers to affordable housing – 91.320(i)

**Introduction**

Please refer to the State of New Mexico *2015 Analysis of Impediments to Fair Housing Choice* available at http://www.housingnm.org/resources/analysis-of-impediments-to-fair-housing-choice.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

Within our limited scope, MFA and the state of New Mexico will take the following actions to remove barriers to affordable housing:

* Strengthen delivery channels and build capacity to develop and rehab housing in underserved areas;
* Promote the development of new organizations to provide housing counseling and financial fitness education around the state; and
* Encourage universal design or adaptability in new construction of single and multifamily homes.

**Discussion**

New Mexico does not have a human rights law that is substantially equivalent  (in the protections it affords) to the federal fair housing laws, which makes the state of New Mexico  ineligible to qualify as as a Fair Housing Initiatives Program agency; therefore, the state of New Mexico cannot receive Fair Housing funds.  This will continue to impact the state’s ability to address fair housing initiatives.

## AP-80 Colonias Actions – 91.320(j)

**Introduction**

A qualified colonia is a rural community with a population of 25,000 or less located within 150 miles of the US-Mexico border that has been designated as a Colonia by the county or municipality due to:

* Lack of potable water;
* Lack of adequate sewage systems;
* Lack of decent, safe and sanitary housing; and
* Has been inexistence as a Colonia prior to November 1990.

The Colonias in New Mexico are not units of local government.  As such, these communities do not have the capacity to apply for and implement funding on their own accord.  County and city governments that contain Colonias communities are able to apply for funding that can be directed towards needs in these communities.

**Actions planned to address obstacles to meeting underserved needs**

The greatest obstacle to meeting underserved need in the Colonias is the lack of capacity to implement funding.  In order to meet the needs of Colonias, the state will call upon Cities and Counties to administer funds.  City and County governments will be able to apply for funds that will be directed to serve the needs of Colonias.

**Actions the state plans to take to reduce the number of poverty-level families**

Colonias communities have a high concentration of low-income households as well as a variety of infrastructure and public service needs. DFA will set aside 10 percent of CDBG funds to commit to Colonias communities to help ensure low income households have access to adequate infrastructure and services.

**Actions the state plans to take to develop the institutional structure**

In order to facilitate a system that will meet the needs of the Colonias, the state will work with Cities and Counties that contain Colonias communities to administer funding.  This will develop the responsiveness of the counties to meet the needs of the Colonias.

**Specific actions the state plans to take to enhance coordination between public and private house and social service agencies**

Public and private housing and social service agencies that coordinate plans will have preference when funding is awarded.

**Discussion**

All areas covered above.

## AP-85 Other Actions – 91.320(j)

**Introduction**

The greatest obstacle to meeting underserved needs in New Mexico is the lack of funding.  The need is far greater than the supply.

**Actions planned to address obstacles to meeting underserved needs**

The majority of communities outside of the metro areas of New Mexico lack the local capacity not only to administer the programs, but also to seek out services and funds with which to address their problems. As part of our program management, MFA and DFA will provide training workshops during the year and technical assistance on a one-to-one basis. Additionally, MFA and DFA will use funds, if available, to provide capacity building via training, operational funding and awards of federal funds.

**Actions planned to foster and maintain affordable housing**

MFA will continue to fund efforts to create and maintain affordable housing through dedicating HOME funds to rental, down payment and rehabilitation of owner-occupied housing.

**Actions planned to reduce lead-based paint hazards**

MFA will again set aside a portion of the state’s formula HOME administrative allocation for eligible lead-based paint assessment and remediation activities.  This effort to make available additional funds for lead hazard remediation and abatement has encouraged additional businesses and organizations to receive appropriate training in order to provide these remediation services.  Additionally, MFA will continue to train its partners throughout the state in the Lead-Safe Housing Rule and encourage sub-grantees and professionals statewide to receive formal training and any applicable lead-based paint certifications in an effort to improve the efficiency of the rehabilitation services delivery system.

**Actions planned to reduce the number of poverty-level families**

In creating additional affordable housing options and community development opportunities throughout the State, MFA will be a part of the larger network that supports families on the road to self-sufficiency.  The State has a variety of programs available to poverty-level families and the funds administered in this Plan will continue to support efforts to create affordable housing, suitable living environments and economic opportunities for those households.

**Actions planned to develop institutional structure**

While funds will not be dedicated to developing institutional structure, MFA will continue to work closely with outside agencies to develop partnerships and implement this Plan effectively.

**Actions planned to enhance coordination between public and private housing and social service agencies**

MFA believes that there is effective coordination between public and private housing and social service agencies and has no specific additional actions for FY 2016.

**Discussion**

# Program Specific Requirements

**AP-90 Program Specific Requirements – 91.320(k)(1,2,3)**

**Introduction**

**Community Development Block Grant Program (CDBG)**

**Reference 24 CFR 91.320(k)(1)**

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

|  |  |
| --- | --- |
|  | |
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| **Total Program Income:** | **0** |

**Other CDBG Requirements**

|  |  |
| --- | --- |
|  | |
| 1. The amount of urgent need activities | 0 |

|  |  |
| --- | --- |
|  |  |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 90.00% |

**HOME Investment Partnership Program (HOME)**

**Reference 24 CFR 91.320(k)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

HOME funding is not being used for any form of investment other than those identified in Section 92.205.

1. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

MFA’s recapture and affordability guidelines are included in Appendix B to this plan and are compliant with the HOME requirements.

1. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

MFA’s recapture and affordability guidelines are included in Appendix B to this plan and are compliant with the HOME requirements.

1. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

MFA may, at its discretion, use HOME funds for refinancing only when needed in order to permit or continue affordability of rental units when rehabilitation is the primary activity. MFA’s underwriting standards for an initial investment of HOME funds would apply, which include: adequacy of management and owner, feasibility of project to meet operational and debt service requirements, consistency with market, and review of total development costs and sources available to meet these needs. The required period of affordability will be consistent with the HOME regulations based on the activity and the HOME per unit subsidy.  This would be available jurisdiction-wide. The HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG. Any unpaid balance of these loans is due in full during the period of affordability or upon the sale or transfer to an ineligible party.

**Emergency Solutions Grant (ESG)  
*Reference 24 CFR 91.320(k)(3)***

1. Include written standards for providing ESG assistance (may include as attachment)

EHAP uses ESG and state homeless funds for homeless assistance to carry out activities such as emergency shelter operations, essential services and data collection using the Homeless Management Information System, or HMIS, except for domestic violence service providers who are currently no using HMIS.  Qualifying individuals must meet HUD’s definition of homelessness.  See http://www.housingnm.org/community\_development/emergency-homeless-assistance-program-ehap  for more details.

1. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

New Mexico began operation of its Coordinated Assessment System on June 2, 2014. The system is statewide and incorporates the agencies in the Albuquerque CoC and the New Mexico Balance of State CoC. The New Mexico Coordinated Assessment System uses a common assessment tool the VI/SPDAT (Vulnerability Index/Service Prioritization Decision Tool) to assess the housing needs of homeless people. People can receive the assessment at most agencies that assist homeless people, with more agencies learning how to do the assessments as the system matures. All CoC funded housing agencies are required by the CoC to use the prioritized coordinated assessment list to draw from when filling openings in their housing. A current focus of the project is to locate and house all of the homeless veterans, a goal that is expected to be reached by the end of 2015. The system is also being used to prioritize chronically homeless people with the intent to house all of them by the end of 2016.

1. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

All funds are distributed on a competitive basis in accordance with MFA Procurement Policies to eligible local governments, tribal entities, and nonprofit organizations.  Funds will be renewed annually with periodic requests for proposals to identify new providers.  Restrictions on funding amounts include:

* No organization will receive more than 15 percent of the total funds available.
* Limits to activities under Emergency Homeless Assistance will be in place.
* Administrative awards are issued to units of local government including local Public Housing Authorities.
* Tribal entities and regional housing authorities are not eligible to receive federal ESG funds and will receive only state homeless funds.

1. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

MFA meets the homeless participation requirement in 24 CFR 576.405(a).  The Continuum of Care Steering Committee has former homeless individuals as members who participate in policies and funding decisions.  In addition, all of MFA's ESG subrecipients have either former homeless individuals as members of their boards, or the subrecipients solicit input from homeless individuals when making decisions on policies and implementation of ESG funding.

1. Describe performance standards for evaluating ESG.

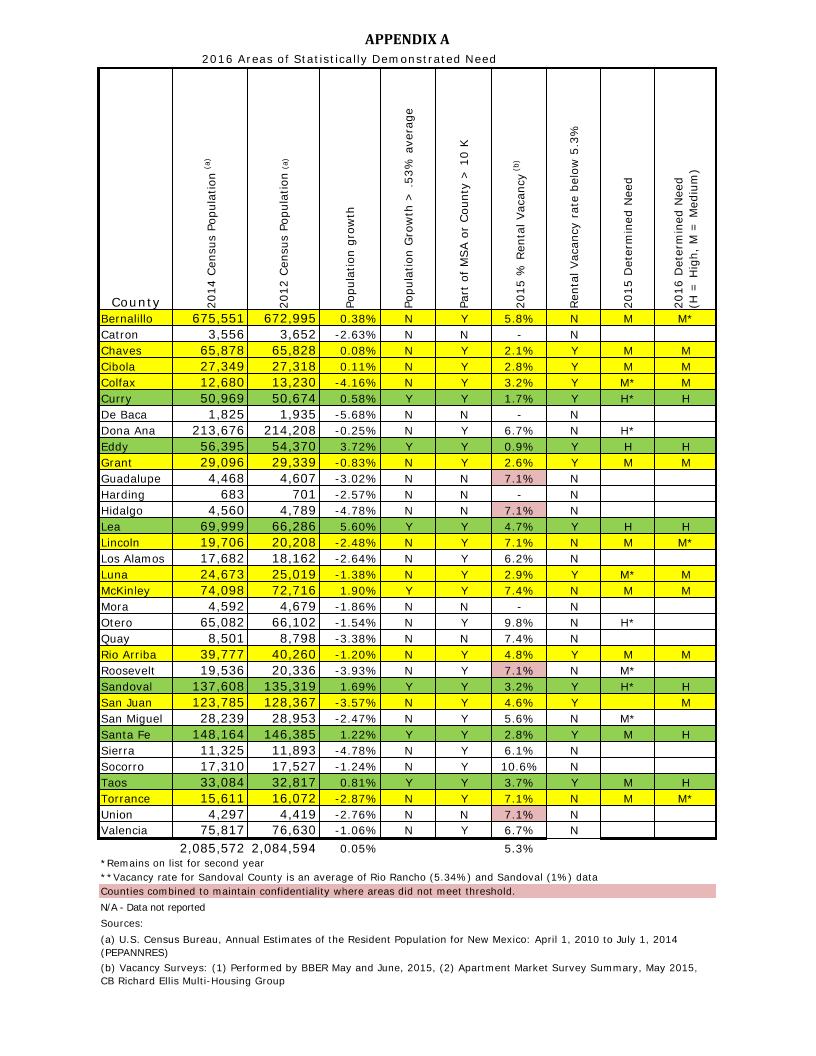
MFA’s performance standards include placement of homeless individuals into permanent or transitional housing, services provided, individuals assisted and efficient utilization of funds.  MFA staff meets periodically with NMCEH to discuss the performance of activities funded under ESG. Beginning in 2015 the NM Coalition to End Homelessness (HMIS Lead) has been running reports in HMIS to evaluate ESG funded programs primarily looking at how successful the ESG programs are in placing homeless people into permanent or transitional housing.NMCEH discussed these results with MFA and agreed to continue sharing the analysis with MFA staff.NMCEH noted that the differences in performance among ESG funded programs reflect what is available in the way of housing in various New Mexico Communities and not necessarily the quality of the efforts by shelter staff. General performance standards such as the unduplicated number of persons or households prevented from becoming homeless and the unduplicated number of persons assisted from emergency shelters/streets into permanent housing will be reported.

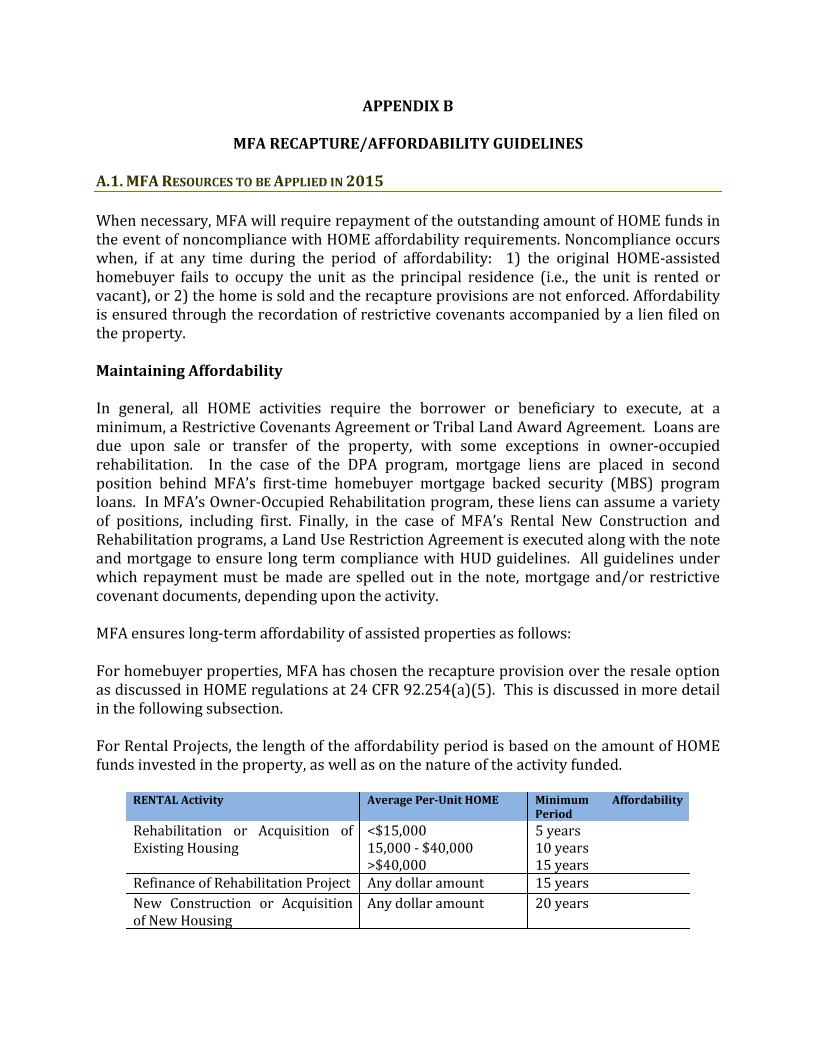
**Discussion**

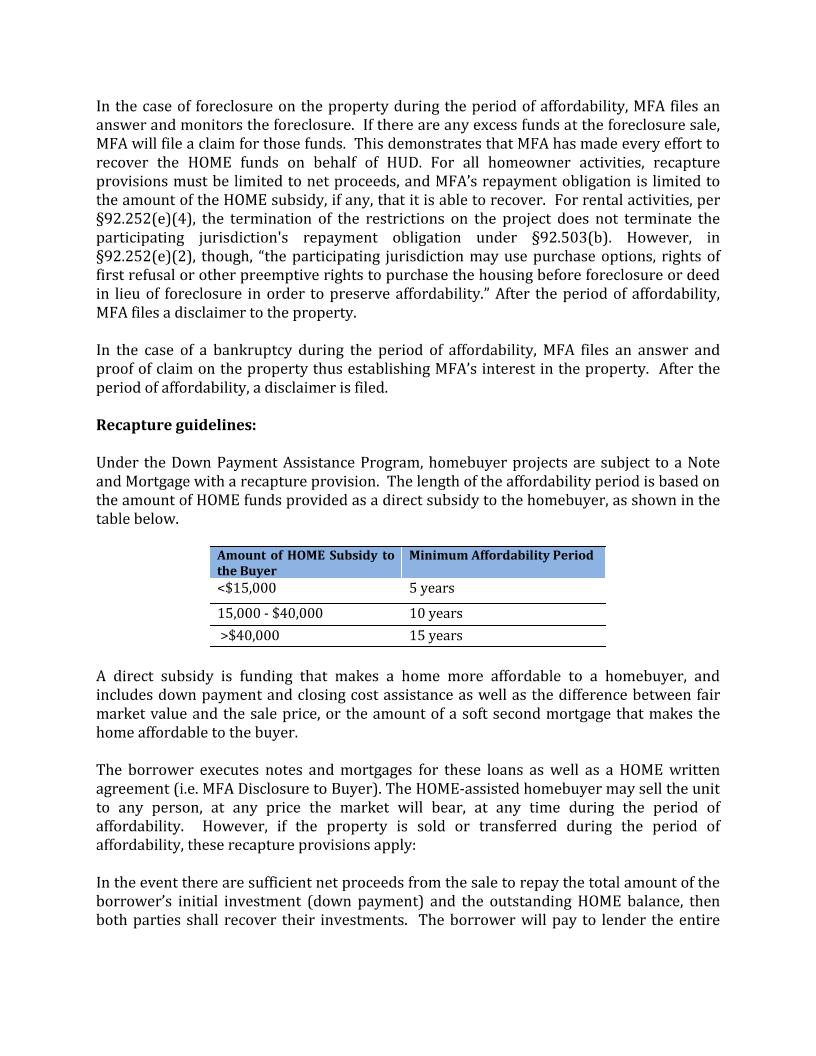
If the State intends to use HOME funds for homebuyer assistance or for rehabilitation of owner-occupied single family housing and does not use the HOME affordable homeownership limits for the area provided by HUD, did it determine 95 percent of the median area purchase price and set forth the information in accordance with 24 CFR 92.254(a)(2)(iii).   *MFA does not currently use HOME funds for homebuyer assistance, but may within the next year.  For the rehabilitation of owner-occupied single family units, MFA uses the after rehab value limits published by HUD.*

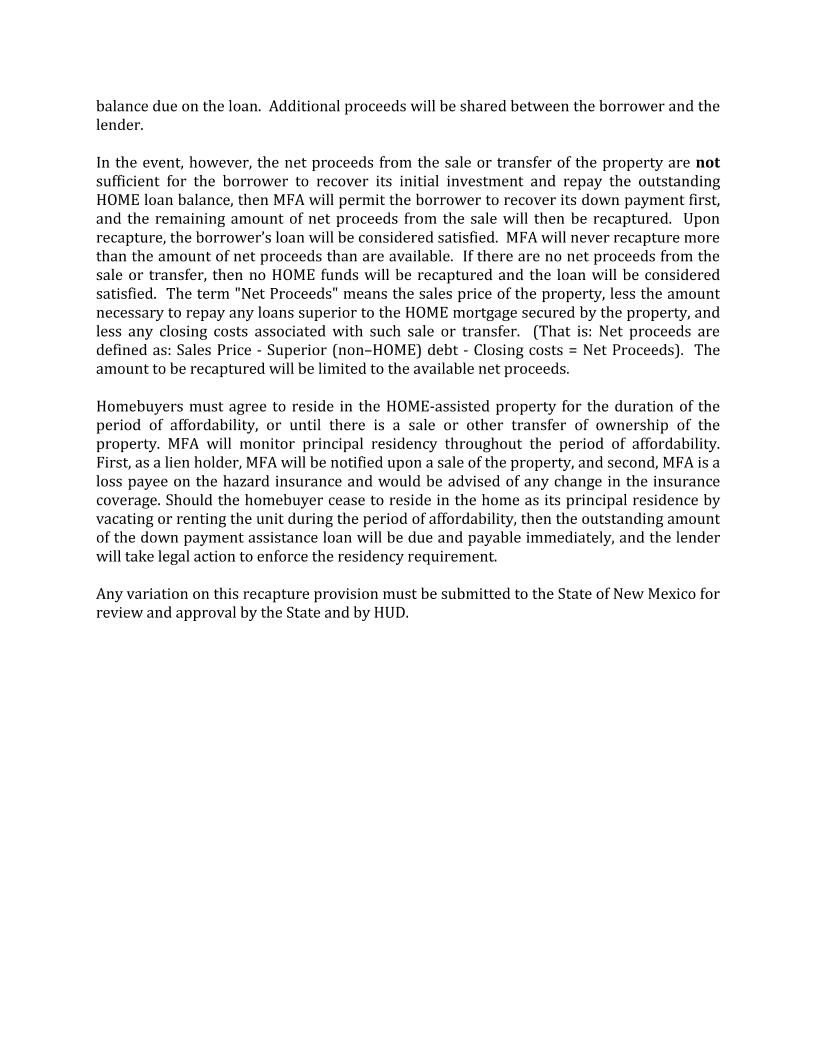
**Attachments**

**Grantee Unique Appendices**









**Grantee SF-424's and Certification(s)**

