



Anticipated Requirements Homekey Round 3 Grant Submission

Although not required for this LOI, all Responders must commit to complying with the following anticipated requirements by the time of submission of the Homekey Application, estimated to be due no earlier than March of 2023:

1. Resolutions: all Responders must submit authorizing resolutions that, in the State HCD's reasonable determination, materially comports with Homekey program requirements and is legally sufficient. For the City, this will be the City Council resolution; for developer/owner organizations, this will be a resolution of their governing boards. In addition, each Responder shall submit a complete set of its organizational documents (including any amendments thereto).
2. Appraisal: "As is" appraisal to determine fair market value. Appraisals must conform to the Uniform Standards of Professional Appraisal Practice (USPAP), in particular Request for Letters of Interest – Homekey 3.0 2 Standards 1 and 2. In addition, appraisals must comply with the appraisal requirements of the Appraisal Institute's Regulation. All appraisers must be California State Licensed/Certified and be dated within 60 days of the submission of the Homekey 3.0 application to HCD.
3. Physical Needs Assessment (PNA): Projects proposing acquisition and rehabilitation of existing buildings must provide a PNA that describes the deficiencies to be addressed by the rehabilitation, emergency repairs, health and safety issues and lead abatement and asbestos report, if applicable. The PNA must also include preliminary cost estimates for the repairs.
4. Executed purchase contract with appropriate financing and due diligence contingencies or other site control documentation acceptable to HCD.
5. Preliminary Title Report.
6. Phase 1 Environmental Report dated within 12 months of the submission of the Homekey 3.0 application to HCD.
7. Preparation of CEQA Determination.
8. Preparation of NEPA Determination (if federal funding is contemplated).
9. Other documents outlined in the Homekey 3.0 NOFA, upon release.

Responders are strongly advised to review the application workbook for the Homekey Round 2, Notice of Funding Availability, prior to preparing a response.

January 23, 2023