Access to Home, RESTORE and MMHR Programs
State Funded Housing Rehabilitation
Rural Housing Conference 2023
Agenda

Summary of Programs
- New York State Homes and Community Renewal
- RESTORE
- Manufactured and Mobile Home Replacement

Common Barriers to Application
- We apply and never get funded
- Not enough funds to make the program work
- Difficult to document costs

Blue Sky
How Does Funding Work?

Homes and Community Renewal

Municipality or Not-for-profit Organization as Local Program Administrator (LPA)

Property Owner

Property Owner

Property Owner
Summary of Programs
Access to Home is a State funded program that provides grants to make accessibility modifications to existing dwelling units occupied by low-income persons with disabilities.

**Eligible Applicants**
Municipalities and not-for-profits that demonstrate experience in adapting homes for persons with disabilities. All areas of New York State are eligible.

**General Eligible Activities**
Adapting homes for persons with physical disabilities and seniors with age-related disabilities with accessibility modifications ONLY (except for Heroes).

**Participants**
Disabled individuals of all ages for primary residence at or below 80% AMI (veterans 120% if disability is service related). Access Heroes serves disabled veterans at or below 120% of AMI.

**How to Apply**
Annual competitive round Community Development Online (CDOL)
Access to Home Program

Roles and Responsibilities

• Administrators of grant funds are called Local Program Administrators, or LPAs. LPAs are responsible for finding and vetting participants, vetting for eligibility of both the unit and participant, providing technical assistance including inspections, creating work scope, providing vetted contractors, inspecting work, and paying contractor, among other administrative tasks.

• Grant funds are paid on a cost incurred basis. Disbursement is conducted through payment request process.

• All three Access to Home grants provide for up to 10% of the total award in project soft costs (project delivery) and up to 7.5% of the total award for grant administration activities (marketing, outreach, reporting, disbursement preparation, etc.)

• NYS HCR OCR provides grant administration oversight and technical assistance.
RESTORE Program Overview

RESTORE Residential Emergency Services to Offer (Home) Repairs to the Elderly State funded program that provides grants to municipalities and not-for-profits to make emergency repairs in homes owned by low-income elderly persons.

**Eligible Applicants**
Municipalities and community based not-for-profit corporations. All areas of New York State are Eligible

**General Eligible Activities**
Complete emergency repairs within 60 business days of start of construction

**Participants**
Homeowners 60 and older for primary residence at or below 100% AMI

**How to Apply**
Annual competitive round Community Development Online (CDOL)
RESTORE Program Summary

Roles and responsibilities

• Administrators of the funds are called Local Program Administrators, or LPAs. LPAs are responsible for finding and vetting participants, vetting for eligibility of both the unit and participant, providing technical assistance for inspections, building work scope, providing vetted contractors, inspecting work, and paying contractor, among other administrative tasks.

• Disbursement through reimbursement of incurred costs through payment request process.

• RESTORE grants provide for up to 10% of the total award in project soft costs (project delivery) and up to 10% of the total award for grant administration activities (marketing, outreach, reporting, disbursement preparation, ex)

• NYS HCR OCR provides grant administration oversight and technical assistance.
The New York State funded Mobile and Manufactured Home Replacement (MMHR) program designed to assist low- and moderate-income homeowners to replace dilapidated mobile or manufactured homes that are sited on land owned by the homeowner with a new manufactured, modular or site-built home.

**Eligible Applicants**
Municipalities and community based not-for-profit corporations. All areas of the State are Eligible

**General Eligible Activities**
Replace dilapidated manufactured housing

**Participants**
Homeowners of mobile or manufactured housing sited on owned land primary residence 80% AMI or below

**How to Apply**
Annual competitive round Community Development Online (CDOL)
Mobile & Manufactured Home Replacement

Eligible Activities

Costs related to the replacement of dilapidated mobile or manufactured homes sited on property owned by the homeowner will be eligible for grant reimbursement. These costs include, but are not limited to:

- Demolition, removal, disposal of the dilapidated units;
- Purchase and site prep for new unit;
- Construction of stick-built home;
- Temporary relocation assistance;
- Permitting, environmental review and testing.
Mobile & Manufactured Home Replacement

Roles and Responsibilities

- Administrators of the funds are called Local Program Administrators, or LPAs. LPAs are responsible for finding and vetting participants, vetting for eligibility of both the unit and participant, providing technical assistance for inspections, building work scope, providing vetted contractors, inspecting work, and paying contractor, among other administrative tasks.
- Disbursement is reimbursement only through payment request process. Applicants can describe down payment cost reimbursement within application.
- MMHR grants provide for up to 10% of the total award in project soft costs (project delivery) and up to 7.5% of the total award for grant administration activities (marketing, outreach, reporting, disbursement preparation, ex)
- NYS HCR OCR provides grant administration oversight and technical assistance.
Common Barriers to Application
We apply and never get funded!

- **COMPETITION** - Access to Home and RESTORE are always oversubscribed and therefore very competitive. Some RPCs successfully run this program consistently, but many haven’t applied in years.

- **RESOURCES** - Successful applicants take advantage of all the resources provided by OCR staff, particularly the application workshop webinar and the ability to ask staff questions throughout the application window.

- **NON-AWARD REVIEW** - Points are often lost for not answering a question completely or not answering a question at all. If the proposal is not selected for funding, take advantage of the opportunity to discuss the application deficiencies. Many applicants that participate with curiosity in a non-award application review submit successful applications in a subsequent round.
Not enough funds to make the program work

- 2023 funding RESTORE proposals could be submitted for the legislative limit of $500,000.

RESTORE Application $500,000
Construction Costs $400,000
Project Delivery (up to 10% of total award) $50,000
Administrative (up to 10% of total award) $50,000

Serving 20 households at $20,000
Project Delivery $2,500 per unit
Administrative Costs $2,500 per unit
Not enough funds to make the program work

Administrative Costs - Prepare a budget at the start of the grant period.
   1. Staff time for outreach
   2. Contractor advertisements
   3. Preparation of Contractor Bid List
   4. Outreach for participants
   5. Office supplies for project files
   6. Cost allocated portion of OTPS
   7. Indirect costs with a NICRA
   8. Actual or cost allocated for bookkeeper, payroll, and other financial transactions
   9. Mileage for staff travel to file PMD
   10. Notary fees
Difficult to document costs

1. Request project delivery and admin template from program manager
2. Determine if staff costs will be salary, separate salary and fringe, or salary cost including fringe
3. Determine increments of timekeeping for consistency throughout grant cycle - 15 minutes is a safe standard
4. Track staff time in spreadsheet or log documenting project activity for dual use
5. Create complete invoice with full cost and charge grant within PD limits to demonstrate actual cost of project delivery
6. Staff time spent on project is project delivery, but staff time spent tracking and compiling is administrative costs!
Other Barriers?

1. What are other reasons that organizations do not apply for funds?

2. Solutions?

3. Is there anything we can do to help?
Let’s Talk Blue Sky!

Blue Sky thinking refers to brainstorming with no limits. With this approach to idea generation, ideas don't need to be grounded in reality. Rather, blue sky thinking sessions are open to all creative ideas regardless of practical constraints. One person may come up with a Blue Sky idea that is completely impossible in your location or with your budget, but that idea may inspire another idea that may inspire another idea, and so on. Eventually, through this process, the goal is to stumble on some thoroughly feasible and innovative ideas.

- QuickBooks Blog - no author