

2022/2023 Call for Interest (CFI): Evaluation Criteria and Scoring

Project: _____

Developer: _____

Experience (260 points)

Developer Capacity	Points Possible	120
Tab F <i>Developer has prior experience with affordable housing development equal to or larger than proposed project</i>		60
7+ years		60
4-6 years		40
1-3 years		20
0 years		0
Tab F <i>Developer has successfully completed affordable housing development equal to or larger than the proposed project</i>		60
10+ projects		60
5-9 projects		40
1-4 projects		20
0 projects		0

Property Management Plan	Points Possible	100
Tab G <i>Experience managing projects with federal funding or Low Income Housing Tax Credits</i>		60
7+ years		60
4-6 years		40
1-3 years		20
0 years		0
Tab H <i>Quality of Property Management Plan</i>		40
Property Management Plan exceeds quality standards		40
Property Management Plan meets quality standards		20
Property Management Plan does not meet quality standards		10
Property Management Plan not submitted		0

Proposal Presentation	Points Possible	40
<i>Proposal is complete and well organized:</i>		40
a. Proposal includes a complete application and all required Appendices and organized to align with CFI		40
b. Proposal includes a complete application and all required Appendices but is not organized to align with CFI		10
c. Proposal submitted with incomplete application and/or proposal is not organized to align with CFI		0

Project Merits (430 points)

Project Need	Points Possible	120
Tab I <i>Project is located with 1 mile from the following services: (8 points per service, up to 80 Points)</i>		80
Major Employers/ Employment Centers		
Full Service Grocery Store		
Library		
Schools (with "C" or better rating)		
Hospital		
Bank		
Senior Center		
Recreational Facilities		
Community Center		
Light rail Stop		
Bus Stop		
City/ Public Park		

Tab J <i>Project need demonstrated by market study</i>	40
Market study submitted demonstrating need for affordable housing for this population	40
Market study does not demonstrate need or no market study submitted	0

Energy Efficiency	Points Possible	120
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Tab K <i>Obtaining LEED certification or other energy efficiency accreditation (i.e. City's Green Building Code, Enterprise Green Communities, etc.)</i>	40
Yes	40
No	0

Tab L <i>Energy efficiency components (4 points per component, up to 80 points)</i>	80
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- Dual Pane Low E Windows
- Geo Thermal Heating/Cooling
- Energy Star Thermostat
- Cellulose Insulation or Spray Insulation (with R-value of 32 or better)
- Low VOC paint
- Efficient Exterior Site Lighting
- Awnings/Overhangs
- Ceiling Fans
- Individual Electric Meter
- Construction Waste Management- to reduce landfill waste
- Blower Door Test
- Energy Star Lighting
- Shade Screens
- Solar Hot Water Heater
- Solar Photo Voltaic
- Xeriscape Landscaping
- Low VOC Cabinets
- Insulated Fiberglass Doors
- HVAC 15 Seer or Better
- Energy Star Appliances
- On-site recycling
- Water Efficiency Strategies
- Insulation in Party Walls
- Formaldehyde-free composite wood
- Insulated Hot Water Lines
- Low VOC Flooring
- Dual Flush Toilets
- Low Flow Faucets (1.6 Gallons or less Per Flush)
- Other Energy Efficient Component: _____

Construction and Design	Points Possible	100
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Tab M <i>Were site plans and elevations provided</i>	20
Yes	20
No	0

Tab N <i>On-site amenities included in the design (2 points per component, up to 20 points)</i>	20
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- Playground
- Picnic Area (table and BBQ)
- Clubhouse
- Exercise Room/ Outdoor Fitness Equipment
- Free Covered Parking
- Free Outdoor Storage (bike slip, storage included in parking space, etc.)
- Washer and Dryer (in apartment unit)
- 5% of property contains units at/or greater than 2 bedrooms
- Community Garden
- Pool/ Splash Pad
- Owner Paid Utilities
- Community Room/ Meeting Room
- Mixed Use (project includes commercial and residential)
- Other

Tab O <i>Accessibility</i>	20
100% of units are adaptable to meet 504 standards	20
90% of units are adaptable to meet 504 standards (does not include the units required by 504)	18
80% of units are adaptable to meet 504 standards (does not include the units required by 504)	16
70% of units are adaptable to meet 504 standards (does not include the units required by 504)	14
60% of units are adaptable to meet 504 standards (does not include the units required by 504)	12
50% of units are adaptable to meet 504 standards (does not include the units required by 504)	10
40% of units are adaptable to meet 504 standards (does not include the units required by 504)	8
30% of units are adaptable to meet 504 standards (does not include the units required by 504)	6
20% of units are adaptable to meet 504 standards (does not include the units required by 504)	4

Tab P <i>Does the general contractor have adequate experience and capacity to complete the project?</i>	40
7+ projects of similar size and scope	40
4-6 projects of similar size and scope	20
1-3 projects of similar size and scope	10

Project Readiness	Points Possible	90
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Tab Q <i>Is project timeline feasible?</i>	18
Realistic (provided, timeline generally meets the average time periods needed for development)	18
Unrealistic (provided, however some components are not realistic or components are missing)	6
Not Provided	0

Tab R <i>Is the site adequately zoned?</i>	20
Yes, project has adequate zoning approval	20
Project has met zoning threshold requirement	0

Tab S <i>Were community meetings held?</i>	40
Proof of two or more community meetings submitted with agenda, location, list of attendees, and meeting minutes	40
Community meeting meets threshold requirements	0

Tab T <i>Does the application include the following? (3 points per document submitted, up to 6 points)</i>	12
Phase I	6
Appraisal	6

Financial Feasibility (260 points)

Development Financing Plan	Points Possible	120
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Tab U <i>Letters or other financial commitments submitted?</i>	60
Documentation (i.e. letters of commitment or agreements) financial commitments cover the Total Development Cost	60
Documentation (i.e. letters of commitment or agreements) financial commitments DO NOT cover the Total Development Cost	20
Documentation not submitted	0

Tab V <i>Pro-forma demonstrates the ability to fund operations?</i>	60
Development has ability to fund operations for up to 20 years (or has significant operating reserves to cover operations)	60
Development has ability to fund operations for up to 15 years (or has significant operating reserves to cover operations)	20
Development does not have the ability to fund operations for up to 15 years	0

Mitigation of Identified Risks	Points Possible	40
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Tab W <i>Does the proposal identify all risks and provide mitigations for such risks?</i>	20
Yes, risks and associated mitigations are identified	20
No, risks and/or mitigations were not listed in the proposal	0

Tab X <i>Is a contingency included in the budget? (at least 5% for new construction and 10% for rehabilitation)</i>	20
Yes, the budget includes a contingency	20
No, the budget does not include a contingency	0

Leverage of City Funds	Points Possible	100
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Tab Y <i>Does applicant provide documentation of a 10% match from equity, grants, or loans?</i>	40
Yes, applicant will provide 10% or more "HOME eligible match" and included supporting documentation	40
Yes, applicant will provide more than 10% "non-HOME eligible match" and included supporting documentation	20
Yes, applicant will provide more than 10% "non-HOME eligible match" but did not include supporting documentation	0

HOME cost per HOME unit

60

HOME cost per HOME unit is less than or equal to \$95,000

60

HOME cost per HOME unit is between \$95,001 and \$105,000

40

HOME cost per HOME unit is between \$105,001 and \$150,000

20

Project Impact (50 points)

Project Impact

Points Possible

50

Considering all the above factors, on a scale of 0-50 how likely is the project to succeed?

50

How likely the project to succeed?

What is the likelihood the project will accomplish its goals?

Will the project successfully serve the identified population?

Is this project financially feasible?

Does the proposal demonstrate project readiness?
