

CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

NOTICE OF MEETING

Central Iowa Housing Trust Fund
Policy Board

-

2:00 P. M., Tuesday, January 23, 2023

Hybrid Meeting

420 Watson Powell Jr Way

Des Moines, Iowa 50309

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TENTATIVE AGENDA

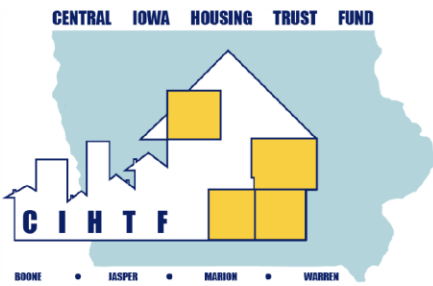
1. Call to Order
2. VOTE: Approval of Agenda
3. REPORT and VOTE: September 26 Meeting Minutes..... Page 2
 - Report on the September 26 meeting minutes; consider approval
4. REPORT: MVAH Partners Funding Status Page 3
 - Report on the on the status of the MVAH Partners funding
5. REPORT and VOTE: State FY 2023 IFA Grant Award Contract Page 4
 - Report on the State FY 2023 IFA grant award contract; consider approval
6. REPORT and VOTE: State FY 2023 Funding Applications Page 5
 - Report on the State FY 2023 funding applications; consider approval
7. REPORT and VOTE: City of Melcher-Dallas Funding Change Request Page 6
 - Report on the request from the City of Melcher-Dallas to change FY 2022 funding; consider approval
8. REPORT and VOTE: FY 2022 Grantee Extension Requests Page 7
 - Report on the requests to ; consider approval
9. Other Non-Action Items of Interest to the Committee
10. Next Meeting Date – TBD
11. Adjournment

Virtual Login Option:

<https://global.gotomeeting.com/join/503736957>

United States (Toll Free): 1 866 899 4679

Access Code: 503-736-957



CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

January 2023

Item No. 3

ISSUE: Approval of Meeting Minutes

VOTE: Approve the minutes of the September 26, 2022 CIHTF Board Meeting.

BACKGROUND:

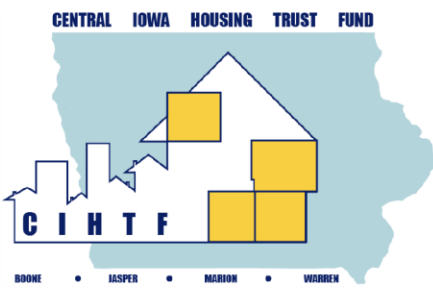
[Click here for a copy of the September 26, 2022 meeting minutes.](#)

RECOMMENDATION:

Approve the minutes of the September 26, 2022, CIHTF Board Meeting.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.

**CENTRAL IOWA HOUSING TRUST FUND**

Boone, Jasper, Marion, and Warren Counties

January 2023

Item No. 4

ISSUE: MVAH Partners Funding Status

REPORT: Report on the status of MVAH Partners Funding.

BACKGROUND:

MVAH Partners applied for and received a low interest loan from the CIHTF for \$125,000. MVAH Partners receives additional scoring points in their application for low income tax credits to the state if they have the support of the local housing trust fund. The 2022 funding round saw MVAH Partners being the first application out by one point. Because the project will not begin without tax credit funding, MVAH Partners has rescinded their request for FY 2023 funding.

MVAH Partners will apply for F2024 funding again later this year for their updated application to IFA.

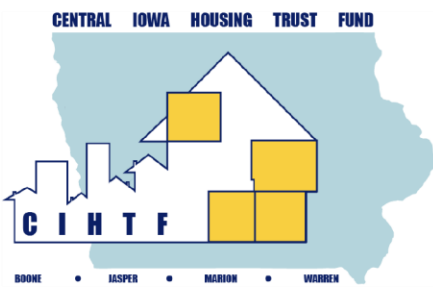
[Click here for a copy of communications with MVAH Partners.](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

January 2023
Item No. 5

ISSUE: State FY 2023 IFA Grant Award Contract

REPORT: Report on the proposed State FY 2023 IFA Grant Award to the CIHTF.

BACKGROUND:

The IFA Board approved the CIHTF's application for funding in December. Staff was recently sent the grant agreement. The agreement includes the following:

- Total grant award - \$513,597
 - Administration - \$51,359
 - Project Funding - \$462,238
- Local match requirement - \$107,856
- Minimum LHTF funding that must serve 30% AMI - \$154,080

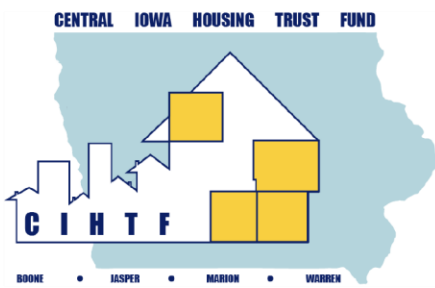
[Click here for a copy of the FY 2023 IFA Grant Contract.](#)

RECOMMENDATION:

Approve the State FY 2023 IFA Grant Contract.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



February 2022
Item No. 6

ISSUE: State FY 2023 Funding Applications

REPORT: Report on the applications received for State FY 2023 Funding.

BACKGROUND:

Applications for funding were due on January 16. Staff received 10 applications totaling more than \$571,329 in requests. The CIHTF has \$462,238 in available funding. A link to a spreadsheet that summarizes funding requests can be found below. Links to the applications can also be found in the spreadsheet.

[Click here for a copy of the FY 2023 Funding Applications Spreadsheet.](#)

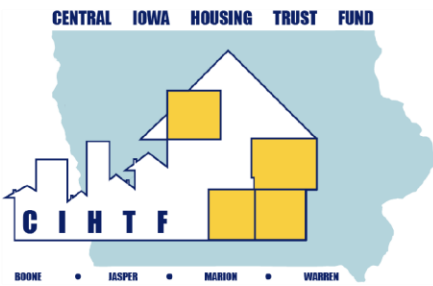
Many of the applications are standard requests for funding. There are also some new applicants this year that have not previously applied for funding. This includes the City of Boone, City of Norwalk, and the Lynnville Senior Housing Board.

RECOMMENDATION:

Approve staff's funding recommendation.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.

**CENTRAL IOWA HOUSING TRUST FUND**

Boone, Jasper, Marion, and Warren Counties

January 2023

Item No. 7

ISSUE: City of Melcher-Dallas Funding Change Request

REPORT: Report on the City of Melcher-Dallas' request to change funding types.

BACKGROUND:

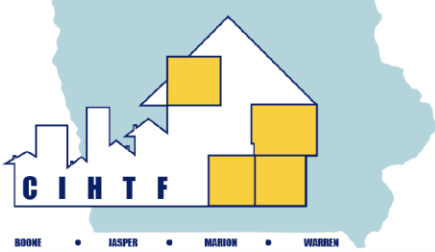
The City of Melcher-Dalla has \$28,739.07 left on their original \$70,002.00 award. The staff person who was implementing the program has left the City, as well as the City Clerk. In conjunction with the City's new partnership with the Habitat for Humanity of Marion County the City is requesting the funding be moved to grant funds so that Habitat can administer the leftover funding for the city.

RECOMMENDATION:

Approve the change in funding type for the City's remaining FY 2022 funding.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



CENTRAL IOWA HOUSING TRUST FUND

Boone, Jasper, Marion, and Warren Counties

January 2023

Item No. 8

ISSUE: FY 2022 Grantee Extension Requests

REPORT: Report on the grantee requests to extend FY 2022 funding.

BACKGROUND:

In February nine contracts were awarded for housing projects.

Grantee	Contract Date	Amount Awarded	Amount Drawn	Percent Drawn
ACCESS	2/22/22	\$23,334.00	\$872.50	3.7%
HEAL House	2/22/22	\$69,470.00	\$62,993.00	90.7%
Jasper County	2/22/22	\$11,667.00	\$11,667.00	100%
Jasper County Habitat	2/22/22	\$46,668.00	\$25,258.00	54.1%
Marion County Habitat	2/22/22	\$46,668.00	\$46,668.00	0%
Melcher-Dallas	2/22/22	\$70,002.00	\$41,262.93	58.9%
Ogden Legacy	2/22/22	\$35,001.00	\$22,600.00	64.6%
Shelter House	2/22/22	\$56,675.00	\$0	0%
YSS	2/22/22	\$70,002.00	\$0	0%

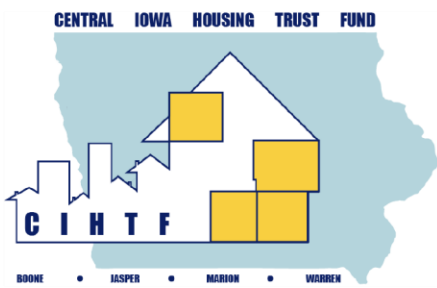
ACCESS – Is requesting an extension through the end of March. The organization had a large staff turnover in July, which caused a pause in the program. Operations resumed in the fall and the finance director came back full time. Funding has been spent and additional draws have been submitted that are not included in the above table.

HEAL House – Is requesting an extension through the end of March. Funding has almost all been drawn down. Outstanding funding is related to some ADA accessibility improvements.

Jasper County – Funding has been drawn down.

Jasper County Habitat – Is requesting an extension through the end of June. The organization has made tremendous improvement in collected needed information from grantees but this has taken time to complete. Staff is confident that everything will get caught up.

Marion County Habitat – Is requesting an extension through the end of March. Nearly all of the funding has been spent but has not been drawn down yet. The director left her position last month and the Board has been conducting interviews for a new one. Remaining funding should be spent here shortly.



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Melcher-Dallas – Is requesting an extension through the end of June. Over half of the funding has been drawn and the rest is proposed to be transferred to the HFH of Marion Count for administration.

Ogden Legacy – Is requesting an extension through the end of June. More than half of the funds have been drawn. There were some setbacks such as one of the households passing away before work could begin.

Shelter House – Is requesting an extension through the end of March. Much of the funding has been spent but has not been drawn. A key staff member had left last year so the billing is getting caught up.

YSS – Is requesting an extension through the end of June. Major renovation items have been completed. Finding qualified contractors for more specialized items has been difficult and more time is needed to do so.

RECOMMENDATION:

Approve the requested extension of funding.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.