

**AMENDMENT No. 1 to RFP for
Project Based Vouchers
Commission’s Responses to Clarifying Questions**

(January 24, 2022)

Question: Are projects within the City of Santa Rosa eligible for PBVs under this PBV NOFA?

Response: Projects within the incorporated City of Santa Rosa are not eligible for funding under the Sonoma County Housing Authority’s Project Based Voucher program.

Question: Is transitional housing eligible for funding under this PBV NOFA?

Response: Transitional housing is not an eligible housing type under the Project Based Housing program. Only permanent housing is eligible.

Question: We have units with kitchenettes, but they will not be leased to the individual residing in those units. Is master leasing acceptable?

Response: A master lease is allowable under the Project Based program provided that the lease is for the full length of the PBV contract term (typically 20-40 years). A lease is required for each PBV tenant. The lease can be between the Master Lease holder and the tenant.

Question: We have a scattered project owned by the same partnership. Since they have two separate addresses, do we apply for the 2 properties separately or jointly in 1 application?

Response: The HUD definition of project is “a single building, multiple contiguous buildings, or multiple buildings on contiguous parcels of land. Single family homes, duplexes, triplexes, and four-plexes may constitute a project.” If the scattered site project does not meet this definition, separate applications should be submitted.

Question: RFP Section C-3: How do we determine if a project is in an annexation study area?

Response: Respondents may check with the Sonoma Local Agency Formation Commission at <http://sonomalafco.org/Proposals-and-Projects/> or inquire with Permit Sonoma via their webpage at <https://sonomacounty.ca.gov/Permit-Sonoma/>

Question: RFP Section C-22: Can you clarify this requirement? Does “ineligible properties” mean other properties in our portfolio in Sonoma County that are not part of this application? Or is this a typo and should be “ineligible units” within the properties applying?

Response: Section C-22 should read “ineligible units” as shown here:

- The application must list ineligible units, properties which are occupied by ineligible families, and certify that properties awarded PBV meet the property requirements as indicated in HUD regulations and as pertaining to each type of housing (new construction, rehabilitation or existing), including the site and neighborhood standards, zoning requirements, per unit minimum cost factor (rehab only), and other Federal Requirements.

Question: Our project is currently under construction and has 8 PBV’s. We are exploring adding additional PBV’s, but per the RFP Section C. Item 5 it states no construction shall have commenced prior to execution of the AHAP. Would that deem our project currently under construction as in-eligible to apply? Or since we already have 8 PBV’s and would be adding additional is there some sort of exception to allow for this amendment to the existing AHAP/HAP?

Response: A project that has begun construction is not eligible for award of PBV under this RFP.

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24 CFR § 983.151(c)(1) states that the Housing Authority may not enter into an agreement if commencement of construction or rehabilitation has commenced after proposal submission. Construction begins when excavation or site preparation (including clearing of the land) begins for the housing.

The Sonoma County Housing Authority Administrative Plan allows PBV units to be added to an existing PBV HAP contract at any time during the term of the PBV HAP contract without engaging in a competitive process. Once a contract is under PBV HAP contract, the project manager should reach out to the Housing Authority Manager to express interest in adding PBVs to the existing HAP contract.