



# Homes and Community Renewal

## New York State Homes and Community Renewal

### Housing Trust Fund Corporation (HTFC)

### All-electric Multifamily Program (AMP)

## All-electric Multifamily Program Requirements

Program Goal	Residential electrification retrofits to qualified multifamily properties that replace existing inefficient space heating and/or domestic hot water heating systems with all-electric high efficiency equipment aligned with New York State’s Climate Leadership and Community Protection Act of 2019, and as specified in the term sheet below. The program is designed to reduce carbon emissions in existing multifamily residential buildings throughout New York State.
Program Administration	The Program will be administered by the two to five (2-5) All-electric Multifamily Program Subrecipients (Subrecipients) awarded through a NOFA and with HTFC review and oversight.
Eligible Applicants	<p>Eligible Applicants must satisfy at least one of the two criteria below, as defined in this NOFA:</p> <ol style="list-style-type: none"> <li>1. Existing Weatherization Assistance Program (WAP) subgrantee in contract with DHCR or HTFC</li> <li>2. A Domestic not-for-profit organization in good standing and with a presence in the State of New York or Community Action Agency (as defined by the 1964 Economic Opportunity Act)</li> </ol>
Payment Structure	<p>Subrecipients will receive funds in the form of a grant with the maximum initial award not to exceed \$5,000,000 per eligible subrecipient per region. At HTFCs sole discretion, and with Subrecipient consent, each award may be subsequently amended to add funds where need is demonstrated.</p> <p>HTFC may make once monthly payments to Subrecipients based on the demonstrated milestones reached per project, inclusive of the program delivery costs*, and submitted to HTFC on a once monthly basis:</p> <ol style="list-style-type: none"> <li>1) Contractor’s Agreement executed approved by HCR (program eligible expenses incurred to date);</li> <li>2) One mid-progress payment (cost of materials and labor to date); and</li> <li>3) Construction completion and approval/sign off by HCR staff (remainder of project award).</li> </ol> <p><b>Eligible * Program Delivery Costs</b></p> <ol style="list-style-type: none"> <li>1. Delivery costs may include, but are not limited to, contractor fees, building permit filing fees, elevation certificates and other architecture and engineering services, home energy audits, loan closing fees, and reasonable legal fees. Eligibility to be determined by HTFC and submitted by Subrecipients in the budget template submission as part of the NOFA.</li> </ol>
Program Grant Amounts	<p><b>Electrification Funding:</b> Up to \$25,000 per unit for eligible electrification of systems and other baseline efficiency measures including, but not limited to, the eligible uses of grant proceeds as set forth in this term sheet, inclusive of administrative and soft costs.</p> <p><b>Solar Photovoltaic (PV) Adder:</b> Up to \$5,000 per unit for on-site solar photovoltaic (PV) system. The Solar PV Adder funding may only be claimed in tandem with the required Heating and Cooling electrification scope of work.</p> <p><b>Additional Electrification Enabling Upgrades:</b> Up to \$7,000 per unit for additional electrical service upgrades, electrical capacity upgrades, backup generation or other baseline efficiency measures including but not limited to the eligible uses of grant proceeds set forth in this term sheet, inclusive of administration and soft costs, or as</p>

	<p>otherwise approved by Housing Trust Fund Corporation (“HTFC”) staff. This can only be added when pursuing Electrification Funding.</p> <p><u>Eligible Soft Cost Program Delivery Expenses:</u> Delivery costs may include, but are not limited to, contractor fees, building permit filing fees, elevation certificates and other architectural and engineering services, home/building energy audits, loan closing fees, and legal fees. Eligibility to be determined by the Agency.</p> <p>The total program funding cannot exceed the cost of the eligible scope items defined above.</p>
<p>Subrecipients Eligible Fees</p>	<p>The Subrecipient may collect funds for the required benchmarking service fees, annual service contract for equipment installed as part of the eligible scope of work and servicing fee to be established and collected at the time of project owner’s contract with Subrecipient</p>
<p>Eligible Properties</p>	<ol style="list-style-type: none"> <li>1. Except as otherwise approved by the HTFC, Eligible Properties will be: <ul style="list-style-type: none"> <li>• Multifamily rental buildings with over 5 units but not to exceed 200 units which are either: <ul style="list-style-type: none"> <li>• currently subject to a regulatory agreement with, or under the supervision of, HTFC, DHCR or HFA, or other public agencies, or</li> <li>• the household income is in compliance with the WAP income eligibility under DOE and/or HEAP rules, having been Weatherized in the same calendar year;</li> </ul> </li> <li>• Properties where the existing fossil fuel systems are ineffective, or near failure and/or older than 10 years.</li> <li>• Properties that have previously been weatherized by NYS WAP or has received EmPower upgrades that include improved home/unit air sealing and insulation to improve the building envelope;</li> <li>• Properties whose space heating expenses will not increase for residents, directly or indirectly, due to the operational costs of installing heat pumps.</li> </ul> </li> <li>2. The AMP Subrecipient will further screen each property based on: <ul style="list-style-type: none"> <li>• The existing property conditions use either fuel oil, natural gas, propane, or electric resistance for the primary space heating, whereas electrification of space heating will not increase the cost of heating substantially.</li> <li>• Existing building envelope performance; either via an existing I/PNA, previous WAP audit, or a Property Condition Assessment completed by a consulting engineer engaged by Program Administrator to perform services in connection with Program and aligned with the States decarbonization goals.</li> <li>• Existing energy efficiency; based on average annual energy usage of most recent past 2 years</li> <li>• Existing owner and tenant meter structure</li> <li>• Date and scope of last major renovation and/or refinance</li> </ul> </li> <li>3. Ownership Requirement: Ownership is defined as holding a fee simple title as evidenced by a warranty deed, bargain for sale deed, a quit claim deed to the Property or having an approved leasehold interest and improvement to be assisted. The deed must be recorded with the county, city, or appropriate local</li> </ol>

	<p>municipality. Not-for-profit corporations or charitable organizations, or a wholly owned subsidiary of such corporations or organizations, or private for-profit developers.</p>
<p>Construction and Management</p>	<p>Subrecipients must contract with a qualified contractor to perform the electrification scope of work or be eligible on the list themselves to self-perform. A list of these contractors can be found at the following links:</p> <ul style="list-style-type: none"> <li>o <a href="https://www.nyserda.ny.gov/ny/pumped/NYS-Clean-Heat-Contractors">https://www.nyserda.ny.gov/ny/pumped/NYS-Clean-Heat-Contractors</a></li> <li>o <a href="https://www.nyserda.ny.gov/contractors/find-a-contractor/multifamily-building-solutions-network">https://www.nyserda.ny.gov/contractors/find-a-contractor/multifamily-building-solutions-network</a></li> <li>o <a href="https://www.nyserda.ny.gov/ny/ahp-empower/Contractors">https://www.nyserda.ny.gov/ny/ahp-empower/Contractors</a></li> <li>o <a href="https://www.nyserda.ny.gov/All-Programs/NY-Sun/On-site-Solar/Homes/Choosing-a-Contractor/Residential-Installers">https://www.nyserda.ny.gov/All-Programs/NY-Sun/On-site-Solar/Homes/Choosing-a-Contractor/Residential-Installers</a></li> </ul>
<p>Eligible Use of Grant Funds</p>	<p>Once an applicant’s property passes the screening criteria, the Subrecipient will submit a proposed electrification scope of work to HTFC for review and approval ahead of the first milestone payment. This electrification scope of work may include all or some of the measures below, but if a measure is selected, it must comply with New York State Homes and Community Renewal (HCR) Electrification Guidelines below:</p> <ol style="list-style-type: none"> <li>1. Conduct an energy audit, Property Condition Assessment, IPNA, or WAP audit (can use one that was completed within 3 years of funding request)       <ol style="list-style-type: none"> <li>a. Applicants/Properties will be responsible for 100% of the cost of any required energy audit, Property Condition Assessment, or IPNA. Applicants will be reimbursed for their portion of these costs at the time of construction completion</li> </ol> </li> <li>2. <u>Electrification Funding:</u> Eligible scope of work improvement areas for eligible projects include:       <ol style="list-style-type: none"> <li>a. <u>Heating Electrification</u> (Required, or approval to waive from HCR):           <ol style="list-style-type: none"> <li>i. Install high efficiency all electric cold climate heat pumps, central VRF systems, or geothermal heat pumps;</li> <li>ii. Any specified equipment shall have a NEEP cold-climate rating and have a COP of 3.5 or greater and carry an ENERGY STAR certification or, equipment shall provide the equivalent in energy savings, quality and operational costs;</li> <li>iii. No cost shifting of heating costs to tenants is allowed without written approval from HCR prior to Scope of Work approval and work commencement</li> </ol> </li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>iv. If the heat pump units are wired to be owner paid, the heat pumps can install a switch for summer months to switch over to tenant paid cooling;</li> <li>v. All associated electric service, repair/patching, and health and safety mitigation related to installation are eligible expenses.</li> </ul> <p>b. <u>Domestic Hot Water Electrification</u> (Required, if feasible based on Program thresholds. For the avoidance of doubt, domestic hot water heating system replacement is not feasible if the installation costs exceed 51% of total available project costs, if resulting installations increase operational utility costs by 10% or more, or if it is determined by the auditing engineer to be infeasible due to existing conditions at the building).</p> <ul style="list-style-type: none"> <li>i. Install all electric domestic hot water heat pumps. Acceptable technologies include: <ul style="list-style-type: none"> <li>• Central Air to Water Heat Pumps (AWHPs)</li> <li>• In-unit Heat Pump Water Heaters (HPWHs) if sufficient detail is provided to ensure proper airflow for heat extraction and to prevent cold drafts that impact tenant comfort. Projects must also provide details to mitigate noise concerns.</li> </ul> </li> <li>ii. All associated electric service upgrades are eligible expenses</li> </ul> <p>c. <u>Energy Efficiency Improvements</u> (Optional, and only eligible when done in conjunction with section (a) or (b) above):</p> <ul style="list-style-type: none"> <li>i. If the total project cost remains under the total \$25,000 per unit limit (including soft costs), and the property is not eligible to receive Weatherization funding, the projects may complete energy efficiency improvements including but not limited to:</li> <li>ii. Air sealing in apartment units, at penetrations, in ductwork, at exterior walls, around windows</li> <li>iii. Weather-stripping around windows and doors</li> <li>iv. Insulation in attics or roofs</li> <li>v. Duct sealing and ventilation system testing and balancing</li> </ul> <p>3. <u>Solar PV Adder</u> (Optional, and only eligible when done in conjunction with section 2(a) above):</p> <ul style="list-style-type: none"> <li>a. To access Solar PV Additional funding of up to \$5,000 per unit, Eligible Buildings must be deemed feasible using HCR’s Solar Evaluation Tool (SET). Use of program funds to cover solar PV remains at the discretion of the agency.</li> <li>b. The additional funding must be used for behind-the-meter “net metered” solar installations including residential rooftop solar, pole-mounted systems, and ground-mounted PV systems that deliver all the power generated from the facilities to existing multifamily buildings.</li> <li>c. Solar installations must comply with HCR’s Solar Technical Requirements. Funding will be sized using SET and will be used to fill funding gaps after accounting for all available incentives. <ul style="list-style-type: none"> <li>i. Properties must use SET to demonstrate intent to receive NY-Sun, the Investment Tax Credit (ITC) base incentive, and any applicable bonus incentives.</li> </ul> </li> </ul> <p>4. <u>Additional Electrification Enabling Upgrades</u> (Optional, and only eligible when done in conjunction with section 2(a) or (b) above):</p> <ul style="list-style-type: none"> <li>a. Ventilation <ul style="list-style-type: none"> <li>i. For natural ventilation (no existing mechanical system) install</li> </ul> </li> </ul>
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	<p>through wall exhaust fans when a project is improving the building envelope air tightness above NYS Energy Conservation Code requirements.</p> <ul style="list-style-type: none"> <li>ii. Install ERV and HRV systems when reaching Passive House building envelope design standards</li> </ul> <p>b. Envelope</p> <ul style="list-style-type: none"> <li>i. To access additional program funds to complete envelope efficiency scopes of work, Eligible Buildings must demonstrate the envelope scope of work will result in a building envelope that is at least 15% more energy efficient than 2020 Energy Conservation Construction Code of New York State (ECC), as applicable per project type.</li> <li>ii. Use of program funds to cover envelop work beyond the Required Scope remains up to the discretion of the Program administrator.</li> </ul> <p>c. All associated electric service, repair/patching, and health and safety mitigation related to installation are eligible expenses</p>
<p>Ineligible Hard Costs</p>	<ul style="list-style-type: none"> <li>1. Reimbursement of costs for construction work previously incurred are ineligible.</li> <li>2. Reimbursement or payment of costs or administrative costs not approved by HTFC as a part of the approved scope of work of this Program.</li> </ul>
<p>Program Requirements</p>	<ul style="list-style-type: none"> <li>1. System Start Up (Required, when paired with electrification) <ul style="list-style-type: none"> <li>a. Commissioning of mechanical systems;</li> <li>b. Provide an operational manual to all end users, including residents and operators for all installed equipment as applicable. This should include but not be limited to servicing requirements, control setpoint guidance, operational instructions, and guidance on repair requests and service requests.</li> </ul> </li> <li>2. System Maintenance and Monitoring (Required) <ul style="list-style-type: none"> <li>a. Applicants/owners will be responsible for all costs associated with maintaining a service contract with heat pump installer or manufacturer for the term of the Program agreement;</li> <li>b. Applicants/owners will be responsible for all costs associated with the account set up, historical benchmarking, and annual benchmarking, including solar production (if applicable) required by the Program for a total of 7 years. This includes 2 years of historical benchmarking to be collected at the time of Greenlight Approval and 5 years of benchmarking to be collected and monitored annually following construction completion.</li> </ul> </li> </ul>
<p>Environmental Review Requirements</p>	<ul style="list-style-type: none"> <li>1. Coordinate with HTFC’s Environmental Unit, for final sign off and approval before construction start (template to be provided by HTFC).</li> <li>2. Each home/unit renovation project must comply with the following laws and regulations: <ul style="list-style-type: none"> <li>a. The State Environmental Quality Review Act (SEQR) at 6 NYCRR 617;</li> <li>b. Section 14.09 of the Parks, Recreation, and Historic Preservation Law (Historic &amp; Cultural Resources);</li> <li>c. Floodplain Management Criteria for State Projects at 6 NYCRR 502;</li> <li>d. NYS Agricultural and Markets Law Section 305(4) (Agricultural Districts);</li> <li>e. Coastal Zones at 19 NYCRR Part 600;</li> <li>f. Local Zoning Code/Special Use Permits;</li> </ul> </li> </ul>

	<ul style="list-style-type: none"><li data-bbox="540 197 1398 296">g. Lead Based Paint – EPA Renovation, Repair and Paint Rule or HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing;</li><li data-bbox="540 302 1175 329">h. Asbestos Containing Materials at 12 NYCRR Part 56.</li></ul>
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# AMP Geographic Regions

