



Buncombe County Community Development ARPA-FRF Home Repair Program

Accepting Proposals from January 13, 2023, to February 24, 2023

PROGRAM DESCRIPTION

Buncombe County will deliver housing assistance through its Home Repair program (“the program”). The program will be funded by ARPA Federal Relief Funds (ARPA-FRF) received by Buncombe County. The ARPA-FRF funds will expand home repair opportunities through a subaward to a partner (or partners) who will directly assist low- and moderate-income households (households with incomes less than 80% Area Median Incomes (AMI) per HUD or the 300% poverty rate, whichever is less, adjusted for household size). The program is intended to improve the lives of the County’s low- and moderate-income households with the health, safety, and energy efficiency of their homes, while increasing the quality of the overall housing stock in the community.

I. PRIORITY

The program’s priority is to mitigate the disproportionate impact COVID-19 pandemic had on low- and moderate-income households. The COVID-19 pandemic compromised the ability of many households to maintain affordable and stable housing when under the strain of the public health and economic crisis. The program will address the continued demand for home repairs and offers the ability to improve the lives of the County’s most vulnerable residents by increasing safety and reducing displacement. The program outreach should focus on households using an equity lens, seek to support older adults, be implemented in threatened neighborhoods, and employ a geographically equitable allocation.

II. PURPOSE

The program seeks to expand Buncombe County’s home repair work and allow partners to identify issues in homes that affect the health, safety, and well-being of residents where such repair costs would approach \$30,000 per residence. This increased allocation per residence will provide for more comprehensive repairs beyond immediate emergency repairs.

III. ADMINISTRATION

The Community Development (CD) Division is authorized to:

- Administer funds budgeted by the Board of Commissioners for the ARPA-FRF Home Repair Program;
- Contract with community partners on behalf of Buncombe County consistent with the spirit and intent of the guidelines contained herein; and
- Execute and amend agreements for the expenditure of ARPA-FRF funds:
 - o By the Planning Director or Designee for \$0 up to \$29,000;
 - o By the Assistant County Manager or Designee for \$30,000 up to \$400,000.

IV. APPLICATION PROCESS

CD Division staff will advertise a Request For Proposals (RFP) Application process to solicit project applications from entities and organizations qualified to administer and deliver ARPA-FRF supported home repairs to low- and moderate-income households. The application will be made available online at 8:00 a.m. on January 13, 2023, with a prescribed submittal deadline of February 24, 2023, at 5:00 p.m.

CD Division staff will review applications, assess proposals, and select the proposal(s) to be funded. If a proposal is selected, such will be reported to the Affordable Housing Committee at its first meeting after April 1, 2023, meeting.

V. PROJECT PRIORITIES & PREFERENCES

Strong preference will be given to proposers whose application indicates:

- Relevant experience of the organizational, project staff team, and with federal funding;
- Low levels program administrative support relative to the overall project budget;
- Intent to leverage other sources of funding prior to and beyond the ARPA-FRF request;
- The prioritization of home repairs using over \$15,000 per residence across the program;
- A waitlist plan and identifies units achieving the maximum investment per unit;
- A complete and realistic project schedule; and
- A complete and reasonable project budget sources and uses.

PROGRAM REQUIREMENTS AND GUIDELINES

I. APPLICANTS

Applicants may be:

- Private incorporated non-profit agencies with IRS 501(c)(3) or similar designation; or
- Public non-profit agencies and governmental agencies.

Applicants must:

- Have technical capacity to manage residential construction projects; and
- Not have financial interest in the homes to be repaired.
- Not have SAMS debarment, including any team member, executive director, or any board member with fiscal responsibility, otherwise the organization's application is disqualified.

II. PROJECT AND REIMBURSEMENT TIMEFRAME

- All project activities must be complete, and expenditures and reimbursement requests must occur within 24 months of award contract.

III. ELIGIBLE HOME REPAIRS

- Repairs for health and safety issues;
- Retrofitting units for needs of individuals with disabilities; and
- Weatherization and improving energy efficiency.

IV. HOME REPAIR COST LIMITS:

Maximum ARP-FRF funds per residence: \$30,000 per unit.

Minimum ARP-FRF Funds per residence: \$10,000 per unit.

A forgivable loan will be required to be established with the homeowner for investment of over \$15,000 and to be secured with a Note and Deed of Trust, which reduces \$15,000 in year one and by \$5,000 each successive year until such time as the loan is forgiven. The forgivable loan may be transferred to a new and verified income qualified household. If the eligible homeowner sells to a non-income qualified household or no longer occupies the unit during the repayment period, the balance of the note shall be due.

V. ELIGIBLE PROGRAM PARTICIPANTS

The program must benefit an eligible homeowner, with a household income less than 80% Area Median Income (AMI) per HUD, or the 300% poverty rate, whichever is less, adjusted for household size per the **Household Income Limits Table** below.

Household Income Limits*		
Household Size	80% AMI	300% Poverty
One-person		\$ 40,770
Two-person	\$ 51,400	
Three-person	\$ 57,800	
Four-person	\$ 64,200	
Five-person	\$ 69,350	
Six-person	\$ 74,500	
Seven-person	\$ 79,650	
Eight-person	\$ 84,750	

*Values as annually updated can be utilized to determine eligibility of each household through the program period.

APPLICATION SUBMISSION INSTRUCTIONS

Applicants may apply online at www.buncombecounty.org/apply. Applicants should be familiar with all program requirements and guidelines at the time of application. Accepting submissions from January 13, 2023, to February 24, 2023.

Additional information may be obtained by contacting the Community Development Division of the Buncombe County Planning and Development Department at (828) 250-4858 or by emailing AHSP@buncombecounty.org. Again, applications must be completed online at www.buncombecounty.org/apply.