



Notice of Funding Availability (NOFA) for Housing-Related Activities

Fiscal Year 2025-2026

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A. Purpose and Overview

The City of Charlottesville is issuing this Notice of Funding Availability (NOFA) to inform community organizations, developers, and other stakeholders about the availability of funds for housing-related initiatives.

The city is committed to supporting projects that advance affordable housing, long-term affordability, and homelessness prevention.

B. Funding Programs

Program	Purpose	Estimated Funding Available	Funding Availability	Application Period
Charlottesville Affordable Housing Fund (CAHF)	To provide flexible funding for the development and preservation of affordable housing units within the City of Charlottesville.	\$823,000	July 1, 2024	October 21, 2024, until November 22, 2024
Housing Operations & Program Support (HOPS)	To support the operational needs of non-profit organizations involved in affordable housing and homelessness prevention.	\$575,000	July 1, 2025	September 18, 2024, until October 18, 2024
Community Development Block Grant (CDBG)	To support activities including homeownership, home repair, public and human services, economic development, and public infrastructure improvements.	\$410,468	July 1, 2025	January 6, 2025, until February 7, 2025
Home Investment Partnerships (HOME)	To support the creation and preservation of affordable housing through homeownership and rehabilitation programs.	\$112,248	July 1, 2025	January 6, 2025, until February 7, 2025

C. Request For Information (RFI): 2024 Housing Capital Investment RFI

2024 Housing Capital Investment RFI	To gather information on housing development projects requiring significant investment, particularly those involving LIHTC.	TBD	N/A	November 1, 2024 - November 30, 2024
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The previous Request for Information (RFI) provided valuable input by shedding light on various affordable housing projects. This information allowed us to estimate a funding requirement of \$33.4 million for the period between 2023 and 2028. It's important to note that the RFI is a tool for understanding 5-year project forecasts and funding gaps and not a direct funding opportunity. This proactive RFI approach helps us align our Capital Improvement Plans (CIP), budget planning, and program development strategies with the City's Affordable Housing and Comprehensive Plans and Budget Goals. Affordable or rapid housing developer or operator to share their project vision, scope, and potential partnership opportunities with us. This will assist in fostering sustainable and inclusive housing initiatives in our vibrant community.

Why Apply/Respond to RFI?

Developers and operators are encouraged to submit a response to this RFI for several reasons:

- **Funding Interest:** Express interest in potential funding and collaboration with the City for affordable housing projects.
- **City Partnership:** Foster partnerships with the City for valuable support and resources.
- **Support City Goals:** Show commitment to the City's affordable housing and community development objectives.
- **Influence City Planning:** Contribute to the City's budget and decision-making processes for housing initiatives.
- **Increase Visibility:** Provide valuable 5-year insight to help guide the City's affordable housing CIP and planning.

D. Application Process

Timeline and Key Dates:

- **CAHF Application Period:** October 21, 2024 - November 22, 2024
- **HOPS Application Period:** September 18, 2024 - October 18, 2024
- **CDBG/HOME Application Period:** January 6, 2025 – February 7, 2025

About Review Period: Applications shall only be considered complete for review by the Office of Community Solutions and relevant committees following submission deadlines.

Submission Guidelines:

- **Staff Point of Contact (POC):** Applications must be submitted through the point of contact for each respective application listed below:
 - **CAHF and HOPS Applications:** Madelyn Metzler, Housing Compliance Coordinator
Email: metzlerm@charlottesville.gov, Phone: (434)970-3618
 - **CDBG/HOME Applications:** Anthony Warn, Grants Analyst
Email: warna@charlottesville.gov, Phone: (434) 970-3093
- **Supporting Documentation:** All required documentation must be uploaded to the portal at the time of submission. Incomplete applications will not be considered.

Evaluation Criteria:

- **Project Readiness:** Preference will be given to projects that demonstrate site control, completed environmental reviews, and secured other necessary permits.
- **Affordability:** Projects must meet the City's affordability targets, with a focus on serving households earning up to 30% AMI, 60% AMI, and 80% AMI.
- **Leverage:** Projects with a higher ratio of external funding to City funding will score higher.
- **Cost Efficiency:** Evaluation of the cost per unit or program to maximize the impact of City funds.
- **Community Representation:** Organizations must demonstrate that their leadership and governance structures reflect the communities they serve.

E. Compliance and Monitoring Requirements

Monitoring:

- All funded projects will be subject to quarterly reporting requirements and annual site visits to ensure compliance with the terms of grant agreements.
- **Affordability Covenants:** The City of Charlottesville encourages a minimum affordability period of 20 years, with a strong preference for 99-year covenants where feasible.

Staff Capacity:

The City is increasing its staffing dedicated to monitoring and compliance to ensure that all projects meet their obligations. Additional capacity will be provided as needed to manage the growing complexity of the City's housing programs.

F. Terms, Acronyms, and Definitions

- **CAHF:** Charlottesville Affordable Housing Fund
- **HOPS:** Housing Operations & Program Support
- **CDBG:** Community Development Block Grant
- **HOME:** HOME Investment Partnerships Program
- **LIHTC:** Low-Income Housing Tax Credit
- **AMI:** Area Median Income
- **RFI:** Request for Information
- **NOFA:** Notice of Funding Availability
- **NOFO:** Notice of Funding Opportunity
- **POC:** Point of Contact

G. Contact Information

For questions regarding specific programs, please contact:

- **CAHF and HOPS Committee Point of Contact:**

Antoine Williams, Housing Program Manager

Email: williamsan@charlottesville.gov

Phone: (434) 970-3513

- **CAHF and HOPS Reporting and Compliance:**

Madelyn Metzler, Housing Compliance Coordinator

Email: metzlerm@charlottesville.gov

Phone: (434) 970-3618

- **CDBG/HOME Committee Point of Contact:**

Anthony Warn, Grants Analyst

Email: warna@charlottesville.gov

Phone: (434) 970-3093