

NOTICE OF FUNDING AVAILABILITY  
STATE FUNDS  
HOUSING TRUST FUND CORPORATION  
OFFICE OF COMMUNITY RENEWAL  
38-40 STATE STREET, 4<sup>th</sup> FLOOR SOUTH  
ALBANY, NY 12207

**NEW YORK STATE HOMES AND COMMUNITY RENEWAL  
HOUSING TRUST FUND CORPORATION  
OFFICE OF COMMUNITY RENEWAL  
2022 NOTICE OF FUNDING AVAILABILITY (NOFA)**

The Housing Trust Fund Corporation (HTFC) announces funding availability and the opportunity for participation in the Neighborhood Preservation Program (NPP) and Rural Preservation Program (RPP). HTFC is soliciting applications from community based not-for-profit corporations to serve as either Neighborhood Preservation Companies (NPCs) or Rural Preservation Companies (RPCs). The following opportunities are available:

**Neighborhood Preservation Program (NPP)**

- Four (4) new organizations to participate as NPCs.
- Serves urban areas of the State with cities, towns, and villages having a population of 25,000 or more.
- Anticipated award of \$47,313.

**Rural Preservation Program (RPP)**

- One (1) new organization to participate as an RPC.
- Serves rural areas of the State with cities, towns and villages having a population of less than 25,000.
- Anticipated award of \$44,913.

**NEIGHBORHOOD AND RURAL PRESERVATION PROGRAMS**

***PROGRAM DESCRIPTION***

The Neighborhood Preservation Program and the Rural Preservation Program provide administrative funding to support community based not-for-profits known as “preservation companies.” Funding is restricted to the payment of salaries and wages to employees of such companies who are engaged in rendering housing and community renewal activities, fees to consultants and professionals retained by them for planning and performing such activities and other costs and expenses directly related to such employees, consultants, and professionals. Funding may not be used for capital costs, such as construction, repair, or rehabilitation activities.

***ELIGIBLE APPLICANTS***

Eligible applicants for the program are organizations incorporated under the New York State Not-For-Profit Corporation Law, that have been providing relevant service to and engaged in active preservation of the community for at least five years prior to application. Eligible applicants must describe experience with past and current housing or community renewal activities and must also have a physical office in the proposed service area.

## **WORKPLAN ACTIVITIES**

Applicants must propose a work plan with housing, client assistance and/or community renewal activities benefitting the proposed services area to be completed during the contract period. NPP/RPP funding supports the payment of salaries and wages to employees, or fees to consultants and professionals who are engaged in these activities but does not directly fund related capital activities.

Review the Neighborhood and Rural Preservation Programs Manual for more information related to work plan activities and eligible costs:

<https://hcr.ny.gov/system/files/documents/2022/06/2022-nrpp-manual-final-draft.pdf>

## **GENERAL REQUIREMENTS**

These amounts are provided as guidelines for expected awards and HTFC reserves the right to award additional funds, a portion of, or none of the funds based on funding availability.

The Office of Community Renewal (OCR) reserves the right to reject any and all proposals, to conduct site visits, interview the applicant, extend the submission deadline, and request additional information. OCR reserves the right to waive or modify any requirement contained in the Request for Application and applications received subject to the applicable statutes and the Program Regulations.

## **ELIGIBLE SERVICE AREAS**

HTFC is soliciting applications limited to new preservation companies that propose service area boundaries inclusive of one, or more identified targeted regions. An evaluation of the current program has identified regions where program attrition has resulted in an area being unserved or underserved. An underserved area may be served by one or more preservation companies, but demand/need for preservation activities remains unmet. Maps are available upon request.

Portions of the counties listed below are unserved or underserved. Applicants will be required to demonstrate that a proposed service area within the following targeted regions meets statutory N/RPP eligible area requirements.

- Albany County
- Broome County
- Bronx County
- Chenango County
- Dutchess County
- Erie County
- Hamilton County
- Kings County
- Monroe County
- Montgomery County
- Nassau County
- New York County
- Onondaga County
- Orange County
- Queens County
- Rockland County
- Schenectady County
- Suffolk County
- Washington County
- Warren County
- Westchester County

## **APPLICATION FOR FUNDING**

### **THRESHOLD ELIGIBILITY CRITERIA**

Applicants must meet the following threshold eligibility criteria and all program statutory and regulatory requirements to advance to a full application review. Failure to satisfy the threshold eligibility criteria will result in the disqualification of the application from further consideration or review.

- The organization is not currently a preservation company funded by HCR.
- The organization proposes a service area that meets the program statutory and regulatory definitions for eligible areas and the boundaries are within one or more identified targeted regions listed.
- The organization has been in existence and providing relevant service and engaged in active preservation of the community in the proposed service area for at least five (5) years.
- The organization is actively engaged in activities related to the preservation, stabilization, or improvement of neighborhoods/rural areas as described under “work plan activities.”
- The organization has an office in the proposed service area.
- A substantial portion of the residential population in the service area the applicant proposes to assist through its activities must be persons of low-income. This is defined as residents whose median household income (MHI) does not exceed 90 percent for all residents of the municipality (for NPCs) or region (for RPCs) within which they reside.
- The organization has funding available to meet NPP/RPP program matching requirements. This will be a minimum of at least one-third of the total grant award.
- The organization’s program budget clearly identifies how program funds will be utilized for the payment of salaries and wages to employees, or fees to consultants and professionals or other administrative expenses.
- The Board of Directors for the not-for-profit organization is representative of the community and meets the following requirements:
  - **NPP:** Board must have at least seven (7) members and 33% of the board must be residents (not work—reside) in the proposed service area
  - **RPP:** Board must have at least five (5) members and 51% of the board must be residents (not work—reside) in the proposed service area

Application materials for the sources identified above will be available on the NYS Homes and Community Renewal website, <https://hcr.ny.gov> on or before December 15, 2022. Applications will be due no later than 4:00 pm on Tuesday, January 31, 2023. Applications must be submitted via email to: [NRPP@hcr.ny.gov](mailto:NRPP@hcr.ny.gov)

Applicants are subject to an evaluation of prior performance with other OCR funded programs and organizational capacity. The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will not be considered for funding. Early submission of applications is recommended to avoid risks of ineligibility resulting from unanticipated delays.

### **FUNDING LIMITS for 2022-23**

The funding amounts for any new companies added through this process represent half of the regular award amount for the 2022-23 Program Year. Companies that are added through this process will be eligible to apply to renew the contract at the full funding amount made available in the next fiscal year (2023-24).

**Neighborhood Preservation Program (NPP)**

- Four (4) NPP vacancies with total funding of up to \$47,313.44 per award.

**Rural Preservation Program (RPP)**

- One (1) RPP vacancies with total funding of up to \$44,913.80 per award.

**CONTACT INFORMATION**

For inquiries or technical assistance regarding these programs please contact:

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Albany, NY 12207  
Telephone: (518) 474-2057  
NRPP@hcr.ny.gov  
[HTTPS://HCR.NY.GOV](https://hcr.ny.gov)*

THIS NOTICE WAS PREPARED AND SUBMITTED BY:  
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