

# *HOME-ARP: Application and RFP Webinar*



# *Agenda*

---

- HOME-ARP Overview
  - Qualifying Populations (QPs)
  - Eligible Activities
- Request for Proposal (RFP)
- Application



# HOME-ARP

---

- HOME-American Rescue Plan Program (HOME-ARP)
  - Section 3205 of the American Rescue Plan Act
- \$5 billion total in funding
- HOME Participating Jurisdictions
- \$39,319,074 allocated to 6 organizations in Kansas
- September 30, 2030 deadline to allocate funds



# *Qualifying Populations (QP)*

---

- Homeless
- At Risk of Homelessness
- Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking
- Other Populations
  - Other Families Requiring Services or Housing Assistance to Prevent Homelessness
  - At Greatest Risk of Housing Instability





# *Eligible Activities*

---

- Tenant Based Rental Assistance (TBRA)
- Development and support of affordable rental housing
- Supportive services
- Acquisition and development of non-congregate shelter units
- Up to 15% for administration
- Up to 10% for CHDO and nonprofit operating expenses



# *Development of Affordable Housing*

---

- Eligible Costs
- Ineligible Costs
- Qualifying Population vs. Low Income



# *Supportive Services*

---

- Eligible Services
  - McKinney-Vento Supportive Services
  - Homelessness Prevention Services
  - Housing Counseling Services
- Eligible Costs
- Ineligible Costs



# *Non-Congregate Shelter (NCS) Units*

---

- Definition
- Eligible Activities and Costs
- Prohibited Costs
- Restricted Use, Minimum Use, and Compliance





# *Tenant Based Rental Assistance (TBRA)*

---

- Eligible Costs
- Ineligible Costs



# *RFP and Application*

---

- RFP
- Application
- Website



# *Important Documents*

---

- [American Rescue Plan Act of 2021](#)
- [HUD CPD Notice 21-10](#)
- [KHRC HOME-ARP Allocation Plan](#)
- [RFP](#)





**KANSAS  
HOUSING**  
RESOURCES CORPORATION

**HOME-American Rescue Plan  
(HOME-ARP) Request for Proposal**

**Deadline: 5:00 PM on Monday, September 18, 2023**

## A. Background

Kansas Housing Resources Corporation (KHRC) is a self-supporting, nonprofit, public corporation that serves as the primary administrator of federal housing programs for the state of Kansas. A summary of KHRC programs can be found at [www.kshousingcorp.org](http://www.kshousingcorp.org).

The State of Kansas has received a one-time allocation of \$22,929,650 million in Home Investment Partnerships American Rescue Plan (HOME-ARP) funds to provide housing and supportive services to Qualifying Populations (QPs), as defined in the HOME-ARP regulations. These funds are distributed to state and local Participating Jurisdictions (PJs) through the existing Home Investment Partnerships (HOME) Program allocation formula. As the Housing Finance Agency (HFA) for the State of Kansas, Kansas Housing Resources Corporation (KHRC) is the designated administrator of the State's allocation of these funds.

HOME-ARP funds are available for eligible housing and supportive services to defined QPs through a range of Eligible Activities (defined in Section G of this RFP). KHRC is issuing this Request for Proposal (RFP) to identify and evaluate the interest and ability of Kansas stakeholders to effectively use HOME-ARP resources to address the housing and supportive service needs of one or more of the QPs in their service area.

As this funding source is new, and its eligible uses and requirements are unique to the program, selected applicants will be provided technical assistance in an effort to ensure the best possible results and to support the sustainability of the applicant organization.

HOME-ARP funds must be fully expended by September 30, 2030. KHRC will determine an appropriate spend date for each specific project in order to ensure that funds are fully expended by September 30, 2030. If buildings are developed for rental housing or non-congregate shelter, there will be a restrictive use period that extends beyond completion.

In 2022, KHRC conducted a statewide needs assessment to inform development of a HOME-ARP Allocation Plan for approval by the Department of Housing and Urban Development (HUD). Between March 7 and October 3, 2022, 21 online educational and listening sessions were conducted and included more than 250 stakeholders from across Kansas. The public input process concluded on November 16, 2022. The Plan was approved by HUD on January 20, 2023.

The [final Allocation Plan](#) can be viewed on KHRC's [HOME-ARP website](#) or at [https://www.hud.gov/program\\_offices/comm\\_planning/home-arp/allocation-plans/KS](https://www.hud.gov/program_offices/comm_planning/home-arp/allocation-plans/KS).

NOTE: The HOME-ARP Allocation Plan, including amounts for eligible activities, may be amended to reflect the proposals accepted for funding.

During the public input process, Kansas communities and service agencies identified a need across the state for many of the eligible activities under the HOME-ARP Program. Housing and services for the HOME-ARP QPs are vital to Kansas communities, yet challenging to achieve given limited funding opportunities, increasing need, and capacity challenges of some provider entities.

KHRC is seeking quality applications for HOME-ARP projects that will provide the best investments of these limited resources across the state. The preliminary applications should demonstrate the ongoing need among the Qualifying Populations in the applicant's proposed service area; provide a thoughtful and realistic proposal for how to address those needs, including the applicant's capacity to plan and carry out the proposed activity; and establish the applicant's experience or expertise with the proposed project. This experience and expertise should demonstrate the applicant's ability to ensure the project's success, and should include, but is not limited to, experience providing quality services, developing permanent supportive housing, and offering rent assistance. As detailed below, applicants with the strongest preliminary applications will be invited to submit a full application which details project specifics, key participants, a complete budget, timeline, and identified sources of funding.

## B. Administration

The primary contact for the HOME-ARP program is:

<b>Abigail Phillips</b>	<b>Doug Wallace</b>
HOME-ARP Manager	ESG / HOME-ARP Program Manager
<a href="mailto:aphillips@kshousingcorp.org">aphillips@kshousingcorp.org</a>	<a href="mailto:dwallace@kshousingcorp.org">dwallace@kshousingcorp.org</a>
785-268-8135	785-217-2019

General HOME-ARP questions can be sent to [HOMEARP@kshousingcorp.org](mailto:HOMEARP@kshousingcorp.org).

## C. RFP Overview

Under this RFP, KHRC will make available up to a total of **\$19.5 million** in HOME-ARP funds for the Eligible Activities described in Section G of this RFP. Should sufficient quality proposals not be received under this RFP, KHRC may issue additional future RFPs.

This RFP contains information on eligible applicants and activities, application procedures, award criteria, grant structuring, and reporting and compliance monitoring requirements.

Applicants should be aware and understand that this HOME-ARP RFP and any awards are funded in whole or in part by Congressionally appropriated funds provided through the American Rescue Plan Act of 2021 (ARPA). In the event the federal funds supporting this RFP and subsequent awards become unavailable, are reduced, or rescinded, KHRC may terminate or amend this RFP and any awards made without penalty and KHRC will not be obligated to provide the applicant with any other resources or funds from any other sources.

## D. Eligible Applicants

Eligible applicants should be nonprofits or other entities with a history of providing housing, shelter and/or services to one or more of the QPs, described in Section H below. Applicants should be organizations with:

- Paid staff who possess the knowledge and ability to oversee the project through its completion and ensure compliance through any restrictive use period;
- Staff, contractors, or consultants with the expertise and experience needed to complete the project in a timely manner and in compliance with applicable federal and state law, as well as all other applicable requirements; and,
- Key individuals who are experienced with Federal programs and reporting requirements.

The RFP should contain, at a minimum, KHRC's HOME-ARP Preliminary Application (Attachment A) and the HOME-ARP Preliminary Application – Required Attachments (Attachment B).

### **E. Participating Jurisdictions (PJs)**

As previously stated, HOME-ARP funds are distributed through the HOME allocation formula. In addition to the State of Kansas, there are five local Participating Jurisdictions (PJs), which also received an allocation of HOME-ARP funds. They are the City of Kansas City, Kansas; the City of Wichita; the City of Topeka; the City of Lawrence; and the Johnson County HOME Consortium. This RFP contemplates the possibility that a proposed project may include requests for HOME-ARP funds from both KHRC and one of the local PJs. HOME-ARP allocation plans for all PJs are or will be available here: [https://www.hud.gov/program\\_offices/comm\\_planning/home-arp/allocation-plans/KS](https://www.hud.gov/program_offices/comm_planning/home-arp/allocation-plans/KS)

Housing needs in Kansas are great, and KHRC strives to provide an equitable distribution of funds throughout the state. If a proposed project is located in another HOME-ARP PJ, KHRC will expect the applicant to document coordination with their local PJ to ensure the most effective use of resources and non-duplication of HOME-ARP funded activities.

### **F. Eligible Activities**

Under this HOME-ARP RFP, applicants may only use funds for the following activities in accordance with requirements of [CPD Notice 21-10](#):

- (1) Development of affordable rental housing, beginning on page 20 of [CPD Notice 21-10](#);
- (2) Tenant Based Rental Assistance (TBRA), beginning on page 38 of [CPD Notice 21-10](#);
- (3) Supportive Services, beginning on page 42 of [CPD Notice 21-10](#);
- (4) Non-Congregate Shelter (NCS), beginning on page 55 of [CPD Notice 21-10](#); or,



- (5) Limited operating or capacity-building assistance (beginning on page 67 of [CPD Notice 21-10](#)) available to nonprofits carrying out eligible HOME-ARP activities.

Applicants may propose one or a combination of eligible activities listed above.

This RFP allows flexibility to applicants in creating proposals to carry out activities as described [CPD Notice 21-10](#).

### **G. Uses of KHRC Funding**

As described in the HUD-approved HOME-ARP Allocation Plan, KHRC has budgeted funding amounts for eligible HOME-ARP activities as follows:

- 30% Development of Affordable Rental Housing
- 25% Supportive Services
- 10% Tenant Based Rental Assistance (TBRA)
- 10% Non-Congregate Shelter (NCS)
- 15% Administration and Planning
- 5% Non-Profit Operating Expenses
- 5% Non-Profit Capacity Building

The above numbers are approximate, and KHRC can adjust to better serve Qualifying Populations.

For successful applicants who will carry out HOME-ARP activities, limited funds may be available to assist with the operating and capacity-building needs of the organization. As previously stated, the HOME-ARP Allocation Plan, including specific funding amounts, may be subject to amendment depending in part on the response to this RFP.

### **H. Qualifying Populations (QPs)**

HOME-ARP serves four specific QPs. A detailed description of how each QP is defined can be found in [HUD CPD Notice 21-10](#), section IV “Qualifying Populations, Targeting and Preferences.” As the QP definitions may not be identical to those used by other programs, applicants must read the definitions provided in the CPD Notice. In brief, those QPs include:

- Homeless, per 24 CFR §91.5
- At risk of homelessness, per 24 CFR §91.5
- Individuals fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, as defined by 24 CFR §5.2003.

- Other Populations where providing supportive services or assistance under section 212(a) of NAHA (42 U.S.C. 12742(a)) would prevent the family's homelessness or would serve those with the greatest risk of housing instability.

## I. Application Process

A completed HOME-ARP Preliminary Application (Attachment A) and the HOME-ARP Preliminary Application – Required Attachments (Attachment B) must be received by KHRC no later than **5:00 PM on Monday, September 18, 2023**. Please submit the preliminary application and PDF documents electronically to [HOMEARP@kshousingcorp.org](mailto:HOMEARP@kshousingcorp.org). Documentation received after the deadline will not be used in the evaluation of the preliminary application unless that documentation has been specifically requested by KHRC.

After KHRC completes an evaluation of all preliminary applications as provided in Section K, KHRC will notify applicants whether they have been selected to submit a full application. Please note that there will be no further notice to the public or opportunity to submit an application under this RFP after the preliminary application deadline. Those interested in applying for HOME-ARP Funds under this RFP must submit a preliminary application by the deadline stated in order to be considered for an award under this RFP.

Deadlines, submission requirements, required components of full applications, and final evaluation criteria will only be provided directly to those applicants invited to submit a full application. Applicants asked to submit a full application may also be asked to make a virtual presentation to members of KHRC's HOME-ARP review committee; however, whether to request a presentation shall be in KHRC's sole discretion, and KHRC may request presentations from none, one, some, or all of the applicants selected to submit a full application. Any in-person presentations will be held at KHRC's office at 611 South Kansas Avenue, Topeka, Kansas, 66603.

Preliminary and full applications submitted under this RFP will be considered property of KHRC, are matters of public record, and may be subject to public disclosure by KHRC after the announcement of awards.

### Application Benchmarks

HOME-ARP applications will be accepted in two stages:

**Benchmark 1: Preliminary Applications.** Preliminary applications will be due on Monday, September 18, 2023, at 5:00 pm. The information applicants will need to submit a preliminary application is included in this RFP.

Applicants with approved preliminary applications that are selected to submit full applications may also be asked to give virtual presentations on their project to members of the HOME-ARP review committee. Project presentations are anticipated to be held in late 2023.

**Benchmark 2: Full Application.** Applicants who advance from the preliminary application stage will be asked to submit a full application. Deadlines, submission requirements, final evaluation criteria, and required components of the full applications will be provided at that time directly to applicants advancing to the full application stage. Full applications are anticipated to be due in February 2024.

## J. Application Requirements

All required attachments for the HOME-ARP Preliminary Application can be found in Attachment B (HOME-ARP Preliminary Application – Required Attachments). Each applicant will be responsible for any costs incurred in responding to this RFP, including, but not limited to, preparing a preliminary application, preparing a full application, or providing an additional information requested by KHRC.

## K. Application Evaluation Process

Preliminary applications will be evaluated by KHRC's HOME-ARP review committee, which will include members of KHRC's Housing Development and Community Solutions HOME-ARP team, and which may also include persons or entities not employed by KHRC but who have knowledge and expertise relevant to the selection process.

Members of the committee will initially review each preliminary application for completeness and eligibility. Incomplete or ineligible preliminary applications will not be processed further by the committee and/or KHRC. The committee will then review the preliminary applications to determine, in the committee's sole discretion, whether the applications meet the HOME-ARP Preliminary Application – Evaluation Guidelines (Attachment C). Applicants that receive approval to submit a full application must demonstrate in the preliminary application that the proposed project is financially, legally, physically, and operationally viable and compliant with program requirements, including a demonstration that proposed costs are necessary and reasonable.

Applicants with preliminary applications selected for additional consideration will be invited to submit a full application and will be provided a reasonable period of time to submit a full application, depending on the type and complexity of the proposed project. The review committee will review all full applications and make recommendations for awards to KHRC's Loans and Grants Committee for final approval.

Please note that applicants will not be asked for a requested funding amount in the Preliminary Application. KHRC will review proposals and offer awards based on funding availability.

During the application evaluation process, KHRC reserves the right to accept, reject, or request modifications to any preliminary or full applications or proposed projects. All decisions made by KHRC, including regarding the preliminary applications selected and the final awards made, are final and made in KHRC's sole discretion.

**ATTACHMENT A:**  
**HOME-ARP PRELIMINARY APPLICATION**

The HOME-ARP Preliminary Application can be downloaded from the KHRC website. Please go to <https://kshousingcorp.org/home-arp/> and select the HOME-ARP Preliminary Application from under the Documents | Forms | Resources section.

**ATTACHMENT B:  
HOME-ARP PRELIMINARY APPLICATION – REQUIRED  
ATTACHMENTS**

**All Projects**

1. Resume for each key member of the HOME-ARP team.
2. Organization Chart for applicant entity.
3. Attach a Board Chart for the applicant entity.
4. Describe any significant recent organizational changes.
5. Description of membership to organizations, including the applicant entity's relationship with the Continuum of Care and other service organizations.
6. Identify and describe all partnerships with other agencies related to service delivery to the applicant's identified program beneficiaries needs. Agency contact (name of person, email and phone) information must be included.
7. Attach the following sections of the agency's most recent audit:
  - a. Schedule of Findings and Questioned Costs
  - b. Summary Schedule of Prior Audit Findings
  - c. If the applicant agency has not had a formal audit, please submit a complete set of financial statements for the most recent fiscal year.
8. Describe any current findings against the applicant from any federal or state agencies.
9. Description of the applicant organization's relevant experience (years of service, service area, previous experience with activities similar to those being proposed, etc.).
10. Resolution from entity's the governing body if the applicant is a non-profit organization approving submission of the application.
11. Describe how clients will be referred to program.
12. Financial statements (income statement, balance sheet) of the organization.
13. Any other information that describes or documents the entity's capacity to carry out the proposed activity, including through any restricted use or compliance period.
14. Please provide a narrative on your proposed project and include the following elements:
  - a. HOME-ARP Eligible Activities that will be part of the project.
  - b. Your organization's previous experience with the proposed project/activities.
  - c. If your organization does not have experience with the proposed activity, explain how you will bring in the experience necessary to execute the project.



#### **Rental and NCS Projects**

1. If a specific site has been selected, describe the proposed location and how the applicant will obtain site control if not in place.
2. If a specific site has been selected, document how the proper zoning and utilities will be made available if not already in place.
3. List of services near site.
4. Pictures of site.
5. Preliminary site plan and renderings/drawings.
6. Description of rehab or construction to be performed.
7. Preliminary budget and operating proforma demonstrating sustainability.

#### **Supportive Services Projects**

1. Describe how the applicant entity will prevent providing duplication of services.
2. Provide an explanation of any significant changes to the applicant entity's financial system in the last two years.
3. Statement of Need for HOME-ARP funds in the service area.
4. Please provide an overview of how HOME-ARP funds will be used in the applicant entity's service area/ jurisdiction to address the need.
5. Briefly describe the applicant entity's board of director's fiscal oversight committee. How many members does it have, how often does it meet, and what are its responsibilities?

#### **TBRA Projects**

1. Please describe how the applicant's selection policies and practices will ensure the program is open to all QPs.
2. Describe the experience level of the agency administering the grant.
3. Describe any other rental subsidy program(s) operating in the service area.
4. Timeline describing the initial distribution of assistance to the final commitment of funds.

#### **Operating and Capacity Building**

1. If the applicant intends to request funds for Operating and Capacity Building expenses, provide a brief narrative regarding the following:
  - a. Why operating and capacity building funds are needed; and,
  - b. How operating and capacity building funds will be used.

**ATTACHMENT C:**  
**HOME-ARP PRELIMINARY APPLICATION – EVALUATION**  
**GUIDELINES**

Preliminary Applications for the use of HOME-ARP funds under this RFP will be evaluated based on the following criteria:

**1. Need**

- a. Ability to identify housing needs of applicant's community
- b. Urgency of housing need, specifically regarding the QPs
- c. Ability of applicant to address housing need with existing funds
- d. Community's response to housing need to date
- e. The extent to which the applicant will provide housing and services that includes assistance from other entities, including rental-assistance or service contracts for the duration of the project reporting period will be evaluated.
- f. The extent to which projects demonstrate that the population who will live in the project is underserved in the area where the project is located

**2. Capacity**

- a. Ability to administer RFP funds
- b. Organizational and project structure
- c. Housing development or services provider experience and qualifications
- d. Financial, staffing and managerial capacity to develop housing projects within budget and timelines, including the current pipeline of projects in development
- e. Experience in owning, managing, and/or developing real estate assets
- f. Experience with public-sector housing programs
- g. Experience addressing the service needs of the relevant QP
- h. Experience with partnerships with service providers developed in order to address the needs of the project's residents
- i. Sustainability/viability of project

**3. Location**

- a. Is adequate and appropriate in size, exposure and contour to accommodate the number and type of units proposed
- b. Has adequate utilities and streets to serve the site or demonstrated intention to obtain adequate utilities and streets to serve the site
- c. Is accessible to social, recreational, educational, commercial, and health facilities and services comparable to facilities and services found in neighborhoods consisting largely of unassisted similar units;

**4. Application**

- a. Timeliness of application and responses to requests for follow-up information
- b. Thoroughness of application – application completed in its entirety, questions thoroughly answered, supporting documents submitted
- c. Ability to meet minimum RFP requirements



## ATTACHMENT E: PROGRAM COMPARISON

HOME Rental Development	HOME-ARP Rental Development
<ol style="list-style-type: none"> <li>HOME has per-unit cost limits (42 U.S.C. 12742(e)).</li> <li>HOME and ESG have match requirements (42 U.S.C. 12750).</li> <li>HOME has set-aside for housing developed, sponsored, or owned by community housing development organizations (CHDOs) (42 U.S.C. 12771).</li> <li>The HOME program targets HOME-assisted rental units based on tenant income (24 CFR 92.252).</li> <li>The HOME program requires that HOME-assisted units in a rental housing project must be available to low-income households at rents that do not exceed the published HOME rents, including an allowance for utilities (24 CFR 92.252).</li> <li>HOME allows a property with project based rental assistance to exceed the HOME rent limit if the PBRA contract rent is higher. This does not apply to voucher holders or TBRA recipients.</li> <li>HOME rental units have a minimum compliance period of 5-15 years for acquisition and/or rehab, and 20 years for new construction</li> <li>For HOME rental development projects, funding ongoing operating expenses or pre-funding an operating reserve is not an eligible HOME expense.</li> <li>The Uniform Relocation Act and Section 104(d) requirements apply to all HOME-assisted developments.</li> <li>A lease between the owner and tenant is required.</li> </ol>	<ol style="list-style-type: none"> <li>HOME-ARP does not have per-unit subsidy limits and can pay up to the full amount of eligible costs (CPD 21-10, 3).</li> <li>HOME-ARP does not have match requirements (CPD 21-10, 3).</li> <li>HOME does not have a set-aside for CHDOs (CPD 21-10, 3).</li> <li>HOME-ARP targets Qualifying Populations without regard to income, except that a) up to 30% of rental units may be rented to Low Income non-QP households in accordance with the requirements at 24CFR 92.252, and b) if other funding sources have income requirements, those requirements may apply.</li> <li>The PJ must determine that each qualifying household's contribution to rent is affordable to the household based on a determination of the household's income (CPD 21-10, 31). Tenant rent plus utilities is generally limited to 30% of the household's income.</li> <li>HOME-ARP allows a property with either project based rental assistance (PBRA) or tenant based rental assistance (e.g. TBRA or vouchers) to accept rent up to the rental assistance program's rent standard.</li> <li>HOME-ARP has a minimum compliance period of 15 years for all HOME-ARP rental units irrespective of the amount of subsidy per unit or whether the units are acquired, rehabilitated, and/or newly constructed (CPD 21-10, 21).</li> <li>HOME-ARP funds may be used to provide ongoing operating cost assistance or capitalize a project operating cost assistance reserve to address operating deficits of the HOME-ARP units restricted for qualifying households during the compliance period (CPD 21-10, 21).</li> <li>The Uniform Relocation Act requirements apply to HOME-ARP rental developments. The one-for-one replacement housing requirements of section 104(d) does not include single-room occupancy (SRO) units or residential hotel or motel units in jurisdictions where those units are considered dwelling units under state or local law. All other section 104(d) requirements, apply.</li> <li>Master leasing is eligible.</li> </ol>

## ATTACHMENT F: HOME-ARP “THINGS TO CONSIDER” CHART

### Kansas Housing Resources Corporation HOME-ARP Program

#### ELIGIBLE ACTIVITIES & IMPORTANT THINGS TO CONSIDER

This chart contains information on the five eligible activities under HOME-ARP for your consideration. Proposals for the use of HOME-ARP funds may include one or more of the five eligible activities included below are a number of issues to consider when determining if an eligible activity could assist in addressing the unmet needs of your constituents.

NEW RENTAL PRODUCTION (acquisition, construction or rehabilitation of rental housing units)	
<b>ELIGIBLE COSTS:</b> <ul style="list-style-type: none"> <li>The entire project cost is eligible</li> <li>Occupants are eligible for HOME-ARP TBRA assistance. TBRA assistance, however, is portable, and a TBRA recipient may not be required to live in a HOME-ARP assisted unit.</li> <li>Acquisition of vacant land or demolition is eligible if construction is expected to start within 12 months of commitment</li> <li>100% of eligible development costs including acquisition, construction, relocation and related soft costs may be paid by HOME-ARP funds</li> <li>Operating costs assistance can be capitalized for: (1) ongoing operating costs for assistance OR (2) operating reserve during compliance period (if provided, KHRC will pre-fund an operating reserve rather than paying ongoing costs directly).</li> </ul>	<b>IMPORTANT THINGS TO CONSIDER:</b> <ul style="list-style-type: none"> <li>The level and degree of developer capacity to undertake a complex project</li> <li>No more than 30% of total HOME-ARP assisted rental units may be occupied by Low Income (LI) households (distinct from Qualifying Population households).</li> <li>Tenant-paid rent plus utilities for QPs cannot exceed 30% of household income. Rents for non-QP Low-Income households are governed by HOME requirements at 24 CFR 92.252.</li> <li>Not less than 70% of total HOME-ARP units must be QP households</li> <li>Repayment of HOME-ARP funds is required if a project is not completed within four years of commitment, not rented to eligible households within 12 months of project completion or terminated before completion, or not in compliance with HOME-ARP</li> <li>QP households remain eligible as tenants regardless of income increases during tenancy, but rent must be calculated to income annually</li> <li>Minimum 15-year compliance period regardless of amount of HOME-ARP funding or type of development (new construction, acquisition or rehab). If a HAP contract is in place, the compliance period will be at least the term of that contract.</li> <li>Master leasing is permitted</li> </ul>

and fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or harassment			
<b>Common Application</b>	Supportive Services Request	Rental and NCS Requests	TBRA Request

*Instructions for the Kansas Housing Resources Corporation HOME-ARP Preliminary Application: Submit completed application and supporting documents by 5:00 PM on Monday, September 18, 2023 via email to [HOMEARP@kshousingcorp.org](mailto:HOMEARP@kshousingcorp.org).*

## II. Project Information

*Type of Request (please select all that apply)*

Supportive Services: \_\_\_\_\_

Rental Development: \_\_\_\_\_

Non-Congregate Shelter (NCS): \_\_\_\_\_

Tenant Based Rental Assistance (TBRA): \_\_\_\_\_

*Qualifying Populations (QPs)*

Check the boxes of the QPs that will be served by the applicant's program.

Check this box if all QPs will be eligible for the applicant's program: \_\_\_\_\_

HOME-ARP QP 1: Homeless: \_\_\_\_\_

HOME-ARP QP 2: At risk of homelessness: \_\_\_\_\_

HOME-ARP QP 3: Fleeing, or attempting to flee, domestic violence,  
dating violence, sexual assault, stalking, or human trafficking: \_\_\_\_\_

HOME-ARP QP 4: Other families requiring services or housing assistance  
to prevent homelessness OR those at greatest risk of housing  
instability: \_\_\_\_\_

### III. Organization Profile:

## Background

Service Area (list counties served): \_\_\_\_\_

Services offered: \_\_\_\_\_

Individuals Served/Month: \_\_\_\_\_

Number of full-time employees: \_\_\_\_\_ Number of part-time employees: \_\_\_\_\_

Traditional population served: \_\_\_\_\_

Which QPs are already among your organization's clients? \_\_\_\_\_

*Organization Funding - what funding sources does your organization use?*

[illegible]

## IV. Application Next Steps

***THIS APPLICATION IS NOT COMPLETE.*** Completing only the Common Application tab of this application DOES NOT qualify as a complete application for the HOME-ARP Program. Completing only this tab of the spreadsheet may result in an application being evaluated as substantially incomplete. After completing the Common Application tab, please complete the corresponding tabs for each eligible activity for which the applicant intends to apply. ***Each activity type has a separate application tab in this spreadsheet.*** If the applicant intends to apply for each activity, they will need to complete the corresponding application for each activity.



## I. Proposal Summary:

### *General Information*

*Below are the Eligible Costs under HOME-ARP Supportive Services. For additional details and complete definitions, please refer to [HUD CPD Notice 21-10](#).*

<i>Child care</i>	<i>Substance abuse treatment services</i>
<i>Education services</i>	<i>Transportation</i>
<i>Employment assistance and job training</i>	<i>Case management</i>
<i>Food</i>	<i>Mediation</i>
<i>Housing search and counseling services</i>	<i>Credit repair</i>
<i>Legal services</i>	<i>Landlord/Tenants Liaison</i>
<i>Life skills training</i>	<i>Services for special populations</i>
<i>Mental health services</i>	<i>Financial assistance costs</i>
<i>Outpatient health services</i>	<i>Short-term and medium-term financial assistance for rent</i>
<i>Outreach services</i>	

## II. Applicant Agreement

*The Applicant agrees that KHRC shall not be held responsible or liable for representations made to the undersigned, or its investors, relating to the KHRC HOME-ARP Program. Therefore, the undersigned Applicant assumes all the risk of damages, losses, costs, and expenses related thereto, and further agrees to indemnify and hold harmless KHRC against any and all claims, suits, losses, damages, costs, and expenses of any kind and of any nature, that KHRC may hereinafter suffer, incur or pay arising out of the use of the information concerning the HOME-ARP Program on the above referenced development.*

\_\_\_\_\_  
*Applicant Name (Print)*

\_\_\_\_\_  
*Applicant Signature*

\_\_\_\_\_  
*Date*

## II. Source of Funds:

**Construction: List individually the source of construction financing.**

*Please attach proof of funding source with the application. KHRC recognizes that these numbers may be tentative. Applicants will be asked below to determine if the funding source described is committed, requested, or tentative. A definition for each is included below.*

Committed : These resources have been committed or awarded.

Requested : The applicant has applied for these resources.

Tentative : The applicant is considering applying for these resources.

*If the applicant intends to apply for KHRC resources in addition to HOME-ARP (e.g. LIHTC, HOME, HTF, etc.), these resources should also be included as sources below.*

Source of Funds: \_\_\_\_\_

Amount of Funds: \$ \_\_\_\_\_ -

Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_

These funds are:

Committed: \_\_\_\_\_

Requested: \_\_\_\_\_

Tentative: \_\_\_\_\_

### III. Development Budget:

*List Total Estimated Development Costs. KHRC recognizes that these numbers may be tentative.*

*If the applicant uses a row labeled "Other," please delete "Other" and describe the type of cost identified.*

Itemized Cost	Total Development Cost	HOME-ARP Units Cost
To Purchase Land and Buildings:		
Land	\$ -	\$ -
Existing Structures	\$ -	\$ -

## VI. Applicant Agreement

*The Applicant agrees that KHRC shall not be held responsible or liable for representations made to the undersigned, or its investors, relating to the KHRC HOME-ARP Program. Therefore, the undersigned Applicant assumes all the risk of damages, losses, costs, and expenses related thereto, and further agrees to indemnify and hold harmless KHRC against any and all claims, suits, losses, damages, costs, and expenses of any kind and of any nature, that KHRC may hereinafter suffer, incur or pay arising out of the use of the information concerning the HOME-ARP Program on the above referenced development.*

\_\_\_\_\_  
*Applicant Name (Print)*

\_\_\_\_\_  
*Applicant Signature*

\_\_\_\_\_  
*Date*

*Budget - KHRC recognizes that these numbers may be tentative. Highlighted rows will prepopulate.*

Line Item	Itemized Cost	Number of Bedrooms				
		1	2	3	4	5+
1	Estimated Housing Cost (equals HUD FMR payment standard for county served. If more than one county is served use the FMR for one county in	\$ -	\$ -	\$ -	\$ -	\$ -

## II. Applicant Agreement

*The Applicant agrees that KHRC shall not be held responsible or liable for representations made to the undersigned, or its investors, relating to the KHRC HOME-ARP Program. Therefore, the undersigned Applicant assumes all the risk of damages, losses, costs, and expenses related thereto, and further agrees to indemnify and hold harmless KHRC against any and all claims, suits, losses, damages, costs, and expenses of any kind and of any nature, that KHRC may hereinafter suffer, incur or pay arising out of the use of the information concerning the HOME-ARP Program on the above referenced development.*

\_\_\_\_\_  
*Applicant Name (Print)*

\_\_\_\_\_  
*Applicant Signature*

\_\_\_\_\_  
*Date*

YES, YOU CAN OWN A HOME!

HOMEBUYER 101 RESOURCES

FIRST TIME HOMEBUYER PROGRAM

LEARN MORE

HOME LOAN GUARANTEE FOR RURAL  
KANSAS

LEARN MORE

KANSAS HOMEOWNER ASSISTANCE FUND  
(KHAF) IN HOLD PHASE

LEARN MORE



HOME

ABOUT ▾

SERVICES ▾

RESOURCES ▾

NEWS ▾

CONFERENCE

CURRENT ANNOUNCEMENTS



# HOME-ARP

[Home](#) > [HOME-ARP](#)

## ABOUT

HUD obligated HOME-ARP funds to KHRC in the amount of \$22,929,650 on September 20, 2021. This program is part of the American Rescue Plan Act, which became law on March 11, 2021.





# Office Hours

---

- [Tuesday, July 18](#), 1:00-2:00pm
- [Wednesday, July 26](#), 11:00am-12:00pm
- [Tuesday, August 15](#), 1:00-2:00pm
- [Wednesday, August 30](#), 11:00am-12:00pm



# *HOME-ARP Team*

---



**Abigail Phillips**  
HOME-ARP Program  
Manager



**Barry McMurphy**  
MIH Program  
Manager



**Doug Wallace**  
ESG / HOME-ARP  
Program Manager



**Cynthia Howerton**  
First Time Homebuyer /  
TBRA Program Manager



**Shyla Rockett**  
TBRA Program  
Manager



# *Questions?*

---



# Wrap-Up

---

- HOME-ARP Page: <https://kshousingcorp.org/home-arp/>
- Subscribe to HOME-ARP emails: <https://kshousingcorp.org/subscribe/>
- Question? Email the team at [HOMEARP@kshousingcorp.org](mailto:HOMEARP@kshousingcorp.org)

