

CITY OF HARTFORD HOUSING AUTHORITY, HARTFORD, CT

REQUEST FOR PROPOSALS (RFP)

NON-COMPETITIVE AWARD OF PROJECT-BASED VOUCHERS (PBV) FOR STATE MODERATE RENTAL HOUSING PROGRAM GOING THROUGH REDEVELOPEMENT

1. Request for Proposals

The City of Hartford Housing Authority (COHHA) invites property owners / developers to submit proposals demonstrating their project eligibility, qualifications, and interest in participating in the Housing Choice Voucher (HCV) Program. Proposals are being accepted for new construction projects that are redeveloping State of Connecticut Moderate Rental Housing Program Projects in Hartford only. The COHHA may award up to 50 PBV's under this Request for Proposal (RFP) for the purpose of supporting the redevelopment of permanent, affordable housing in Hartford. The COHHA will entertain requests to attached PBV assistance to units previously selected by a non-PBV competition, in accordance with the requirements of 24CFR 983.51(b)(2), as well as this notice. Owners /developers of rental housing must have been awarded funding for the property through a competitive process within the last three (3) years.

2. Program Design

The U.S. Department of Housing and Urban Development (HUD) regulations allow communities, such as Hartford, that are participating in the Housing Choice Voucher Program to allocate up to 20% of their authorized tenant-based vouchers for Project-Based Assistance. Subject to Federal requirements and in accordance with locally developed guidelines, rental subsidies are attached to specific rental units and, when the tenants of the units move, the rental subsidies remain with the units. Subsidies are used to pay the owner a portion of the monthly rent on behalf of the eligible households and participating tenants generally pay 30% of their income toward their housing costs.

The COHHA's Project Based Voucher program is designed to conform to the PBV program regulations found at 24 CFR Part 983. Owners must agree to comply with all federal Section 8 PBV voucher regulations and requirements.

The Project-Based Voucher program does not provide rehabilitation funds. Rather it provides the owner with contract rental assistance, which the owner is able to use to secure the necessary financing. All financing of project costs and operating expenses will be the responsibility of the owner.

3. Limitations

- a. Proposals that have units that are occupied by persons who are not eligible for participation, will not have project based awarded with respect to that unit.
- b. Fair Market Rent Limitation - Rent and utility costs for a PBV unit cannot exceed the published Fair Market Rent (FMR), subject to the rent reasonableness limitation.
- c. Tax Delinquent Requirements - Property owner(s) who are not current in all tax, contractual or other obligation(s) owed to the City of Hartford will not be considered.
- d. Housing types must not be manufactured homes, cooperative housing, transitional housing, owner-occupied units, shared housing, public housing, Section 202 and subsidized housing.

- e. Other issues for denying (i.e. fraud, bribery or a history of non-compliance in all federally assisted programs).

4. **Project Selection Policy**

Non-Competitive PBV proposals – the COHHA may non-competitively select properties if they meet all of the following three conditions and submit the necessary information outlined in this RFP.

- i. The property was already competitively selected through a federal, state or local housing assistance, community development, or supportive services program process (e.g. competitively awarded HOME and or low-income housing tax credits).
- ii. The selection was within three years of the COHHA PBV proposal selection date.
- iii. The earlier competitive selection proposal did not involve any consideration that the project would receive PBV assistance.

Non-Competitive Process for Selection of PBV Proposals Previously Selected Through a Non-PBV Competition:

The COHHA will attach PBV assistance to units previously selected by a non-PBV competition, in accordance with the requirement of 983.51(b)(2)), under the following circumstances:

- a. Adequate PBV voucher and budget authority is projected to be available when the units are ready for occupancy;
- b. The request meets a compelling need and is otherwise consistent with COHHA's long-term affordable housing goals;
- c. The project is otherwise in compliance with all HUD and COHHA PBV requirements.

Submission requirements of PBV proposals previously selected through a non-PBV competition:

The owner must initiate a written request for PBV assistance to COHHA accompanied by a letter from the "selection agency" that competitively selected the project for housing assistance under a federal, state or local government program. This letter, submitted on the "selection agency's" letterhead and signed by an authorized official, must include the following information:

- a. Date of the award of the competitive application;
- b. A certification that the proposal was competitively selected by the agency in full compliance with all publicly advertised selection requirements (a signed award letter from the agency overseeing the competitive process will also suffice);
- c. A written statement that proposal selection did not involve any consideration that the project would receive PBV assistance,
- d. A written statement indicating the number and the location for the units requested PBV and the bedroom size.
- e. A description of the housing program for which the applicant successfully competed, noting any special deed restrictions and/or special considerations such as tenant selection preferences.

5. **Proposal Selection – Threshold Requirements**

A. Available Units: Up to 50 PBV units are available. The COHHA reserves the right to adjust the number of awarded units per proposal.

B. Unit Size: Unit size is expected to be one (1), two (2), three (3) and four (4) bedroom units.

- C. **Maximum Units per Building:** The greater of 25 units or 25% of a building's unit can receive PBV. Exceptions to this limit are permitted for:
- Units exclusively for elderly families
 - Units for households eligible for supportive services available to all families receiving PBV assistance in the project
 - Units where the project is located in a census tract with a poverty rate of 20 percent or less
- D. **Building Type:** Building type is limited to existing buildings with a minimum of \$5,000 per assisted unit or new construction or rehabilitated buildings.
- E. **Lead Paint Requirement:** All units must be in full compliance with HUD and State of Connecticut regulations.
- F. **Subsidy Layering Review (SLR):** HUD requires a subsidy layering review for all PBV units that have other forms of publicly supported housing funds. The COHHA may only provide PBV assistance in accordance with HUD subsidy layering regulations (24 CFR 4.14) and other requirements. The subsidy layering review (SLR) is intended to prevent excessive public assistance for the housing by combining (layering) housing assistance payment subsidy under the PBV program with other governmental housing assistance from federal, state, or local agencies, including assistance such as tax concessions or tax credits.
- G. **Environmental Review:** HUD requires that all PBV units comply with HUD environmental regulations stated in 24 CFR parts 50 and 58. HUD or a unit of general local government, county or state (the "responsible entity [RE]") must ascertain that the building complies with the requirements of the National Environmental Policy Act (NEPA) or is categorically excluded from a federal environmental review.

The COHHA will not enter into an Agreement to Enter into a HAP (AHAP) contract nor enter into a HAP contract until it has complied with the environmental review requirements.

The COHHA will not enter into an AHAP or a HAP contract with an owner; and the COHHA, the owner, and its contractors may not acquire, rehabilitate, convert, lease, repair, dispose of, demolish, or construct real property or commit or expend program or local funds for PBV activities under this part, until the environmental review is completed. The COHHA must supply all available, relevant information necessary for the responsible entity to perform any required environmental review for any site. The COHHA will require the owner to carry out mitigating measures required by the responsible entity (or HUD, if applicable) as a result of the environmental review.

H. **Conduct of Development Work:**

Labor Standards:

If an Agreement covers the development of nine or more contract units (whether or not completed in stages), the owner and the owner's contractors and subcontractors must pay Davis-Bacon wages to laborers and mechanics employed in the development of housing. The HUD-prescribed form of the Agreement will include the labor standards clauses required by HUD, such as those involving Davis-Bacon wage rates. The owner, contractors, and subcontractors must also comply with the Contract Work Hours and Safety Standards Act, Department of Labor regulations in 29 CFR part 5, and other applicable federal labor relations laws and regulations. The PHA must monitor compliance with labor standards.

Equal Opportunity:

The owner must comply with Section 3 of the Housing and Urban Development Act of 1968 and the implementing regulations at 24 CFR part 135. The owner must also comply with federal equal employment opportunity requirements.

Owner Disclosure:

The Agreement and HAP contract must include a certification by the owner that the owner and other project principals are not on the U.S. General Services Administration list of parties excluded from federal procurement and non-procurement programs. The owner must also disclose any possible conflict of interest that would be a violation of the Agreement, the HAP contract, or HUD regulations.

I. Financial Feasibility:

Proposed project must be financially feasible.

J. Expanding Economic Opportunities:

Expanded economic opportunities includes: the availability of mortgage financing for low-income persons at reasonable rates using nondiscriminatory lending practices; the establishment, stabilization, and expansion of small businesses (including microbusinesses); the employment of low-income persons; the access to capital and credit for development activities that promote the long-term economic and social viability of the community; and empowerment and self-sufficiency opportunities for low-income persons to reduce generational poverty in federally assisted and public housing.

6. RFP Submission Instructions

Inquires - Applications must be submitted to the City of Hartford Housing Authority, c/o Imagineers, 635 Farmington Avenue, Hartford, CT 06105. Only those proposals submitted in response to this advertisement will be considered for selection. Awards will be contingent upon compliance with the threshold criteria noted above and in the application and rating and ranking. Questions regarding this RFP should be directed to Maria Stoute (phone: 860-768-3304 or by email: mstoute@imagineersllc.com).

Submission Date - This is a rolling solicitation. Proposals are due by Thursday, August 22, 2019 by 4:00 p.m. and thereafter every 3rd Thursday by 4:00 p.m. until all PBV units have been awarded or the COHHA discontinues its solicitation. Proposals should be submitted as follows: one (1) original and four (4) copies, as well as one (1) PDF version on flash drive prepared in the format as outlined below, to enable the COHHA to make a thorough evaluation. Proposal are submitted by either mail or delivery to the following location:

Attn: Maria Stoute
City of Hartford Housing Authority, c/o Imagineers,
635 Farmington Avenue,
Hartford, CT 06105.

7. Submittal Requirements

Proposals should be organized as follows:

Tab 1 – Cover Letter

The letter should identify the key players and highlight the respondents' qualifications. It should include a written request for PBV assistance and reference the competitively selected project for housing assistance under a federal, state or local government program. The cover letter should identify the date of the award of the competitive application and include a written statement that proposal selection did not involve any consideration that the project would receive PBV assistance. It should also include a written statement indicating the number and the location for the units requested PBV and the bedroom size. The cover letter should also confirm that the applicant will meet HUD's "broadband access requirement". The HUD broadband access rule requires that the broadband infrastructure be provided to residents to be able to receive high speed internet that is "accessible" in each unit. It does not require that the owner provide internet service to each resident just the ability to access such services. A description of the housing program for which the applicant successfully competed, noting any special deed restrictions and/or special considerations such as tenant selection preferences.

Tab 2 – Project Summary Form – Attachment A

Completely fill-out and include the "Project Summary Form" attached to this RFP.

Attachments

The attachments should include a letter on the "selection agency's" letterhead and signed by an authorized official, that the proposal was competitively selected by the agency in full compliance with all publicly advertised selection requirements. A signed "award" letter from the agency overseeing the competitive process will also suffice.

8. Evaluation Criteria

The City of Hartford Evaluation Panel will review and assess each proposal based on the below evaluation criteria. The proposal must pass all of the Threshold Factors below to be considered for a PBV award.

Threshold Factors	Pass/Fail
The project is a new construction project that is intended to redevelop a State of Connecticut Moderate Rental Housing Program Project in Hartford.	Pass/Fail
The property was already competitively selected through a federal, state or local housing assistance, community development, or supportive services program process (e.g. competitively awarded HOME and or low-income housing tax credits).	Pass/Fail
The selection was within three years of the COHHA's PBV proposal selection date.	Pass/Fail
The earlier competitive selection proposal did not involve any consideration that the project would receive PBV assistance.	Pass/Fail
<p>The applicant has satisfactorily completed Attachment B of the Certification of Compliance with Deconcentration of Poverty form. The applicant is able to demonstrate that the property site proposed for PBV assistance is consistent with the goal of deconcentrating poverty and expanding housing and economic opportunities through one of the following:</p> <ol style="list-style-type: none"> 1. The proposed applicant site is located in one of the following low poverty census tracts: 5006, 5007, 5011, 5020, 5022, 5023, 5024, 5025, 5026, 5036, 5037, 5038, 5039, 5040, 5041, 5042, 5044, 5045, 5047, or 5048. These will receive a higher ranking. 2. All remaining census tracts must demonstrate that Project-based assistance for housing at the site is consistent with the goal of deconcentrating poverty and 	Pass/Fail

<p>expanding housing and economic opportunities in accordance with the COHHA Annual Plan and the Administrative Plan. The applicant must demonstrate that it meets at least one of the following standards:</p> <ol style="list-style-type: none"> The census tract in which the proposed PBV development will be located is in a HUD-designated Enterprise Zone, Economic Community, or Renewal Community; The PBV development will be located in a census tract where the concentration of assisted units will be or has decreased as a result of public housing demolition; The census tract in which the proposed PBV development will be located is undergoing significant revitalization; State, local, or federal dollars have been invested in the area that has assisted in the achievement of the statutory requirement; New market rate units are being developed in the same census tract where the proposed PBV development will be located and the likelihood that such market rate units will positively impact the poverty rate in the area; If the poverty rate in the area where the proposed PBV development will be located is greater than 20 percent, provide information to support why the COHHA should consider whether in the past five years there has been an overall decline in the poverty rate; That there are meaningful opportunities for educational and economic advancement in the census tract where the proposed PBV development will be located. 	
<p>In the applicant's cover letter the applicant confirmed that they will meet HUD's "broadband access requirement". The HUD broadband access rule requires that the broadband infrastructure be provided to residents to be able to receive high speed internet that is "accessible" in each unit. It does not require that the owner provide internet service to each resident just the ability to access such services.</p>	Pass/Fail
<p>The project is financially feasible.</p>	Pass/Fail

9. Evaluation and Selection of Proposals

Eligible proposals will be reviewed by a committee composed of the City of Hartford's Department of Development Services Housing Division staff members against the selection criteria and program purpose. The review committee will make pre-selections subject to further verification of criteria. Once final selections are made, the review committee shall so advise the Director of Development Services of its evaluation and based on the evaluation, the Director of Housing and Property Management will select the projects to which Project-Based Voucher assistance shall be awarded.

When COHHA receives the "selection agency" submittal, it will determine if a reservation of PBV can and will be made.

Project Based Voucher Awards - The COHHA will determine which, if any, proposals meet the criteria outline in the RFP. Proposal must meet all eligibility and submission requirement stated in this RFP to be considered for award. COHHA will not compensate any proposer for any costs incurred in responding to this RFP.

10. Project Base Contract Information

The COHHA will enter into a Housing Assistance Payments (HAP) contract with an owner for units in existing housing or in newly constructed or rehabilitated housing. For new construction or rehabilitated housing, the housing will be developed under an Agreement to enter into a Housing Assistance Payments Contract (AHAP) between the owner and the COHHA. Contracts will be executed for all housing types when the units are ready for occupancy.

The HAP contract establishes the initial rents for the units and describes the responsibilities of the COHHA and the owner. New construction projects and projects proposing rehabilitation will first enter into an AHAP Contract. The AHAP is the HUD-approved legal instrument through which the Owner agrees to develop the contract units to comply with the COHHA's criteria for decent, safe, and sanitary units, and COHHA agrees that, upon timely completion of such development in accordance with the terms of the AHAP, the COHHA will enter into the HAP contract with the Owner for the contract units. Before the AHAP is signed, the COHHA will make a site inspection to verify conditions.

The COHHA will not enter into an AHAP if construction or rehabilitation has commenced after proposal submission but before execution of the AHAP. For the purpose of this determination, "construction" begins when excavation or site preparation (including clearing of the land) begins for the housing. "Rehabilitation" begins with the physical commencement of rehabilitation activity on the housing.

The COHHA will not enter into an AHAP until both the subsidy layering, and environmental reviews are completed, and the COHHA has received the environmental approval.

Housing Assistance Contract Term – The COHHA will execute the HAP contract term for a term of 20 years. For subsequent extensions beyond 20 years, the COHHA may further extend the HAP contract beyond its initial term as long as a determination is made no earlier than 24 months prior to the expiration on the HAP contract.

11. Tenant Selection for PBV Units

Returning families who were occupying units awarded Project-Based Vouchers before the redevelopment will be given preference to for initial PBV unit (if applicable). The COHHA will next provide preference for tenants who match the owner's set-aside state approved Tenant Selection Plan, if any. Otherwise when filling vacant units, the owner must notify the housing agency of the vacancies in the units to which assistance is attached and potential applicants will be forwarded by COHHA thru the existing waiting list of the HCV program.

In order to be eligible for admission to the Project-Based Voucher program all applicants must meet the following admission standards. This admission requirements will be conducted by the City's HCV contract administrator:

- a) An applicant's income cannot exceed the applicable Section 8 very-low income limits, or an applicant must be income eligible according to the HUD's program standards. For the purposes of determining whether a family is initially eligible according to the HUD published income limits, the size of the family may be determined by counting a family that consists of pregnant woman as a two-person household in addition to any other family members. The COHHA may elect to require that a physician's statement support pregnancy in matters that impact the family size for the purpose of determining income-limit eligibility (income limits apply only at admission and are not applicable for continued occupancy; however, as income increases the assistance will decrease).

- b) An applicant must meet the HUD citizenship/eligible immigrant status criteria. For each household member to be eligible for assistance they must be a citizen, national, or a non-citizen who has eligible immigration status under one of the categories set forth in Section 214 of the Housing and Community Development Act of 1980 (see 42 U. S. C. 1436a(a)).
- c) An applicant must provide social security number documentation for all family members with the exception of individuals who do not contend to have eligible immigration status.
- d) An applicant must have each member of the family who is 18 years of age or older and each family head of household and spouse regardless of age sign one or more of the following consent forms; HUD-9886 Authorization for the Release of Information/Privacy Act Notice, INS consent forms, Certification to HUD Admission and Continued Occupancy Standards, Consent to Obtain Criminal History Records and Contact Drug and Alcohol Treatment Facilities.
- e) An applicant head of household and spouse must sign the Applicant Certification form to certify that the information given to the COHHA on household composition, income, net family assets and allowances and deductions is accurate and complete.
- f) An applicant has not committed fraud or misrepresentation in connection with any federally assisted housing program.
- g) An applicant does not owe rent or other amounts to the COHHA or any public housing in connection with Section 8 or public housing assistance under the U.S. Housing Act of 1937.
- h) An applicant must not be evicted from public housing or any Section 8 program for drug-related criminal activity within the last three years.
- i) The head of household or oldest family member is at least 18 years old or have the demonstrated "legal capacity" to enter into a lease under State or local law.
- j) All applicants will be screened using criminal history background checks. Applicants will be denied admission for the following offenses:
- Persons currently engaged in drug related criminal activity or violent criminal activity.
 - Fugitives felons, parole violators and persons fleeing to avoid prosecution, or custody or confinement after convictions, for a crime, or attempt to commit a crime, that is a felony under the laws of the place from which the individuals flees.
 - Persons convicted for producing Methamphetamine on federal assisted housing property.
 - Sex offenders who are required by law to maintain permanent/lifetime registration with a State program. (The attempted background will be carried out with respect to the State of Connecticut and where members of the applicant household are known to have resided and/or information is obtainable.)
 - Persons whom a COHHA determines it has a reasonable cause to believe the household member's illegal drug or alcohol abuse threatens the health, safety, or interferes with the peaceful enjoyment of the premises by other residents.
 - Persons evicted from federally assisted housing for drug-related criminal activity less than 3 years ago, unless the tenant successfully completes a rehabilitation program approved by a COHHA or the circumstances for the eviction no longer exist.

Applicants can refuse an offer for a PBV unit and retain their position on the waiting list. All of the vacant units will be rented to eligible families referred by the housing agency from the City's Housing Choice Voucher waiting list. The housing agency will determine eligibility for participation in

accordance with HUD requirements. The owner is responsible for screening and selection of tenants. The owner may refuse any family, provided the owner does not unlawfully discriminate.

The COHHA is an Equal Opportunity Business Enterprise that promotes competitive solicitations and does not discriminate on the basis of race, color, religion, cred, national origin, sex, disability, age or sexual orientation. The COHHA encourages Small, Minority-owned, Women-owned, and Disabled-owned, business enterprises to respond to this RFP.

**CITY OF HARTFORD HOUSING AUTHORITY
PROJECT BASED VOUCHER PROGRAM (PBV)**

PROJECT SUMMARY FORM

**NON-COMPETITIVE AWARD OF
PROJECT-BASED VOUCHERS (PBV)
FOR STATE MODERATE RENTAL HOUSING PROGRAM
PROJECTS GOING THROUGH REDEVELOPEMENT**

Please fill-out each section of the PBV non-competitive Project Summary Form and include with your RFP Submittal. Call Maria Stoute at 860-768-3304 for assistance.

Date: _____
Owner Name: _____
Address: _____
City/State/Zip Code _____
Telephone Number: _____
I request Project Based Voucher assistance for a total of _____ units that will be rehabilitated with the following bedroom distribution:
0BR: _____ 1BR: _____ 2BR: _____ 3BR: _____ 4BR: _____ 5BR: _____ Other: _____
Building Address: _____
City/State/Zip Code: _____

General Project Information

A. Total number of units in building and percent of total requested to receive PBV assistance:

~~Note: The greater of 25 units or 25% of a building's units can receive PBV. Exceptions to this limit are permitted for units exclusively for elderly families, units for households eligible for supportive services available to all families receiving PBV assistance in the project or units where the project is located in a census tract with a poverty rate of 20 percent or less. No more than 25% of the units in a building can receive PBV assistance.~~

Please use this legend for the following chart

Utility Codes: GH = gas heat	OH = oil heat	EH = electric heat
GW = gas water heater	OW = oil water heater	EW = electric water heater
GC = gas cooking	EC = electric cooking	O = other Electric (lights, etc)

Bedroom Size	Floor Level	Unit Number	Total Number to Receive PBV	% of Total to Receive PBV	Current Rent	Requested Rent	Utility type (write codes for what tenant pays, see legend)
0 BR							
1 BR							
2 BR							
3 BR							
4 BR							

Please check who is responsible for providing the following appliances: **Stove:** Owner Tenant **Refrigerator:** Owner Tenant

B. Date of Proposed Housing Payments (HAP) Contract: _____
(When units are ready for occupancy)

C. Are there any other units in the building receiving Housing Choice Voucher (HCV) subsidy? Yes No If yes, how many? _____

D. Are the requested units currently vacant? Yes No

E. Is there no permanent displacement or temporary relocation required of current residents? Yes No

F. Are any of these units subsidized by any other form of housing assistance e.g. 236, 221d, 202, 811, HOME, HOPE VI, Community Development Block Grant Funds (CDBG), low income housing tax credits (LIHTC), HUD insured/co-insured mortgages, Affordable Housing Trust Funds (AHITF), tenant-based Section 8 Housing Choice Vouchers, tax exempt bonds issued by a state agency or its designee, or other public funds? Yes No

If yes, please describe the type(s) of assistance and number of units covered. Use additional pages if necessary

Type of Housing Assistance	Number of Units Covered	Building Address	Application Approved	Application Pending
1.				
2.				
3.				
4.				

~~Note: HUD requires that a subsidy layering review (SLR) be conducted for any PBV project that utilizes more than one source of publicly supported housing funds. If an SLR is required, until HUD completes the SLR review, a HAP cannot be executed.~~

G. Have you applied to the State's Low-Income Housing Tax Credit Program? Yes No

2. Units and Community Amenities

A. Identification of Handicapped Accessible Units

Are there any handicapped accessible units in building? No Yes How many? _____

B. Community Amenities

Distance To:	Less than .5 Mile	Approximately 1 Mile	More than 1 Mile
Pharmacy			
Grocery store, supermarket, shopping center or convenience store			
Public Transportation			
Medical Facilities			
Public Schools			
Park, civic facilities			
Senior center			
Public library			

C. Unit Amenities

Check off any amenities that are provided. Add others if not included on this list.

- Features adapted/adaptable for persons with disabilities
- Air conditioning
- Off street parking
- Laundry facilities
- Porches and/or decks
- Elevator
- Play area for children
- Recreational facilities
- Common area function rooms(s)
- School bus stops
- Other: _____

3. Requested Contract Term

Owner must request a minimum HAP contract term of 2 years up to a maximum term of 20 years that may be negotiated at the end of the initial term for an extended period.

▪ Length of HAP contract term requested: _____

Would you be willing to accept an extension of the contract if it were approved by the COHHA? Yes No

4. Owner Experience Managing and Maintaining Subsidized Rental Housing (24 CFR 983.207, 983.208)

A. Please indicate if you have participated in any of the following rental assistance programs:

Program	Housing Agency Providing Subsidy	No Units Assisted	Building Address (indicate name of owner's affiliate if different from applicant)
Section 8 Vouchers and/or Certificates			
Section 8 Moderate Rehab			
Section 8 Project-Based Assistance			
Shelter Plus Care, etc			
HOME Tenant-Based Rental Assistance			

B. Do you own other subsidized properties? Yes No

Please list address(es) and indicate funding source(s). Attach a separate page, if necessary.

Address(es)	Subsidized Funding Source(s)
1.	
2.	
3.	
4.	

C. Have you ever had a unit terminated from a subsidized program? Yes No

If yes, please identify the program (s) and state why. List Section 8 terminations first. Please attach narrative page(s) to the application.

Certifications

A. Please read and complete the attached "Certification Regarding Debarment and Suspension" form {Attachment C}. Please attach the completed and signed form to the application.

B. I certify that I or a principal of the property has not declared bankruptcy in the past seven years.

C. I, _____, attest and certify that all of the information herein contained is true and accurate to the best of my knowledge. I understand that by submitting this Project-Based Voucher application there is no promise or guarantee from the City of Hartford Housing Authority (COHHA) that my proposal will be accepted. I understand that any existing tenants must be certified as eligible to receive project-based assistance, and if they are not eligible, I may not displace them in order to qualify their unit for PBV. I understand and agree to abide by all federal Section 8 requirements found at 24 CFR Part 983 and the COHHA Administrative Plan.

Signature of Owner Phone Number Date

Name of Contact Person Phone Number

ATTACHMENT B

**OWNER'S CERTIFICATION
FOR DE-CONCENTRATION OF POVERTY AND EXPANDING HOUSING AND ECONOMIC
OPPORTUNITIES**

Every PBV owner applicant must demonstrate that their project is consistent with HUD's **statutory goal** of "deconcentrating poverty and expanding housing and economic opportunities." COHHA will assess each application in this regard based on the following seven HUD-mandated criteria:

Census tract information and poverty rates are located at: <http://factfinder.census.gov/servlet/BasicFactsServlet> by typing in the complete address and correct zip code.

A. LOW-POVERTY CENSUS TRACT

(5006, 5007, 5011, 5020, 5022, 5023, 5024, 5025, 5026, 5036, 5037, 5038, 5039, 5040, 5041, 5042, 5044, 5045, 5047, 5048)

If your proposed application is located in a low-poverty census tract, please check: _____.

Please indicate the following: Project's census tract: _____ Poverty Rate: _____

B. HIGH-POVERTY CENSUS TRACT

(5001, 5002, 5003, 5004, 5005, 5008, 5009, 5010, 5012, 5013, 5014, 5015, 5016, 5017, 5018, 5019, 5021, 5027, 5028, 5029, 5030, 5031, 5032, 5033, 5034, 5035, 5043, 5046, 5049)

In order to be eligible for the PBV program, all property located in a high-poverty census tract must be able to meet at least one of the below categories.

If your proposed application is located in a high poverty census tract, please check all that apply. For every checked item, please attach evidence documentation. In addition, please indicate the following:

Project's census tract: _____ Poverty Rate: _____

- 1) _____ Whether the census tract in which the proposal will be located is in a HUD-designated enterprise zone, economic community or renewal community.
- 2) _____ Whether a PBV development will be located in a census tract where the concentration of assisted units will be or has decreased as a result of public housing demolition.
- 3) _____ Whether the census tract in which the proposed PBV development will be located is undergoing significant revitalization.
- 4) _____ Whether state, local, or federal dollars have been invested in the area that has assisted in the achievement of the statutory requirement.
- 5) _____ Whether new market-rate units are being developed in the same census tract where the proposed PBV development will be located and the likelihood that such market-rate units will positively impact the poverty rate in the area.
- 6) _____ If the poverty rate in the area where the proposed PBV development will be located is greater than 20 percent, the PHA should consider whether in the past five years there has been an overall decline in the poverty rate.
- 7) _____ Whether there are meaningful opportunities for educational and economic advancements in the census tract where the proposed PBV development will be located.

Every PBV applicant must demonstrate to the COHHA that their project satisfies the twin goals of deconcentrating poverty and expanding housing and economic opportunity regardless of the project's poverty rate as defined by the most recent census data. The applicant must address each of the criteria noted above. COHHA will make its assessment of an applicant's project's compliance with achieving these goals based on the totality of the applicant's response, taking into consideration the target population to be served (i.e. family, elderly, disabled, populations needing supportive services).

Building: _____

Owner's Signature

Date

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

Certification A: Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions

1. The prospective primary participant certifies to the best of its knowledge and belief that its principles;
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency;
 - b. Have not within a three-year period preceding this transaction, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection this obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - d. Have not within a three-year period preceding this transaction, had one or more public transactions (Federal, State or local) terminated for cause or default.
 2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
- knowingly rendered an erroneous certification, in addition to other remedies available, the department may terminate this transaction for cause of default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
 5. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded**, as used in this clause have the meanings set out in the Definitions and Coverage section of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of these regulations.
 6. The prospective primary participant agrees that by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department entering into this transaction.
 7. The prospective primary participant further agrees that by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction", provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

INSTRUCTIONS FOR CERTIFICATION (A)

1. By signing and submitting this form, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such participant from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department determined to enter into this transaction. If it is later determined that the prospective primary participant
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines this eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph (6) of these instructions, if a participant in a covered transaction

knowingly enters into a lower tier covered transaction with a participant who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department may terminate this transaction for cause of default.

Certification B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal Department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

INSTRUCTIONS FOR CERTIFICATION (B)

1. By signing and submitting this form, the prospective primary participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded**, as used in this clause have the meanings set out in the Definitions and Coverage section of

the rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of these regulations.

5. The prospective lower tier participant agrees that by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees that it will include this clause title "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction", without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon the certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph (5) of these instructions, if a participant in a lower tier covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies including suspension and/or debarment.

Applicant

Date

Signature of Authorized Certifying Official

Title