



**MINUTES AND MEMORANDA OF A MEETING
OF
THE BOARD OF DIRECTORS OF THE
INDIANA HOUSING AND COMMUNITY DEVELOPMENT AUTHORITY**

Held: November 16, 2023

A regular meeting of the Board of Directors of the Indiana Housing and Community Development Authority (“IHCDA” or “Authority”) was held on Thursday, November 16, 2023 at 10:00 a.m. at 30 S. Meridian Street in the 8th Floor Auditorium, Indianapolis, Indiana 46204.

The following individuals were present at the meeting: Ryan Clem (Lieutenant Governor designee); Michael Neal (Indiana Treasurer of State Designee); Mark Pascarella (Public Finance Director designee); G. Michael Schopmeyer (Board Member); J. Jacob Sipe (IHCDA Executive Director); members of the staff of the Lieutenant Governor; members of the staff of the Authority and the public. Board Members Andy Place, Sr. attended virtually. Board Member Tom McGowan was not present.

Ryan Clem, designee for the Lieutenant Governor, served as Chair of the meeting and upon noting the presence of a quorum, called the meeting to order. Lauren Tillery served as Board Secretary.

I. Approval of Minutes

A. Meeting Minutes

A motion was made by Mark Pascarella to approve the September 28, 2023, Meeting Minutes, which was seconded by Andy Place, Sr. The motion passed unanimously by roll call.

RESOLVED, the Minutes of the Board meeting held on September 28, 2023, are hereby approved to be placed in the Minute Book of the Authority.

II. Real Estate Department

A. 2024 9% LIHTC Round

Chairperson Clem recognized Matt Rayburn who presented the 2024 9% LIHTC Round.

Background

IHCDA is empowered to act as the housing credit agency for the State of Indiana to administer the allocation of the Internal Revenue Service Section 42 low-income housing tax credit program (“LIHTC”). The purpose of the LIHTC is to provide an incentive for private developers and investors to create affordable rental housing. This can be done by new construction and rehabilitation of existing structures.

IHCDA Financing Type	Total Requested Amount	# of Applicants
LIHTC	\$40,090,205	35
HOME	\$4,750,000	6
Development Fund	\$21,250,000	29

Housing Trust Fund	\$5,970,600	4
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Tax Credit Ceiling

<u>Source of Credits</u>	<u>Amount</u>
2023 Carryforward Credits	\$1,276,777.00
2024 Per Capita Credits (6,883,037 x \$2.75)	\$18,928,351.75
Total:	\$20,205,128.75

Process

IHCDA’s Real Estate Development Department utilized its 2023-2024 Qualified Allocation Plan (“QAP”) criteria to review applications and the process below to select the recommendations being presented to the IHCDA Board of Directors.

1. On July 31, 2023 IHCDA received thirty-five (35) LIHTC applications requesting 2024 credits under the 2023-2024 QAP.
2. Thirty-five (35) self-scoring applications underwent the due diligence process, which included financial analysis, technical review, market study review, verification of the capital needs assessment for proposed rehabilitation developments, and determination of final score.
3. If during the due diligence process a concern or technical deficiency was discovered, a letter was sent to the applicant requesting clarification or technical correction. Each applicant was given an opportunity to comment on any scoring discrepancy.
4. Upon completion of the due diligence process, it was determined that thirty-two (32) applicants met the 2023-2024 QAP criteria.
5. The applications were ranked based on their final scores. IHCDA is recommending credits to the top-ranking applications within their respective set-asides.

Recommendation

Staff recommends that the Board approve LIHTC allocations for the sixteen (16) developments listed below, fourteen (14) of which will receive additional IHCDA financing.

TABLE A					
BIN #	Development Name	LIHTC	Development Fund Loan	HOME Loan	Housing Trust Fund
IN-24-00100	Ashton Acres	\$1,085,000	\$750,000		
IN-24-00200	Aspen Meadows	\$706,858	\$750,000		
IN-24-00300	Biggs Sunny Knolls	\$757,113			
IN-24-00400	Bridges Townhomes	\$1,200,000	\$750,000	\$750,000	\$1,500,000
IN-24-00500	Cotton Mill Apartments	\$1,200,000	\$750,000	\$750,000	
IN-24-00600	Country Villa Apartments	\$1,200,000			
IN-24-00700	Grand Meridian	\$1,200,000	\$750,000		
IN-24-00800	Heritage Landing	\$1,200,000	\$750,000		
IN-24-00900	House of Kohr	\$1,200,000	\$500,000		\$1,470,600
IN-24-01000	Landin Pointe	\$1,080,000	\$750,000	\$500,000	
IN-24-01100	North Pointe	\$1,194,975	\$750,000		
IN-24-01200	Richardson Townhomes	\$1,199,000	\$750,000		
IN-24-01300	Snowy Owl Commons	\$1,190,000	\$750,000		
IN-24-01400	Sycamore Springs	\$1,198,214	\$750,000		

IN-24-01500	The Jeffersonian	\$1,170,000	\$500,000		
IN-24-01600	The Sterling	\$1,052,000	\$750,000		
Total:		\$17,833,160	\$10,000,000	\$2,000,000	\$2,970,600

Following discussion, a motion was made by Andy Place Sr. to approve the following: an aggregate award of LIHTC in the amount of \$17,833,160, an aggregate award of Development Fund in the amount of \$10,000,000, an aggregate award of HOME in the amount of \$2,000,000, and an aggregate award of Housing Trust Fund in the amount of \$2,970,600 to the sixteen (16) developments listed in Table A, as more particularly identified in the Development Summary Sheets. The motion was seconded by Michael Neal. The motion was passed unanimously by roll call.

RESOLVED, that the Board approve the following: an aggregate award of LIHTC in the amount of \$17,833,160, an aggregate award of Development Fund in the amount of \$10,000,000, an aggregate award of HOME in the amount of \$2,000,000, and an aggregate award of Housing Trust Fund in the amount of \$2,970,600 to the sixteen (16) developments listed in Table A, as more particularly identified in the Development Summary Sheets as recommended by staff.

B. 2023 Bonds/AWHTC/4% LIHTC Round

Chairperson Clem recognized Matt Rayburn who presented the 2023 Bonds/AWHTC/ 4% LIHTC Round.

Background

In the 2022 Legislative Session, the Indiana General Assembly passed the Affordable and Workforce Housing Tax Credit (“AWHTC”) as part of Senate Bill No. 382. As of July 1, 2023, this state credit will be administered by IHCDA and must be allocated to projects that are financed by tax-exempt bonds that are subject to the private activity bond volume cap.

The Board approved a Resolution on February 23, 2023 to amend Schedule D, Section 1 of the 2023-2024 Qualified Allocation Plan (“QAP”), which created the policy that administered AWHTC in conjunction with tax-exempt bonds. The amended Schedule established that tax-exempt bonds would be awarded through a competitive application round in conjunction AWHTC. Projects would be divided into five regions (Central, Northeast, Northwest, Southeast, and Southwest), with recommendations based on the highest scoring application in each region.

As part of the 2023-2024 QAP, Schedule D1, Section 1 applies to bond volume allocated for 2023 and 2024. With a new QAP scheduled to be recommended in March 2024 for the 2025 round, IHCDA is making recommendations that will utilize bond volume and AWHTC for both 2023 and 2024.

IHCDA Financing Type	Total Requested Amount	# of Applicants
4% LIHTC	\$36,182,231.20	25
Tax-Exempt Bonds	\$428,371,381.00	25
AWHTC	\$31,592,237.00	25
Development Fund	\$9,750,000.00	14

Funding Availability

IHCDA Financing Type	Amount
Bond Volume	\$195,000,000
2023 & 2024 AWHTC	\$12,000,000

Process

IHCDA's Real Estate Development Department utilized its 2023-2024 QAP criteria, including Schedule D, Section 1, to review applications. IHCDA followed the process below to select the recommendations being presented to the IHCDA Board of Directors.

1. On July 3, 2023 IHCDA received twenty-five (25) LIHTC applications requesting 2023 4% credits, AWHTC, and bond volume under the 2023-2024 QAP.
2. After one application withdrew, twenty-four (24) self-scoring applications underwent the due diligence process, which included financial analysis, technical review, market study review, verification of the capital needs assessment for proposed rehabilitation developments, and determination of final score.
4. If during the due diligence process a concern or technical deficiency was discovered, a letter was sent to the applicant requesting clarification or technical correction. Each applicant was given an opportunity to comment on any scoring discrepancy.
5. Upon completion of the due diligence process, it was determined that seventeen (17) applicants met the 2023-2024 QAP criteria.
6. The applications were ranked based on their final scores. IHCDA is recommending credits to the top-ranking applications within their respective regions.

Recommendation

Staff recommends that the Board approve tax credit and bond volume allocations for the ten (10) developments listed below, five (5) of which will receive additional IHCDA financing.

BIN #	Development Name	4% LIHTC	Bond Volume	AWHTC	Development Fund
IN-23-02100	AHEPA 100-II Apartments	\$747,259.00	\$10,200,000.00	\$1,015,625.00	\$0
IN-23-02200	Cambridge Estates II	\$1,100,700.00	\$12,750,000.00	\$1,199,984.00	\$0
IN-23-02300	Charlestown Flats	\$1,472,037.00	\$20,950,000.00	\$1,200,000.00	\$0
IN-23-02400	Cherry Tree Court	\$820,508.00	\$10,712,976.00	\$1,197,942.00	\$750,000.00
IN-23-02500	Dalehaven Estates	\$968,035.00	\$10,865,000.00	\$1,200,000.00	\$750,000.00
IN-23-02600	Edsall House	\$1,107,415.00	\$15,000,000.00	\$1,196,008.00	\$0
IN-23-02700	Eight37 Lofts	\$1,548,378.00	\$17,005,000.00	\$1,200,000.00	\$750,000.00
IN-23-02800	Kilgore Place	\$1,297,082.00	\$14,210,000.00	\$1,200,000.00	\$750,000.00
IN-23-02900	Residences at Sunrise Crossing	\$690,339.00	\$10,100,000.00	\$1,200,000.00	\$0
IN-23-03000	Turtle Creek North	\$2,109,872.00	\$24,000,000.00	\$1,200,000.00	\$500,000.00
Total:		\$11,861,625.00	\$145,792,976.00	\$11,809,559.00	\$3,500,000.00

Following discussion, a motion was made by G. Michael Schopmeyer to approve the following: an aggregate award of 4% LIHTC in the amount of \$11,861,625.00, an aggregate allocation of bond volume in the amount of \$145,792,976.00, an aggregate allocation of AWHTC in the amount of \$11,809,559.00, and an aggregate award of Development Fund in the amount of \$3,500,000.00 to the ten (10) developments listed in Table A, as more particularly identified in the Development Summary Sheets . The motion was seconded by Andy Place Sr. The motion was passed unanimously by roll call.

RESOLVED, that the Board approve the following: an aggregate award of 4% LIHTC in the amount of \$11,861,625.00, an aggregate allocation of bond volume in the amount of \$145,792,976.00, an aggregate allocation of AWHTC in the amount of \$11,809,559.00, and an aggregate award of Development Fund in the amount of \$3,500,000.00 to the ten (10) developments listed in Table A, as more particularly identified in the Development Summary Sheets, as recommended by staff.

Following discussion, a motion was made by Michael Neal to approve the waitlist presented in **Table B** and delegated authority to IHCDA's Deputy Executive Director & Chief Real Estate Development Officer to approve an allocation of 4% LIHTC, bond volume, AWHTC, and Development Fund in amounts determined by IHCDA to be financially feasible until all remaining tax exempt bond volume is awarded in the order established by the waitlist until such time the waitlist expires on February 16, 2024, provided that the Board is informed of all awards and denials made. The motion was seconded by Mark Pascarella. The motion was passed unanimously by roll call.

RESOLVED, that the Board approve the waitlist presented in **Table B** and delegated authority to IHCDA's Deputy Executive Director & Chief Real Estate Development Officer to approve an allocation of 4% LIHTC, bond volume, AWHTC, and Development Fund in amounts determined by IHCDA to be financially feasible until all remaining tax exempt bond volume is awarded in the order established by the waitlist until such time the waitlist expires on February 16, 2024, provided that the Board is informed of all awards and denials made, as recommended by staff.

Following discussion, a motion was made by Andy Place Sr. to approve the continued review of the projects that failed threshold presented in **Table C** to allow corrections to be made, and if additional bond volume becomes available from IFA, final funding recommendations to be made to the Board by the February 22, 2024 Board Meeting for projects that are financially feasible without a state tax credit award. The motion was seconded by Michael Neal. The motion was passed unanimously by roll call.

RESOLVED, that the Board approve the continued review of the projects that failed threshold presented in **Table C** to allow corrections to be made, and if additional bond volume becomes available from IFA, final funding recommendations to be made to the Board by the February 22, 2024 Board Meeting for projects that are financially feasible without a state tax credit award, as recommended by staff.

C. 2023 General Set-Aside

Chairperson Clem recognized Matt Rayburn who presented the 2023 General Set-Aside.

Background

Pursuant to the 2023 – 2024 Qualified Allocation Plan (QAP), 10% of available low-income housing tax credits (LIHTC) will be set aside for developments that further IHCDA's mission,

goals, initiatives, and priorities irrespective of the ranking by the evaluation factors. IHCD A will exercise its sole discretion in the allocation of the IHCD A General Set-Aside.

On September 12, 2022, IHCD A released a Request for Proposals (RFQ) announcing that it was seeking to select two emerging, first-time low-income housing tax credit (LIHTC) developers that are Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Veteran-Owned Small Business (VOSB), or Service-Disabled Veteran-Owned Small Business (SDVOSB) [collectively “XBE”] entities to participate in the 2023 Rental Housing Tax Credit General Set-aside, which involves partnering with an experienced LIHTC consultant to create a housing development that addresses a community challenge.

IHCD A recognized that first time LIHTC developers, particularly those who are emerging XBE organizations, face financial and institutional barriers to entering the development industry and obtaining financial resources. Through this initiative, IHCD A was intentionally building capacity for emerging first-time XBE developers and reducing financial barriers to increase diversity, equity, and inclusion in Indiana LIHTC development.

The two selected teams would be invited to submit a non-competitive LIHTC application under the General Set-aside in the summer of 2023. Each team’s LIHTC request would be capped to ensure that both developments can be funded through the set-aside. Applications would be subject to all threshold requirements of the 2023-2024 QAP, including meeting the minimum score.

Additionally, if needed based on the developer’s financial capacity, IHCD A committed to providing a financial guarantee of up to \$2,500,000 for each developer to enhance their financial strength and contain costs in attracting capital financing. The developer will have up to three options to maximize the financial enhancement of the IHCD A guarantee, determined on a case-by-case basis based on developer financial capacity and need.

- Predevelopment loan guarantee
- Two-year construction guarantee; and/or
- Five-year guarantee on the tax credit equity, to expire five years from placed-in-service date.

IHCD A will work with each selected developer and their lender and equity investor to determine the terms of the guarantee on a project-by-project basis. IHCD A will bring these recommendations for funding to the Board at a later date.

Also included in the RFQ was the requirement that at least one financial institution partnering with the developer to provide construction financing, permanent financing, or the tax credit equity must commit to offering a two-year fellowship program for an individual(s) who represents an underserved community. The fellowship program must be finalized and implemented by the time the development is placed in service.

Process

Interested respondents were invited to respond to the RFQ by November 28, 2022. IHCD A’s primary consideration in the selection process is detailed below:

1. Complete and Compliant Proposal. Respondent's compliance with submission requirements of the RFQ.
2. Project Concept: Respondent must provide a narrative that addresses each of the following items:
 1. A proposed housing concept that addresses a community challenge. This must include a description of the community challenge and how the proposed housing concept would address the community challenge.
 2. A proposed location for the development. An exact site is not required, but at a minimum identify a proposed city/town and county.
 3. A description of how the developer used data to identify the community challenge.
 4. Proposed metrics for tracking data to measure the success of the project.
3. Capacity of the XBE Developer
 1. A description of the entity's mission and purpose
 2. A resume
 3. A description of key personnel
 4. A description of previous development experience by the entity and key personnel
4. Experience and Capacity of LIHTC consultant. An assessment of the consultant's experience and capacity to assist in delivering the indicated services in accordance with the specifications described in the RFQ.
5. Past Award Performance of the LIHTC consultant. Past award performance, including history of complying with IHCDA and/or federal guidelines, meeting benchmarks and quality of work performed, and services provided.

On November 28, 2022, IHCDA received 20 responses to the RFQ. Because of the high number of responses, IHCDA narrowed the list to 8 finalists according to the evaluation criteria in the RFQ.

The eight finalists were invited to present their proposals to the IHCDA selection committee on January 12, 2023 at Ivy Tech Muncie. The location was due to IHCDA's partnership with Ivy Tech College of Muncie-Henry County. The selection committee was comprised four students who were single mothers and also participants in the Ivy Parents Achieve Success with Support (I.PASS) Program. This program includes dedicated wraparound services, workforce-aligned programming, and career development services for single mothers. As members of the selection committee, these students brought a unique life experience that would be crucial in determining the feasibility and potential impact of the unique housing solutions that the eight finalists were proposing.

Following the presentations and review of the applications, the selection committee announced the selection of the following two developers and developments.

Anthony Grimes Apartments & Family Center

- Emerging Developer: 2 Thirty-Eight Properties, LLC
- Experienced LIHTC Consultant: RealAmerica Development, LLC

- Housing Concept: Create a new housing community using low income housing tax credits where families can recover and heal together from addiction. Proposed location is 1435 E. Mickley Avenue in Indianapolis, creating up to 34 units for single parents and their children.

The Monreaux Apartments

- Emerging Developer: Chateaux 14 Development LLC
- Experienced LIHTC Consultant: Housing Matters LLC
- Housing Concept: Address the need to create and support more budding small businesses and entrepreneurs while creating affordable housing for low-income families in the newly revitalized downtown South Bend area.

Additional information on each project can be found in the attached summary sheets.

Application Process

In June and September of 2023, IHCD received applications from the two developers requesting 2023 credits under the 2023-2024 QAP. The two applications underwent the due diligence process, which included financial analysis, technical review, market study review, and determination of final score. If during the due diligence process a concern or technical deficiency was discovered, a letter was sent to each applicant requesting clarification or technical correction. Each applicant was given an opportunity to comment on any scoring discrepancy. Upon completion of the due diligence process, it was determined that both developments met the 2023-2024 QAP criteria. The Development Summaries, attached hereto as Exhibit A and B, provide detailed information regarding the developments.

Recommendation

Staff recommends the approval of two reservations for LIHTC and Development Fund, as outlined in the table below:

BIN #	Owner Entity Name	Development Name	LIHTC 9% Credit Recommendation	Development Fund Recommendation
IN-23-01900	Anthony Grimes Apartments & Family Center, L.P.	Marvetta & Anthony Grimes Family Center	\$1,140,000	\$750,000
IN-23-02000	The Monreaux LP	The Monreaux	\$1,140,000	\$750,000
TOTAL:			\$2,280,000	\$1,500,000

Following discussion, a motion was made by Michael Neal to approve an aggregate award of 9% LIHTC in an amount not to exceed \$2,280,000 to Anthony Grimes Apartments & Family Center, L.P. and The Monreaux, LP and an aggregate amount of Development Fund not to exceed \$1,500,000 to Anthony Grimes Apartments & Family Center, L.P. and The Monreaux, LP as more particularly

identified in the Development Summary Sheets. The motion was seconded by Andy Place Sr. The motion was passed unanimously by roll call.

RESOLVED, that the Board approve the HCV 2024 Annual Plan and 2024 Administrative Plan, as recommended by staff.

Matt informed the Board that Jeff Zongolowicz has taken a position with HUD and is no longer with IHCD as the HCV Manager. He introduced Nicole Chapman, who will be IHCD's new HCV Manager.

D. HOME ARP Award- Ivy Flats

Chairperson Clem recognized Peter Nelson who presented the HOME ARP Award for Ivy Flats.

Background

The American Rescue Plan (ARP) provided \$5 billion to assist individuals or households who are homeless, at risk of homelessness, and other vulnerable populations by providing housing, tenant-based rental assistance, supportive services, and non-congregate shelter with the goal of reducing homelessness and increasing housing stability across the country. These grant funds will be administered through HUD's HOME Investment Partnerships American Rescue Plan Program (HOME-ARP).

IHCD received \$54,528,535 in HOME-ARP funding. In April 2022, HUD approved IHCD's HOME-ARP allocation plan setting aside \$31,800,000 for the development of affordable rental housing. Per the allocation plan, all rental units created through the HOME-ARP rental construction program will be supportive housing for HOME-ARP qualifying populations with a focus on persons experiencing homelessness.

Process

On July 11, 2022, IHCD issued a Request for Proposals for "HOME Investment Partnerships Program-American Rescue Plan Rental Housing Construction." Responses were due September 5, 2022. IHCD selected 10 respondents eligible to apply for HOME-ARP funding. Eligible teams could also apply for National Housing Trust Fund, Development Fund, and HOME-ARP nonprofit operating assistance.

On September 7, 2023, IHCD received the second application for HOME-ARP funds representing a total development cost of \$7,352,000 and requesting \$4,000,000 in HOME-ARP, \$3,000,000 in National Housing Trust Fund, and \$132,000 in Indiana Housing and Community Development Fund. Housing Opportunities, Inc. is proposing the adaptive reuse of a building that was originally a Coca-Cola bottling facility to create 16 units in La Porte. The project consists of one- and two-bedroom units for individuals and families experiencing homelessness. The project site is located within one mile of a grocery store, local parks, a pharmacy, a local library, and YMCA. The project concept was developed by the Housing Opportunities, Inc. team during the 2022 Indiana Supportive Housing Institute. The Development Summary Sheet is attached hereto as **Exhibit A**.

Housing Opportunities, Inc. is also requesting \$50,000 in HOME-ARP non-profit operating assistance.

Key Performance Indicators

IHCD will track the following Key Performance Indicators in relation to the HOME-ARP Rental Construction program:

1. The total number of rental units produced with HOME-ARP funds.

2. The number non-profits receiving HOME-ARP operating assistance.
3. Development benchmark tracking including release of funds, start and completion of construction, funds drawn, inspections, and lease-up.

Following discussion, a motion was made by G. Michael Schopmeyer to approve awarding \$4,000,000 of HOME-ARP funds in the form of a grant, \$3,000,000 of National Housing Trust Fund in the form of a grant, \$132,000 of Development Fund in the form of a loan, and \$50,000 in HOME-ARP non-profit operating assistance to Housing Opportunities, Inc. for Ivy Flats. The motion was seconded by Andy Place Sr. The motion was passed unanimously by roll call.

RESOLVED, that the Board approve awarding \$4,000,000 of HOME-ARP funds in the form of a grant, \$3,000,000 of National Housing Trust Fund in the form of a grant, \$132,000 of Development Fund in the form of a loan, and \$50,000 in HOME-ARP non-profit operating assistance to Housing Opportunities, Inc. for Ivy Flats, as recommended by staff.

E. PBV Award- Ivy Flats

Chairperson Clem recognized Matt Rayburn who presented the PBV Award for Ivy Flats.

Background

The project-based voucher (PBV) program allows Public Housing Agencies (PHAs) that administer a tenant-based Housing Choice Voucher (HCV) program to utilize up to 30% of its voucher program budget authority to attach the funding to specific units rather than using it for tenant-based assistance. Project-basing vouchers provides essential subsidy to developments and allows the HCV program to target resources to house individuals that the program could not successfully serve otherwise.

Process

As described in IHCDA's HCV Administrative Plan, IHCDA may award project-based vouchers to proposals previously selected through the Indiana Supportive Housing Institute Request for Proposals.

On September 7, 2023, Housing Opportunities, Inc. applied for HOME Investment Partnerships American Rescue Plan (HOME-ARP) and National Housing Trust Fund (HTF) funds from IHCDA. The application also included a request for PBV. Staff reviewed materials provided by the applicant to assess the development's eligibility and suitability for PBV.

The award is contingent upon completion of Environmental Review and approval of the Subsidy Layering Review.

Development Name: Ivy Flats			
Applicant: Housing Opportunities, Inc.			
Unit Size	Vouchers	Monthly Rent (Current FMR)	Gross Annual Rent (Year 1)
1BR	10	\$823	\$98,760
2 BR	6	\$1016	\$73,152
Housing Assistance Payment Agreement Term			20 Years

Following discussion, a motion was made by Mark Pascarella to approve an award of 16 Project-Based Vouchers to Housing Opportunities, Inc. for Ivy Lane for a period of 20 years based on the annual fair market rents (FMR) for LaPorte County. The motion was seconded by Michael Neal. The motion was passed unanimously by roll call.

RESOLVED, that the Board approve an award of 16 Project-Based Vouchers to Housing Opportunities, Inc. for Ivy Lane for a period of 20 years based on the annual fair market rents (FMR) for LaPorte County, as recommended by staff.

F. 811 PRA Award House of Kohr

Chairperson Clem recognized Matt Rayburn who presented the 811 PRA Award for House of Kohr.

Background

The U.S. Department of Housing and Urban Development (“HUD”) awarded IHCDA \$7,000,000 in Section 811 Project Rental Assistance (“811 PRA”) funding to provide project-based rental assistance to projects dedicating up to 25% of their units to extremely low-income households with at least one household member between the ages of 18 and 62 with a disability.

IHCDA’s HUD approved 811 PRA plan states that IHCDA will use 811 PRA to provide project-based rental assistance to supportive housing developments that will serve one of the following eligible populations:

1. Persons Experiencing Homelessness
2. Persons with Intellectual or Developmental Disabilities (IDD)
3. Persons Living in Institutional Settings

Following board approval, IHCDA will execute an Agreement to Enter into a Rental Assistance Contract (ARAC) for the duration of the construction period. Following completion of construction, a Rental Assistance Contract (RAC) will be executed with a 20-year term.

Process

Through the 2021 Indiana Supportive Housing Institute, the House of Kohr development team developed a project concept that will serve persons experiencing homelessness who meet the 811 PRA eligibility requirements. The project, located in Bloomington, will be integrated supportive housing with nine of 38 units (23.68%) reserved as supportive housing units utilizing 811 PRA.

IHCDA allows teams that completed the 2021 Supportive Housing Institute to request 811 PRA in conjunction with their application for Low Income Housing Tax Credit funding. Brinshore Development, LLC applied for 811 PRA along with their LIHTC application in the 2024 tax credit funding round.

Project Summary

Development Name: House of Kohr			
Applicant: Brinshore Development, L.L.C.			
Unit Size	811 PRA Units	Monthly Rent	Gross Annual Rent (Year 1)
1 bedroom	9	\$979	\$105,732

Key Performance Indicators

IHCDA will track the following key performance indicators for this 811 PRA award:

1. The utilization of 811 PRA rental assistance
2. The total number of households served
3. Compliance of the project throughout the 20-year RAC

Following discussion, a motion was made by G. Michael Schopmeyer to approve an award of nine units of Section 811 PRA to Brinshore Development, L.L.C. for House of Kohr, for a period of 20 years with initial rents set at fair market rents (FMR) and annual rent adjustments based on the HUD published Operating Cost Adjustment Factor (OCAF). The motion was seconded by Andy Place Sr. The motion was passed unanimously by roll call.

RESOLVED, that the Board approve an award of nine units of Section 811 PRA to Brinshore Development, L.L.C. for House of Kohr, for a period of 20 years with initial rents set at fair market rents (FMR) and annual rent adjustments based on the HUD published Operating Cost Adjustment Factor (OCAF), as recommended by staff.

G. 2023 Housing First

Chairperson Clem recognized Zach Gross who presented the 2023 Housing First board memo.

Background

The Indiana Housing First Program was established through state legislation in 2017 to provide rental assistance and supportive services to individuals and families with a serious and persistent mental illness, a chronic chemical addiction, or a serious and persistent mental illness with a co-occurring chronic chemical addiction who are also facing a housing crisis or exiting a residential treatment program. The program uses a Housing First model, meaning that services provided are voluntarily selected by participants and are predicated on a harm reduction approach to addiction. Housing First is an approach that aims to quickly and successfully connect individuals and families experiencing a housing crisis to permanent housing without preconditions or barriers to entry. Supportive services are offered to maximize housing stability and prevent returns to homelessness or treatment programs.

Process

On September 6, 2023, IHCDA released an updated policy and Request for Qualifications (“RFQ”) with an informational webinar conducted on September 13, 2023. Responses to the RFQ were due on October 9, 2023. Eligible respondents were 501(c)(3) non-profit organizations, public housing agencies, or units of local government. IHCDA received seven responses requesting an aggregate award of \$1,990,000.00. IHCDA has a total of \$1,007,327.00 available for allocation.

An IHCD selection committee individually reviewed all responses and then met as a group to discuss the merits of each. The selection committee's review and funding recommendation was based upon the following factors:

- Compliance with the RFQ submission requirements;
- Experience of respondent, particularly experience administering rental assistance programs, providing supportive services, and utilizing the Housing First model;
- Financial capacity;
- Readiness to proceed, as demonstrated by identification of appropriate partners and implementation timelines;
- Program design, including but not limited to proposed tenant selection plan, service delivery model and budget; and
- Past award performance.

Key Performance Indicators

IHCDA will track the following Key Performance Indicators for these Indiana Housing First Awards:

1. The total number of households served under the program
2. The amount of funds disbursed
3. The number of participants that remained stably housed upon discharge of the program

Recommendation

Staff recommends that the Board approve an aggregate award of Indiana Housing First Program funding in the amount of \$1,000,000.00 to the four organizations set forth in Table A below.

**Table A
Applications Recommended for Funding**

Award #	Lead Applicant	Counties Served	Award Requested	Award Recommended
HFP-23-001	Aurora, Inc.	Daviess, Dubois, Gibson, Knox, Perry, Pike, Posey, Spencer, Vanderburgh, and Warrick Counties	\$300,000.00	\$200,000.00
HFP-23-002	Family Promise of Hendricks County	Hendricks County	\$300,000.00	\$300,000.00
HFP-23-003	Human Services, Inc.	Bartholomew County	\$300,000.00	\$200,000.00
HFP-23-004	Northwest Indiana Community Action (NWICA), formerly Housing Opportunities	Jasper, La Porte, Newton, Porter, and Starke Counties	\$300,000.00	\$300,000.00
Total:			\$1,200,000.00	\$1,000,000.00

The applications listed in Table B are not recommended for funding.

Table B
Application not Recommended for Funding

Lead Applicant	Counties Served	Reason for Denial	Award Requested	Award Recommended
Affordable Housing Corporation	Grant County	Insufficient funding to award all requests. Denied based on scoring.	\$300,000.00	\$0
HVAF of Indiana	Boone, Hamilton, Hancock, Hendricks, Johnson, Marion, Morgan, and Shelby Counties	Insufficient funding to award all requests. Denied based on scoring.	\$300,000.00	\$0
Lafayette Transitional Housing Center (LTHC)	Benton, Carroll, Clinton, Fountain, Montgomery, Tippecanoe, Warren and White counties	Insufficient funding to award all requests. Denied based on scoring.	\$190,000.00	\$0
Total:			\$790,000.00	\$0

Following discussion, a motion was made by Michael Neal to approve an aggregate award of Indiana Housing First Program funding in the amount of \$1,000,000.00 to the four organizations set forth in Table A. The motion was seconded by G. Michael Schopmeyer. The motion was passed unanimously by roll call.

RESOLVED, that the Board approve an aggregate award of Indiana Housing First Program funding in the amount of \$1,000,000.00 to the four organizations set forth in Table A , as recommended by staff.

H. 2023 HOME TBRA

Chairperson Clem recognized Zach Gross who presented the 2023 HOME TBRA board memo.

Background

The HOME Investment Partnerships Program (HOME) can be used to provide direct rental assistance to low-income households. HOME funded Tenant Based Rental Assistance (HOME TBRA) is a rental subsidy that helps make up the difference between what a renter can afford to pay and the actual rent. HOME TBRA can also assist with utility costs, security deposits, and utility deposits. To be eligible for this program, the household's income must be at or below 60% of area median income.

The Indiana State Consolidated Plan allows IHEDA to seek programs that assist with special populations that are at risk of being homeless or currently experiencing homelessness. One of these programs is the re-entry program for persons who were formerly incarcerated and who have barriers to obtaining housing that put them at risk of becoming homeless. An August 2018 report published by the Prison Policy Initiative shows that people who have been incarcerated experience homelessness at a rate almost seven times higher

than the general population.¹ Therefore, IHCDCA has designed its HOME TBRA program to exclusively serve income-eligible households in which at least one member was formerly incarcerated to increase housing affordability, stability, and choice for this population. For the purpose of this program, eligible individuals include (1) persons exiting the corrections system within six months and at risk of homelessness due to a lack of stable housing, and (2) individuals currently experiencing homelessness who were formerly incarcerated.

IHCDCA additionally allocated HOME Investment Partnerships Program - American Rescue Plan (HOME-ARP) Supportive Services funds to ensure that all households assisted with HOME TBRA are offered or connected to a comprehensive set of supportive services that promote long-term housing stability. Eligible supportive services include childcare, education services, employment assistance and job training, food, housing search and counseling services, legal services, mental health services, outpatient health services, outreach services, substance abuse treatment services, transportation, case management, mediation, credit repair, services for special populations (such as victim services), and financial assistance costs (limited to rental application fees, utility payments, moving costs, and one-time payments of rental arrears).

Process

The final policy manuals and Request for Qualifications (“RFQ”) were released on September 6, 2023, with an informational webinar conducted on September 14, 2023. Responses to the RFQ were due on October 9, 2023. Eligible respondents were 501(c)(3) non-profit organizations, public housing agencies, or units of local government. Respondents submitted one application requesting a maximum of \$300,000 in HOME TBRA with the option to request a maximum of \$100,000 in HOME-ARP to support the housing stability of HOME TBRA participants. IHCDCA received four responses requesting both HOME TBRA and HOME-ARP Supportive Services funding. In total, IHCDCA received four responses requesting an aggregate award of \$1,224,688.16 in HOME TBRA and \$428,500.00 in HOME-ARP. IHCDCA has a total of \$1,200,000 available for allocation in HOME TBRA. IHCDCA has a total of \$400,000 available for allocation in HOME-ARP.

An IHCDCA selection committee individually reviewed all responses and then met as a group to discuss the merits of each. The selection committee’s review and funding recommendation was based upon the following factors:

- Satisfaction of threshold criteria, including compliance with the RFQ submission requirements and financial capacity;
- Experience of respondent and partners administering rental assistance programs and supportive services;
- Readiness to proceed;
- Program design;
- Service delivery plans; and
- Past award performance.

Key Performance Indicators

IHCDCA will track the following Key Performance Indicators for this HOME TBRA Award:

4. The total number of households served under the program
5. The amount of funds disbursed
6. The number of participants that remained stably housed upon discharge of the program

Recommendation for HOME TBRA Funding

¹ <https://www.prisonpolicy.org/reports/housing.html>

Staff recommends that the Board approve an aggregate award of HOME TBRA funding in the amount of \$1,200,000 to the four organizations set forth in Table A below.

Table A
Applications Recommended for HOME TBRA Funding

Award #	Lead Applicant	Counties Served	Award Requested	Award Recommended
TB-023-006	Affordable Housing Corporation	Grant County	\$300,000.00	\$300,000.00
TB-023-007	Aurora, Inc.	Daviess, Dubois, Perry, Pike, Posey, Spencer, Vanderburgh, Warrick Counties	\$326,211.60	\$300,000.00
TB-023-008	City of Vincennes	Knox County	\$298,476.54	\$300,000.00
TB-023-009	Family Promise of Hendricks County	Hendricks County	\$300,000.00	\$300,000.00
Total:			\$1,224,688.16	\$1,200,000.00

Recommendation for HOME-ARP Service Funding

Staff recommends that the Board approve an aggregate award of HOME-ARP Supportive Services funding in the amount of \$400,000.00 to the four organizations set forth in Table B below.

Table B
Applications Recommended for HOME-ARP Service Funding

Award #	Lead Applicant	Counties Served	Award Requested	Award Recommended
HA-023-012	Affordable Housing Corporation	Grant County	\$100,000.00	\$100,000.00
HA-023-013	Aurora, Inc.	Daviess, Dubois, Perry, Pike, Posey, Spencer, Vanderburgh, Warrick Counties	\$135,000.00	\$100,000.00
HA-023-014	City of Vincennes	Knox County	\$93,500.00	\$100,000.00
HA-023-015	Family Promise of Hendricks County	Hendricks County	\$100,000.00	\$100,000.00
Total:			\$428,500.00	\$400,000.00

Following discussion, a motion was made by G. Michael Schopmeyer to approve an aggregate award of HOME Tenant Based Rental Assistance funding in the amount of \$1,200,000 to the four organizations set forth in Table A. The motion was seconded by Mark Pascarella. The motion was passed unanimously by roll call.

RESOLVED, that the Board approve an aggregate award of HOME Tenant Based Rental Assistance funding in the amount of \$1,200,000 to the four organizations set forth in Table A, as recommended by staff.

Following discussion, a motion was made by G. Michael Schopmeyer to approve an aggregate award of HOME American Rescue Plan Supportive Services funding in the amount of \$400,000 to the four organizations set forth in Table B. The motion was seconded by Mark Pascarella. The motion was passed unanimously by roll call.

RESOLVED, that the Board approve an aggregate award of HOME American Rescue Plan Supportive Services funding in the amount of \$400,000 to the four organizations set forth in Table B., as recommended by staff.

III. Executive Update

A. Executive Director's Update

Chairperson Valentine recognized J. Jacob Sipe, who presented the Executive Update and discussed the following topics:

1. **Andy Place, Sr. Award** Jake began by saying he would like to congratulate Board Member Andy Place, Sr. for receiving the Spirit of Habitat Award from Habitat for Humanity of St. Joseph County.
2. **IHCDA Award** Jake mentioned that at the annual **National Council of State Housing Agencies** (NCSHA) Conference in this October, IHCDA was recognized with a 2023 Annual Awards for Program Excellence. Our agency's innovative Emerging Developer initiative for the 2023 Rental Housing Tax Credit (RHTC) General Set-Aside was selected as a winner in the Special Achievement Category. The team put a lot of great work into it. Not only was it innovative in generating and developing units, we have created a lot of conversation around the continuation of supporting emerging developers across our state in developing housing, whether that be market rate or affordable.
3. **PRO Housing** Jake said we didn't stop there. This summer HUD announced a new initiative called Pathways to Removing Obstacles for Housing or PRO Housing. HUD released an RFP announcing they would make twenty (20) awards to organizations, local units of government or states under a competitive application process. IHCDA took the lead on submitting an application for Pro Housing. One piece of that is to continue to build out and make improvements to the Indiana Housing Dashboard, which is a great resource for not-for-profits, developers and communities to use to look at housing data across our state. In a matter of seconds you can pull a housing needs assessment. It's about 86 pages. Another piece of this is that we've also had success partnering with some of the universities across our state and so we propose to partner with a few of our universities to go into a few of our smaller communities that have been underserved to help them with developing housing action plans. So, a portion of our 10 million dollars will go to support new affordable housing under the umbrella of XPE emerging developers. Hopefully in the 1st or 2nd quarter of 2024 we should know if we were one of the twenty (20) applicants that were approved.
4. **Solar for All** The other initiative was under the EPA where they made available \$7 billion dollars available and it's called Solar for All. This is to target low-income households to utilize solar for their energy source to reduce the energy burden on those households. IHCDA worked closely with the Indiana Office of Energy Development to partner with them to submit an application, where IHCDA was the lead applicant. We requested \$250 million dollars for Indiana. This would be a 5 year program and our proposal covers all 92 counties and we broke the usage of the funds down into 4 buckets: 1) to support homeowners through their rooftop solar on our homeownership side; 2) we also propose to support multifamily by creating a

revolving renewable solar fund to support our multifamily properties; 3) we would also be open to piloting a community solar initiative where one could subscribe in and get solar that way, these are usually ground models. We would be communicating with some of the utilities in our state to see if that could be done; and 4) a workforce development component for the trades who would be installing solar on rooftops or on the ground. This would be supporting the electric and trade sides through workforce development. Our application was submitted in October, and we've already had EPA ask us some clarification questions which means they're looking at our application. We're told the award announcements will be made around July of 2024. We're told they are only going to award one (1) award per state. It is very competitive and we are not the only applicants in Indiana. If we do win the award, we will have one (1) year to plan and four (4) years to implement. Eligible households would have to be at or below 80% AMI and we would have to demonstrate at 20% energy cost savings with the installation.

5. **Staffing** Jake mentioned that David Stewart has moved to just being IHCDA Board Counsel and taking the lead on IHCDA investigations as Investigations Officer. He announced that Jennifer Phillips will be the IHCDA Interim General Counsel. He announced that he is proud that Jennifer joined IHCDA in 2018 as an intern and has been with IHCDA full time since 2019 and has served in a lot of different roles supporting our Legal efforts.
6. **IHCDA Board Conflict of Interest Forms** Jake announced that every year all Board members and their respective designees are required to fill out Conflict of Interest Individual Disclosure statements. Dave will be sending out the form for those in the next few hours so please look for those and fill them out.
7. **Next Board Meeting** The December Board meeting will be on Thursday, December 21, 2023 here at IHCDA on the 9th floor in the normal meeting room. It will begin at 10:00 a.m. ET. Jake told the Board that if they look outside this meeting room at the area where the wall of glass is, that will be IHCDA's new meeting and training center area and we hope to be utilizing that space sometime at the first of next year and our Board meetings will be moving over there.
8. There being no other business the meeting is adjourned at 11:16 a.m.

Respectfully submitted,



Lieutenant Governor, Suzanne Crouch, or her designee

ATTEST:



J. Jacob Sipe
Executive Director for IHCDA