

HOME Program FAQ's for Grant Administrators

Becoming an Administrator FAQ

1. How can I become a grant administrator under the HOME program?
 - a. THDA provides grants under a competitive process to local governments and non-profit organizations some of which hire third party grant administrators to oversee the grants for them. Generally grantees are required to publicly solicit applications under a competitive procurement for third party grant administrators unless contracting with another governmental or quasi-governmental body such as a Development District or Public Housing Authority.
2. Is there a specific degree or special certifications needed to administer HOME grants?
 - a. No, though there are various educational disciplines that might lend themselves well to grant administration there is no specific requirement. Generally experience managing similar grants is preferable when a grantee is choosing an administrator.
3. Will I be paid for my Administrative Services directly by THDA?
 - a. The administrative portion of the grant is paid directly to the Grantee. If the grantee has procured a 3rd party administrator it will be their responsibility to pay the agreed upon fees.

Program Specific FAQ

4. What is the period of Affordability (compliance) that is required?
 - a. The compliance period will be between 5 and 15 years depending on the amount of HOME funds that are expended on the project. All reconstruction projects will have a compliance period of 15 years.
5. How much money can be spent on a HOME rehabilitation project?
 - a. All home projects are limited to HUD's subsidy limit. The current limit can be found at www.THDA.org/business-partners/home
6. When a grantee submits a project or administrative draw request how long should be expected before receiving payment?
 - a. Generally the grantee should receive payment from a complete and approved draw request within 15 days of the date that it is submitted and determined valid and complete.
7. In an owner-occupied rehabilitation program, is it permissible for a grantee to provide HOME assistance to a homeowner who has a "living trust" or a life estate on the property?
 - a. Yes. In addition to traditional forms of ownership interest (defined under "homeownership" at §92.2), the 2013 Rule identifies four additional forms of ownership interest under which an owner can qualify for assistance for homeowner rehabilitation programs only, effective August 23, 2013. These include:
 - i. Life estates • Inherited property

- ii. Inter vivos trust (i.e., a “living trust”)
- iii. Beneficiary deeds.
 - 1. For each of these new forms of ownership interest, the beneficiary must (1) be low-income and (2) use the property as his/her principal residence at the time of receiving HOME assistance. Homeowner rehabilitation activities are generally subject to long-term affordability requirements under HOME of 5 to 15 years; For more information on these types of legal mechanisms and the requirements for each, refer to §92.254(c) of the 2013 Rule.

8. What federal regulations apply to HOME dollars?

- a. HOME funds are federal and all cross cutting regulations that apply to all federal funds also apply to HOME: some of these are NEPA Environmental regulations, Lead Based Paint Hazard Regulations, Federal Administrative and Procurement regulations found in CFR 200.318, MBE/WBE and section 3 regulations, ADA, Fair Housing and when applicable David Bacon. This is not a complete list but does encompass many of the federal cross cutting regulations.