

**2008 City of Oakland**  
**Notice of Funding Availability for Preservation and Rehabilitation of**  
**Existing Rental Housing**

**Section 8 Project-Based Assistance Option**

The **Oakland Housing Authority (OHA)** will utilize the [City of Oakland's Notice of Funding Availability \(NOFA\) for Preservation and Rehabilitation of Existing Rental Housing](#) as the competitive selection process required for the approval of Project Based Section 8. OHA is prepared to provide Section 8 Project-Based Voucher Assistance (PBV) for 1-to 4-bedroom unit sizes. **Project request must qualify for a minimum of 10 units per project, up to a maximum not exceeding 25% of the total number of units in a project.** Exceptions to the 25% per project cap (*excepted unit*) will be considered for units set aside for qualifying elderly, disabled, or families receiving support services. OHA may also award units as *excepted units* in a project if PBV assistance is needed to replace or preserve a unit as affordable housing due to expiration, non renewal or the loss of an existing subsidy due to government action. If your project is selected for funding under this NOFA, the OHA Board of Commissioners must approve the project for PBV before a formal award can be made.

REHABILITATION UNITS

Projects that require more than \$1,000 per unit of in rehabilitation work to bring units up to HUD [Housing Quality Standards \(HQS\)](#), are subject to HUD approvals for an Environmental (NEPA) and Subsidy Layering Review. Upon receiving all required approvals the project may then execute an [Agreement to Enter into Housing Assistance Payment \(AHAP\)](#) with OHA, and proceed with rehabilitation work. The project will enter into a Section 8 Project- Based Voucher [Housing Assistance Payments \(HAP\) Contract](#) when rehabilitation has been completed and units are ready for tenanting. OHA must inspect all proposed units prior to making a formal PBV award.

EXISTING HOUSING UNITS

If units in your project substantially comply with the HQS on the proposal selection date, a HUD Subsidy Layering and Environmental review are not required and the project may enter directly into a Section 8 Project- Based Voucher [Housing Assistance Payments \(HAP\) Contract](#) with OHA. OHA must inspect all proposed units prior to making a formal PBV award.

IN-PLACE FAMILIES

If a unit to be placed under HAP contract (either an existing unit or a unit requiring rehabilitation) is occupied by an [eligible family](#) on the date the proposal is selected, the in-place family must be referred to the OHA for determination of eligibility. If the in-place family is not in an appropriately sized unit, the family may not be admitted to the PBV program for occupancy in their original unit. OHA may not attach PBV assistance to a unit occupied by a family that is not eligible for Section 8 assistance or residing in and appropriately sized unit based on [OHA Occupancy Standards](#).

The initial term of the HAP Contract may be for a maximum of 15 years and is renewable subject to funding availability. Rents established for Section 8 Project-Based units are determined based on comparable market rents for similar unassisted rental units in the area in which the project is located. Section 8 PBV rents may not exceed 110% of the area's **Fair Market Rent (FMR)** as published by the HUD.

The purpose of this allocation is to preserve and rehabilitate existing affordable rental housing and maintain the availability of affordable rental units that are safe, decent and sanitary for Section 8 eligible low-income families. All financing of project costs and operating expenses are the responsibility of the project owner/developer. Projects must also submit a preliminary management plan which includes a waiting list management and tenant selection plan. The project owner/developer must bare all expenses and will be responsible for creating and maintaining a site-base PBV wait list for tenanting PBV units. The PBV site-based waiting list must be in accordance with HUD and OHA criteria and will be audited by OHA on an annual basis.

PBV reference materials:

- [\*\*AHAP form HUD 52531A \(4-90\)\*\*](#)
- [\*\*AHAP form HUD 52531B \(12-88\)\*\*](#)
- [\*\*HAP form HUD 52530A \(6-01\)\*\*](#)
- [\*\*Oakland FMR Table \(10-08\)\*\*](#)
- [\*\*OHA Occupancy Standards \(04-06\)\*\*](#)
- [\*\*OHA Tenant Eligibility Requirements\*\*](#)
- [\*\*HUD Subsidy Layering Review Checklist\*\*](#)
- [\*\*OHA Utility Allowance Schedule for Section 8 Housing \(11-08\)\*\*](#)
- [\*\*Federal Register 24 CFR Part 983 Project-Based Voucher Program\*\*](#)
- [\*\*Federal Register 24 CFR Part 982.401 – Housing Quality Standards \(HQS\)\*\*](#)
- [\*\*OHA Section 8 Administrative Plan – Chapter 17-Project Based Vouchers \(Proposed Plan to be effective 01-09\)\*\*](#)
- [\*\*Threshold Requirements Questionnaire for 2008 Preservation and Rehab NOFA\*\*](#)

Request for PBV project review must be submitted to OHA no later than **3:00PM Wednesday, November 12<sup>th</sup>, 2008**

In order to receive an **OHA Clearance Letter** (NOFA Application Checklist Item #15) from the Oakland Housing Authority please complete the **PBV Threshold Requirements Questionnaire for 2008 Preservation and Rehab NOFA** and submit to OHA along with copies of the following items per Preservation and Rehabilitation of Existing Affordable Rental Housing application checklist:

	<b>Item #</b>	<b>Item Description</b>
<input type="checkbox"/>	1	Cover Letter/Narrative Description
<input type="checkbox"/>	2	City Application Form
<input type="checkbox"/>	6	Relocation Plan (if applicable)
<input type="checkbox"/>	9	Rehabilitation Scope of Work, Property Inspection, and Cost Estimate (if applicable)
<input type="checkbox"/>	10	Rank/Prioritize Scope of Work (if applicable)
<input type="checkbox"/>	11	Rehabilitation Schedule (if applicable)
<input type="checkbox"/>	12	Rehabilitation Budget (if applicable)
<input type="checkbox"/>	13	Operating Budget
<input type="checkbox"/>	14	30-Year Proforma

<input type="checkbox"/>	16	Operating Statement
<input type="checkbox"/>	17	Rent Roll for Previous 12 months
<input type="checkbox"/>	18	Detailed Explanation for Refinance Request (if applicable)
<input type="checkbox"/>	19	Financial Summary
<input type="checkbox"/>	20	Unit Size and Affordability
<input type="checkbox"/>	23	Preservation Statement (if applicable)
<input type="checkbox"/>	25	Certifications

For hard copies of this document packet or if you have any questions, you may contact:

**Douglas Lee**  
**Sr. Management Analyst**  
**Oakland Housing Authority**  
**1805 Harrison Street**  
**Oakland, CA 94612      (510) 587-2155      Email: [dlee@oakha.org](mailto:dlee@oakha.org)**

or

**Kit Liang – Management Analyst**  
**Oakland Housing Authority - Leased Housing Department**  
**1805 Harrison Street**  
**Oakland, CA 94612      (510) 587-2115      Email: [kliang@oakha.org](mailto:kliang@oakha.org)**