



**KATHY HOCHUL**  
Governor

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Commissioner/CEO

**OFFICE OF INTEGRATED HOUSING MANAGEMENT MEMORANDUM #2022 – C – 2**

**To:** All Housing Authority Chairpersons and Executive Directors  
All Rental Housing Company Owners, Managing Agent and Site Managers

**From:** Cathy Sparks, Director  
Office of Integrated Housing Management

**Date:** March 25, 2022

**Subject:** Notice of Funding Availability (NOFA) and Request for Proposals (RFP) for Section 8 Project Based Vouchers

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HTFC seeks qualified Applicants to apply for federal Section 8 Project Based Vouchers. Through the Winter 2022 RFP, Applicants may request Project Based Voucher (PBV) rental assistance for new projects also seeking HCR financing or for existing projects funded by HCR. All projects for which assistance is requested must meet minimum federal and state requirements.

An application workshop for this RFP will be offered on April 5, 2022, at 12 noon, and applications will be due on May 2, 2022. The link to the webinar is listed in the RFP. Questions can be submitted in advance to [RentalRFP@hcr.ny.gov](mailto:RentalRFP@hcr.ny.gov) or may be asked during the webinar.

The full application can be found here:

<https://hcr.ny.gov/winter-2022-project-based-section-8-request-proposals>

Complete applications will be scored by a review committee. PBV scoring provides for the following priorities, and that we encourage our projects to benefit from this federal subsidy.

To be considered for funding, the property must, at minimum, demonstrate that:

1. It is eligible under the terms of this RFP and currently in compliance with all applicable Federal and State requirements, as well as the terms of any current regulatory agreements.
2. There is a need for the assistance requested, based on current cash flow, debt-coverage ratio and tenant population served.
3. The property meets the applicable physical standard.

In addition, applications in Tracks 1 and 2 will receive points based on the following, among other factors:

1. Management experience and past performance – more points will be awarded for owners and managing agents with successful prior experience administering Section 8.
2. Locational advantages/need – More points will be awarded to projects that currently meet a defined local or regional housing need, deconcentrate poverty, or contribute to a revitalization effort; Applicants

who can demonstrate specifically how the assistance requested will allow the property to better serve a lower-income population that is currently unserved or underserved will receive the most points.

3. Market demand – more points will be awarded based on the extent to which there is a clearly demonstrated demand for the units.
4. Readiness – In existing properties: Units that are either vacant, or for which the owner has determined the current tenants are eligible for the assistance requested, will be scored higher. In properties needing construction: applications demonstrating readiness to begin construction will be scored higher.
5. Community involvement – More points will be awarded for the degree of community involvement in the project, including the extent to which a community-based not-for-profit organization is part of the sponsorship or management, or has a supportive services agreement with the property.
6. Affordability – Properties that currently have a long-term loan or regulatory agreement in place, or that have a plan to extend affordability will score higher.
7. PBV priorities – Projects that fall into one of the following categories will receive additional points:
  - The units will be targeted to house individuals or families that meet the definition of homeless under Section 103 of the McKinney-Vento Homeless Assistance Act (42 USC 11302).
  - The units will be targeted to house families that are comprised of or include a veteran.
  - The units are providing supportive housing to persons with disabilities or elderly persons as defined in 24 CFR 5.403.
  - State-aided public housing, defined as projects funded by New York's Public Housing Law of 1939 that are currently under regulation by DHCR, are not federalized or in the process of being federalized, and do not have another source of rental assistance for the units in which PBVs are requested.
  - Properties located in a low-poverty census tract.

Very truly yours,

*Cathy Sparks*

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Cathy Sparks

cc: D. Murphy, D. Buyer, M. Stratos, R. Landy, L. Courtenay, D. Diamond-Forgenie, M. Siddiqui