**California Department of
Housing and Community Development**

Homekey

Contact

Application, General Program, and
Standard Agreements Questions

Homekey@hcd.ca.gov

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Background Information

Building on the success of Project Roomkey ⤢, Homekey is the next phase in the state's response to
protecting Californians experiencing homelessness who are at high risk for serious illness and are impacted
by COVID-19.

Administered by the California Department of Housing and Community Development (HCD), $600 million in
grant funding will be made available to local public entities, including cities, counties, or other local public
entities, including housing authorities or federally recognized tribal governments within California to
purchase and rehabilitate housing, including hotels, motels, vacant apartment buildings, and other buildings
and convert them into interim or permanent, long-term housing.

Of the $600 million in Homekey grant funds, $550 million is derived from the State's direct allocation of the
federal Coronavirus Aid Relief Funds (CRF), and $50 million is derived from the State's General Fund.

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Each Homekey allocation has the following expenditure deadlines:

- The $550 million in CRF must be expended by **December 30, 2020**. The Department recognizes this expenditure deadline is challenging; however, the deadline is a requirement of federal CRF funding. The Department will provide ongoing support to assist Grantees in meeting the expenditure deadline, and has already developed an accelerated application and award process.

  NOTE: For Projects that involve an acquisition- and are receiving CRF awards, Grantees must expend the funds by the expenditure deadline and the Project escrow must be closed by **December 30, 2020.**

- The $50 million in State General Funds must be expended by **June 30, 2022.**

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Assistance Type

Under the Homekey program, local entities will partner with the state to acquire and rehabilitate a variety of housing types, including (but not limited to) hotels, motels, vacant apartment buildings, and residential c facilities in order to serve people experiencing homelessness or who are also at risk of serious illness from COVID-19.

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Eligible Applicants

Local entities including housing authorities and federally recognized tribal governments within California.

Cities, counties, or other local public entities, including housing authorities or federally recognized tribal governments within California, may apply independently as a Development Sponsor or jointly with a non-profit or a for-profit corporation.

Geographic Distribution: Because COVID-19 impacts people experiencing or at risk of homelessness throughout California, HCD is working to ensure jurisdictions throughout the state have an equitable opportunity to apply for Homekey funds. To this end, HCD has divided the state into eight regions, with each region having funding reserved on a time-limited basis during the "priority application" period.

- See details about "Geographic Distribution and Project Prioritization" in the Notice of Funding Availability

Note: Although Homekey builds off the success of Project Roomkey, applications are <u>not</u> limited to Project Roomkey sites.

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Eligible Uses / Projects

Awarded funds must be used to provide housing for individuals and families experiencing homelessness or at risk of experiencing homelessness and who are impacted by the COVID-19 pandemic. With respect to the list of eligible uses below, an Eligible Applicant may choose to target Project Roomkey properties, or other non-Project Roomkey properties.

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- See complete list of eligible uses/example eligible projects in the Notice of Funding Availability.

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Anticipated Program Timeline

For all applicants

- July 16, 2020 - Notice of Funding Availability (NOFA) releases
- July 16, 2020 - August 13, 2020 — Applicant pre-application consultations with HCD, *To request a pre-application consultation, email Homekey@hcd.ca.gov*
- July 22, 2020 - Online application available
- July 22, 2020 - August 13, 2020 — "Priority Application" period.
- July 24, 2020 - Webinar (2:00-4:00 p.m.): Register to attend 🗗
- August 13, 2020 - "Priority Applications" due
- August/September 2020 - Awards made on a rolling basis through fall 2020
- September 29, 2020 - All applications due
- Late November 2020 - HCD redeploys unawarded funds or funds from projects that did not meet milestones

For grantees

- December 30, 2020 - Expenditure deadline for projects that involve an acquisition and received a Homekey award from the $550 million in federal Coronavirus Relief Funds.
- January 31, 2021 - Deadline for first expenditure report for projects awarded funding from the $50 million in State General Fund dollars.
- February 1, 2021 - Deadline for "Grantee Expenditure and Program Report" for projects awarded funding from $550 million in federal Coronavirus Relief Funds.
- July 31, 2021 - Deadline for second expenditure report for projects awarded funding from the $50 million in State General Fund dollars.
- January 31, 2022 - Deadline for third expenditure report for projects awarded funding from the $50 million in State General Fund dollars.
- June 30, 2022 - Expenditure deadline for projects that received a Homekey award from the $50 million in State General Fund dollars.
- July 31, 2022 - Deadline for fourth expenditure report for projects awarded funding from the $50 million in State General Fund dollars.

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Funds Available

Homekey Grant funds: $600 million

- $550 million will be provided by California's direct allocation of the federal Coronavirus Aid Relief Funds.
  - **Funds must be expended AND** project escrow must close **by December 30, 2020**.
    HCD recognizes this expenditure deadline is challenging; however, the deadline is a requirement of federal CRF funding. HCD has already developed an accelerated application and award process and will provide ongoing support to assist grantees in meeting the expenditure deadline.   Back to Top

- $50 million will be provided by California's General Fund to supplement the acquisition and provide initial operating funds. **Funds must be expended by June 30, 2022**.

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Program Guidelines

For CEQA and other streamlining allowances, see Training and Technical Assistance.

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Get Funding - Current Notice of Funding Availability (NOFA)

Important! Before you apply:

Prior to submitting an application, all applicants are <u>required</u> to engage in a pre-application consultation with HCD and/or the California Department of General Services (DGS). The pre-application consultation will allow the applicant and the department to discuss the applicant's proposed project, along with other applicable programmatic considerations, including those related to property acquisition, the California Environmental Quality Act (CEQA), land use and land entitlements, and long-term financing approaches.

- **To request your pre-application consultation**, email Homekey@hcd.ca.gov.

Applications for this NOFA will be received and reviewed on a rolling, over-the-counter basis until the Coronavirus Relief Fund and the State General Fund moneys are committed.

- Notice of Funding Availability (PDF)
- Apply online - Homekey Application

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Program Forms

Resolution Templates

- Local Public Entity as Applicant (DOC)
- Local Public Entity as Co-Applicant (DOC)
- Corporation as Co-Applicant (DOC)

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Awards

Awards will be announced as soon as possible (August or September 2020) and continue on a rolling basis through fall 2020.

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Training and Technical Assistance

Please note: Additional training and technical assistance resources will be posted soon.

The Coronavirus Relief Funds released through Homekey include a rapid expenditure deadline of December 30, 2020. As a result, the State commits to providing Technical Assistance to eligible applicants pursuing these investments. Homekey's Technical Assistance includes a range of services from HCD, DGS and other state Departments:

- Webinar (YouTube) – Held July 24, 2020 / Slide deck (PDF)
- Pre-application consultation – **Required *before* application can be submitted to HCD** (see below)
  - Contact Homekey@hcd.ca.gov to request a pre-application consultation.
  - Homekey Complementary Funding Matrix (XLS) – details on federal, state, local and philanthropic sources
  - CEQA Streamlining Question and Answer (PDF)
  - Frequently Asked Questions - **Coming soon**

If eligible applicants have other requests for Technical Assistance, please contact Homekey@hcd.ca.gov

Pre-Application Consultation

Section 201 of the NOFA describes <u>the requirement for a pre-application consultation</u> between eligible applicants and the state. The pre-application consultation will assist the Department in understanding more about the applicant's proposed project (to assist in an expedited review of the application once submitted) and is intended to provide the applicant with Technical Assistance and support from the state. The pre-application consultation will include discussion of the eligible applicant's:

- Status and consideration of activities and opportunities for Homekey
- Need, if any, for guidance or advising from the state to support proposed activities

To schedule a pre-application consultation, email Homekey@hcd.ca.gov.

After the pre-application consultation, the state team remains available to support eligible applicants as they work towards grant milestones and completion of their project. To the extent practical and feasible, Technical Assistance will be tailored to meet the needs of the applicants and could include the following topics and activities:

NOFA or Application Requirements (Services provided include)

- General requirements, documentation (General NOFA and application overview)
- Funding Considerations (Strategic advising and braiding funds)
- Data, research and analysis (Site, neighborhood and risk data, or related maps)
- Land Use Conformity / Entitlements / Planning connections (Housing Elements or APR) / CEQA (Strategic advising)
- Fair Housing and Equity (Data, analysis and integration of equity strategies)
- Real property services (The Department of General Services' Real Estate Services Division (RESD) provides centralized services to state departments including real estate due diligence, property acquisitions and sales, environmental reviews, hazardous materials surveys and remediation, design, construction project management, and inspections. RESD can provide counsel, advice, or similar services for local governments in support of their own acquisitions, upon request.)
- Wage and Labor Requirements (Skilled and Trained Workforce Requirements, Apprenticeship Programs, Local Prevailing Wage Requirements)

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- Continuum of Care (COC) Support (Coordinated entry and other Technical Assistance to COC)

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