



# Housing-Related Parks Program

## FAQs



***Q: What constitutes “committed assistance” as required by Section 103(A)(1) of the Program Guidelines for units substantially rehabilitated, preserved and/or converted from non-affordable to affordable?***

For the purposes of the Housing-Related Parks (HRP) Program only, an applicant may document committed assistance by describing any local committed support impacting the financial feasibility of the project. For example, committed assistance could include any of the following: 1) locally committed funding, 2) application for state or federal funding by the local government or 3) actions taken by the local government which contribute to the financial feasibility of the project such as waived fees, local government staff time provided pro bono, reductions in development standards (i.e. parking requirements).

The application should include documentation of assistance provided, and where non-monetary actions are taken to contribute to the feasibility of the project, the application should include a description of the action(s) and an estimated monetary value.

***Q: What is the definition of “substantial rehabilitation”?***

A unit or project in need of substantial rehabilitation deemed “uninhabitable” and/or “at imminent risk of loss” to the housing stock, based upon documentation of any of the following criteria:

- Documentation from the jurisdiction’s building and/or code enforcement department indicating the building was tagged for demolition or health and safety violations.
- A copy of staff report(s) documenting the unit was in need of rehabilitation to bring up to standards or address specific major health and safety concerns.
- A per unit cost-benefit analysis from an approved funding application documenting rehabilitation costs exceeded the per unit ceiling used to secure state or federal funding under that program’s substantial rehabilitation guidelines (i.e. CDBG, HOME) or documentation of total unit rehab costs meet criteria of a state or federal funding source.
- The TCAC Reservation Letter and Appendix documenting award of project tax credit funds specifically for substantial rehabilitation.

***Q: What type of single family units would be eligible under the conversion from market-rate to affordable?***

Only foreclosed single family ownership units are eligible. Application must document the unit was made ready for occupancy within the Designated Program Year (January 1, 2010 - December 31, 2016) based upon the original date of purchase.

Short sales are not eligible under the program since that is an action taken to prevent foreclosure.

***Q: Can an applicant submit a draft version of the required resolution with the application?***

Yes, a draft resolution is acceptable. The applicant must, however, submit a final approved resolution within 30 days of the application due date. Please refer to Attachment A of the [application instructions](#) for a copy of an approved resolution template.

***Q: In order to demonstrate that any portion of the Qualifying Park Project is located within or bordered by at least one qualified census tract (QCT) as determined the by U.S. Department of Housing and Urban Development do you use the 2014, 2015 or the combined 2014 & 2015 qualified census tracts?***

If the park project is located within or bordered by any of the qualified census tracts maps within the 2014, 2015 or the combined 2014 & 2015 qualified census tracts map, the park project will qualify for the Disadvantaged Community Park-Based Bonus award. Below is a sample of the documentation to support this identification and may be obtained by all applicants through the [HUD-User GIS Service QCT Locater](#).

If you have any questions, please contact your HRP Program Representative (see below).

Region	Representative	Contact Information
Northern California/Bay Area	Fidel Herrera	916.263.7441 <a href="mailto:fidel.herrera@hcd.ca.gov">fidel.herrera@hcd.ca.gov</a>
Sacramento/Central Valley/ Central Coast/Eastern Sierra	Tom Brinkhuis	916.263.6651 <a href="mailto:tom.brinkhuis@hcd.ca.gov">tom.brinkhuis@hcd.ca.gov</a>
Southern California	Greg Nickless	916.274.6244 <a href="mailto:greg.nickless@hcd.ca.gov">greg.nickless@hcd.ca.gov</a>
<b>Program Manager</b>		
Jennifer Seeger 916.263.7421 / <a href="mailto:Jennifer.seeger@hcd.ca.gov">Jennifer.seeger@hcd.ca.gov</a>		