

Q & A Session for Application Instructions for Access to Home, RESTORE, MMHR

General Application Questions

Q: If we have received other HCR funding but have never used these programs, what do we need to do to apply?

A: Applicants with valid SHARS registration but without Community Development On Line credentials should submit a Security Manager Form, located at the link below, as soon as possible.

<https://hcr.ny.gov/system/files/documents/2018/11/cdol-securitymanager.pdf>

Q: How far will OCR look back for penalty points?

A: The OCR reviews past performance to assess penalty points for the program. Points may be deducted for applications from Applicants with substantially incomplete Office of Community Renewal contracts, significant uncommitted resources or documented grant administration issues including, but not limited to, multiple amendments to grant agreements, fiscal concerns, or participant complaints. The RFA lists specific SHARS identification numbers, related to the delays due to the Covid-19 pandemic, for which assessment will begin.

Q: What are the income limits?

A: Access to Home, Access to Home for Medicaid Recipients, and MMHR grants are limited to households of 80% of AMI or below. RESTORE is capped at 100% AMI or below. Access to Home for Heroes (and qualified Veterans under regular Access to Home) can be served up to 120% of AMI.

Q: We are a WAP agency and have other services available as well. Do we include a funding commitment letter of just describe in certification detail?

A: In order to get credit for WAP (weatherization) dollars brought to the application, the funding should be described in the budget section and an attachment should be uploaded showing the applicability of Weatherization funds to the proposed program. Additionally, services proposed in support of the grant function should be described in an attachment, on organization letterhead, under Supportive Service Agreements.

Q: Are there common errors made that are noted in the application review?

A: Common errors include not fully answering questions, identifying old or erroneous timelines, errors from cutting and pasting old applications without reviewing for current application questions, attaching incorrect documents, contradicting information presented in different parts of the application, not utilizing the budget narrative to fully explain the proposed activity funding.

Q: Can you talk about how income targets are scored for each program? Will we be more competitive if we target lower income categories (ex: 30% of AMI instead of 50% of AMI)?

A: Applicant income targets are not assessed in scoring applications in the manner suggested. However, if multiple income targets are presented, program design narrative should describe how these targets will be met. Income and AMI are important aspects of program design and documentation of efforts, but no longer assessed by formula for scoring.

Access to Home Questions

Q: Is Access to Home a program for individuals or can OPWDD registered group homes participate?

A: At this time, the Access to Home program is for not for profit or municipal applicants to serve individuals in their communities and not group homes.

Q: Can we apply for additional Access to Homes fund while we have a current open contract? If so, what percentage of current contract funds would you expect to be spent down in order to avoid the "substantially incomplete" penalty?

A: Applicants should consult the RFA for current program penalty guidance. Points may be deducted for applications from Applicants with substantially incomplete Office of Community Renewal contracts, significant uncommitted resources or documented grant administration issues including, but not limited to, multiple amendments to grant agreements, fiscal concerns, or participant complaints. Substantial and persistent noncompliance results in greater penalty.

Q: Can Access to Home be used on a manufactured home in a park?

A: Yes. The disabled participant must live in the home as a primary residence and park management must agree to the terms of the PMD.

RESTORE Questions

Q: My organization provides nutrition services to food insecure seniors. How do I document that in my application?

A: Applicants with other services relevant to the application should fully describe these services in the appropriate narrative question and document with a Supportive Service Agreement attachment.

Q: If we are going to serve more than one county with RESTORE, should we submit two applications or just include both counties in one application?

A: A competitive application process necessitates that individual applications from one agency will compete against themselves. It is encouraged that applicants apply for a combined service area in order to ensure all identified needs can be met if awarded.

Q: Can RESTORE be used on a manufactured home?

A: Yes, but an occupant 60 or older must own the home as a primary residence.

Q: Are reverse mortgages counted as income?

A: No, the LPA does not have to consider resources from a reverse mortgage as income when qualifying a senior for eligibility under the RESTORE Program. Reverse mortgages do not trigger repayment of the RESTORE PMD.

MMHR Questions

Q: Can we replace a vacant, dilapidated stick built home with a manufactured home?

A: No. The state funded MMHR program can only replace dilapidated mobile or manufactured homes with a mobile or manufactured home or stick built home, if feasible within the funding constraints. The unit must be on property owned by the homeowner and the unit must be the homeowner's primary residence. If the homeowner has been temporarily relocated from the manufactured unit due to condition, program manager guidance should be sought regarding eligibility before proceeding.

Q: Can the cost of a MMHR unit exceed \$100,000 with other funding sources?

A: Yes. The set-up documentation should include other sources of funding and a cost allocation for each source.