

# Multifamily Housing

Partnership Updates – April 20, 2023



# MFH Leadership Introduction



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Administrator

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(Acting) Field Operations  
Division Director

[Laurie.Warzinski@usda.gov](mailto:Laurie.Warzinski@usda.gov)



**Dan Rogers**  
Production & Preservation  
Division Director

[Daniel.Rogers2@usda.gov](mailto:Daniel.Rogers2@usda.gov)



**Michael Resnik**  
Asset Management Division  
Director

[Michael.Resnik@usda.gov](mailto:Michael.Resnik@usda.gov)

# Doing Business with Rural Development, Multifamily Housing Programs

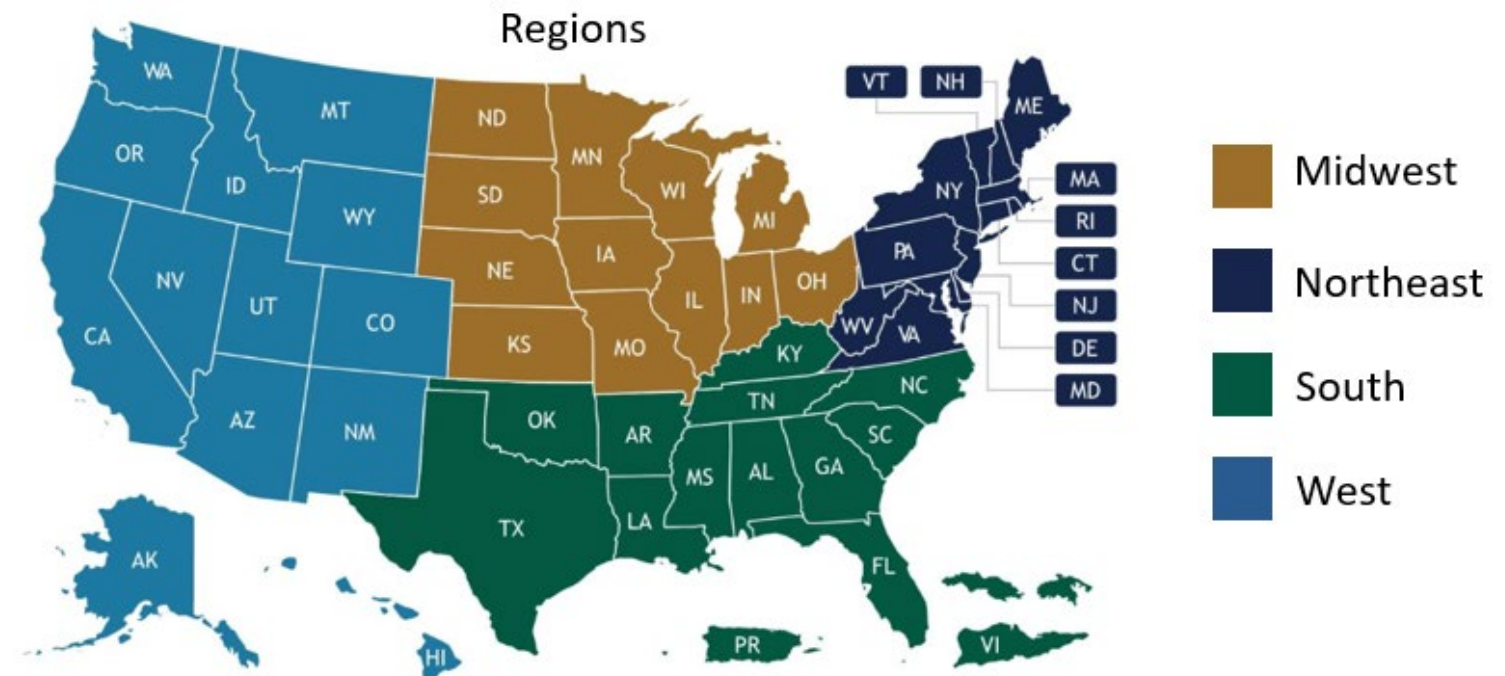
## -Contacts and Resource Guide -

This document\* is designed to provide contact information and easy access to resources needed to do business with the USDA, Rural Development, Multifamily Housing (MFH) Program. MFH is made up of three major divisions, each with a specific mission:

**Production and Preservation Division (PPD).** PPD's mission is to process, underwrite, and close all MFH direct, preservation, and guaranteed loans and transactions, with the overarching goal to preserve and provide affordable rental housing in rural communities. Processing and Report Review and Underwriting functions are coordinated by region. PPD contacts and resources are found on the Page 3.

**Field Operations Division (FOD).** FOD's mission is to coordinate proactive and risk-based servicing of MFH assets to ensure that borrowers are meeting the terms of their business agreements with RD, residents are living in quality housing, and properties in need of preservation are identified and prioritized. All FOD functions are coordinated by region. FOD contacts and resources are found on Page 4.

**Asset Management Division (AMD).** AMD's mission is to oversee servicing of MFH assets, to manage portfolio risk and overall portfolio health. AMD determines policy priorities, systems improvements, and procedural updates needed to effectively service the portfolio and continue to provide quality housing. AMD contacts and resources are found on Page 5.



[\\*Here's a link to this Document](#)



# Production and Preservation Division (PPD)

## Processing and Report Review

Director – Jonathan Bell  
[Jonathan.Bell@usda.gov](mailto:Jonathan.Bell@usda.gov)

Chief, Branch 1 (NE/MW) – Michelle O’Meara  
[Michelle.O’Meara@usda.gov](mailto:Michelle.O’Meara@usda.gov)

Chief, Branch 2 (South/West) – Katrina Moseley  
[Katrina.Moseley@usda.gov](mailto:Katrina.Moseley@usda.gov)

## Underwriting

Director—Jason Church  
[Jason.Church@usda.gov](mailto:Jason.Church@usda.gov)

Chief, Branch 1 (NE/MW) – Scott Pousson  
[Scott.Pousson@usda.gov](mailto:Scott.Pousson@usda.gov)

Chief, Branch 2 (South/West)– Yvette Spriggs  
[Yvette.Spriggs@usda.gov](mailto:Yvette.Spriggs@usda.gov)

## Closing Branch

Branch Chief—Adam Hauptman  
[Adam.Hauptman@usda.gov](mailto:Adam.Hauptman@usda.gov)

Team Lead, Team 1 (NE/MW) – Lesley Davis  
[Lesley.Davis@USDA.gov](mailto:Lesley.Davis@USDA.gov)

Team Lead, Team 2 (South/West) – Jen Dillard  
[Jennifer.Dillard@usda.gov](mailto:Jennifer.Dillard@usda.gov)

## Program Support Branch

Branch Chief—Abby Boggs  
[Abby.Boggs@usda.gov](mailto:Abby.Boggs@usda.gov)

### Pre-closing:

- Application intake for all Multifamily Housing Production Programs as well as all NOSA/NOFA responses applications.
- Reviews all application documents and determines completion.
- Coordinates all third-party report reviews and responses.

### Resources:

[HB-1-3560 MFH Loan Origination Handbook](#)

[HB-3-3560 MFH Project Servicing Handbook](#)

[HB-1-3565 Guaranteed Rural Rental Housing Program Origination and Servicing Handbook](#)

NE/MW: [MFHProcessing1@usda.gov](mailto:MFHProcessing1@usda.gov)

South/West: [MFHProcessing2@usda.gov](mailto:MFHProcessing2@usda.gov)

- Underwriting Feasibility
  - Determining adequacy of third-party funding
  - Determine maximum equity allowable
  - Resize Reserves
  - Set final rents
- Final Loan approval
- Issue Letter of Conditions
- MPR Underwriting
- MPR Conditional Commitments and extension
- Prepare 1940-L and 3560-51 obligation documents.
- 538 Review underwriting
- Request waivers if justified

### Pre-closing:

- Prepare documents for OGC closing instructions
- Attend Due Diligence calls with borrowers and funders
- Verify bank account information, DACA, DNP
- Review Org doc changes, 3<sup>rd</sup> Party documents and insurance coverage
- Review Letter of Conditions

### Closing

- Schedule disbursement of funds
- Review all signed closing documents, authorize recording

### Post-closing

- Assist management agent: MINC enrollment, new borrower and tenant setup, 1st payment worksheet
- Construction Monitoring
- Coordinate hand-off of loans to servicing (FOD)

- Obligate Loans/Grants
- Credit Reports
- [Grants.gov](#)
- GovDelivery notices
- NOFA/NOSA/Reg/HB publications/tracking
- Service TA Grants
- Questions about Multifamily Housing Production & Preservation [Lending Programs](#)

# Field Operations Division (FOD)

## Northeast Region

(CT, DE, MA, MD, ME, NH, NJ, NY, PA, RI, VA, VT, WV)

Donna O'Brien, Regional Director: [Donna.Obrien@usda.gov](mailto:Donna.Obrien@usda.gov)  
Northeast Region Central Email: [MFHFODNortheast@usda.gov](mailto:MFHFODNortheast@usda.gov)

## South Region

(AL, AR, FL, GA, KY, LA, MS, NC, OK, PR, SC, TN, TX, VI)

Byron Waters, Regional Director: [Byron.Waters@usda.gov](mailto:Byron.Waters@usda.gov)  
South Region Central Email: [MFHFODSouth@usda.gov](mailto:MFHFODSouth@usda.gov)

## Midwest Region

(IA, IL, IN, KS, MI, MN, MO, ND, NE, OH, SD, WI)

Eric Siebens, Regional Director: [Eric.Siebens@usda.gov](mailto:Eric.Siebens@usda.gov)  
Midwest Region Central Email: [MFHFODMidwest@usda.gov](mailto:MFHFODMidwest@usda.gov)

## West Region

(AK, AZ, CA, CO, HI, ID, MT, NM, NV, OR, UT, WA, WY)

Becki Meyer, Regional Director: [Becki.Meyer@usda.gov](mailto:Becki.Meyer@usda.gov)  
West Region Central Email: [MFHFODWest@usda.gov](mailto:MFHFODWest@usda.gov)

For assistance with the below tasks, please contact the applicable Region (shown above) or the applicable servicing specialist. A sortable list of Servicing Specialists for specific properties is located here: <https://www.sc.egov.usda.gov/data/MFH.html>

- [504 Transition Plans](#)
- [Affirmative Fair Housing Marketing Plan \(AFHMP\)](#)
- [Annual Reports, Audits and Borrower Certifications](#) (RD Form 3560-7/9)
- [Budgets](#) (RD Form 3560-7)
- Compliance Reviews
- Estoppel Letters
- [General Partner Substitutions](#)
- [Ineligible Tenant Waivers](#)
- [Insurance Policy Reviews and Claims](#)
- Letter of Priority Entitlement (LOPE) [English](#) and [Spanish](#)
- [Management Agreements, Certifications and Plans](#) (RD Form 3560-13)
- [Natural Disasters – Displaced Tenants and Property Damage](#)
- [Physical Inspections/Tenant File Reviews](#)

- [Rental Assistance Obligations](#)
- [Reserve Request/Withdrawals](#) (RD Form 3560-12)
- Search for an [affordable rural rental apartment](#)
- Servicing Actions and Agency Consent (RD Form 3560-1)
  - Approval for Green Elements, ie: solar, electric car chargers, etc.
  - Subordination, Partial Lien Releases, Easements or other title changes not associated with a transfer.
  - Servicing Handbook Waivers
  - Servicing Substitutions
  - [Work Out Plans/Deferrals/Occupancy Waivers](#)
- [Suitability Reviews](#)
- Third Party Support Letters
- Third Party Leader Re-Amortization Reviews

# Asset Management Division (AMD)

## Portfolio Management Branch

Wilma Marconnet  
[Wilma.Marconnet@usda.gov](mailto:Wilma.Marconnet@usda.gov)

## Risk and Counterparty Oversight Branch

Dana Daugherty  
[Dana.Daugherty@usda.gov](mailto:Dana.Daugherty@usda.gov)

## Servicing Support Branch

Melodie Taylor-Ward  
[Melodie.Taylor-Ward@usda.gov](mailto:Melodie.Taylor-Ward@usda.gov)

## Policy and Budget Branch

Julie Felhofer  
[Julie.Felhofer@usda.gov](mailto:Julie.Felhofer@usda.gov)

- On-Farm FLH Servicing
  - Annual reports
  - Work out plans
  - Delinquency
  - Supervisory Visit, Compliance Review, Physical Inspection
  - [Farm Labor Housing Direct Loans & Grants](#)
- [Prepayment Applications](#) & Processing

Link to [HB3-3560 and CFR: Handbooks](#)

Submit documents to mailbox:  
[MFHPortfolioManagement@usda.gov](mailto:MFHPortfolioManagement@usda.gov)

- 538 New Lender Approval
- 538 Lender Oversight
- Preservation Revolving Loan Fund Oversight
- Delinquency / Debt Collection Improvement Act (DCIA) Oversight
- Debt Deferral Oversight
- External Compliance Oversight
- Maturing Mortgages
- [Public-Facing Portfolio Data Management Site](#)

- 538 Stand Alone Property Servicing
  - Review lenders annual reports
  - Interest credit subsidies
  - Servicing requests: substitutions, transfers, management changes, interest rate reductions and refinance
  - [HB-1-3565 and CFR](#)
  - Submit documents to mailbox:  
[mfhssb2@usda.gov](mailto:mfhssb2@usda.gov)

- Administration of Voucher/RA Funding
- Voucher Processing/Inspections
- [Multifamily Tenant Voucher Program](#)
- Regulatory updates (link below)
- Handbook updates (link below)
- Unnumbered Letters (link below)
- [Directives](#)
- System for Award Management (SAM) [SAM Registration](#)

## MINC Help Services

Point of Contact	Servicing Office (SO)	Field Operations Division (FOD)	RD Help Desk (RD-HD)
<b>Main Phone Line:</b>	1-866-600-7984	1-800-292-8293	1-800-457-3642
<b>Email(s):</b>	<a href="mailto:multifamily@usda.gov">multifamily@usda.gov</a>	<a href="mailto:MFHFODMidwest@usda.gov">MFHFODMidwest@usda.gov</a> <a href="mailto:MFHFODNortheast@usda.gov">MFHFODNortheast@usda.gov</a> <a href="mailto:MFHFODSouth@usda.gov">MFHFODSouth@usda.gov</a> <a href="mailto:MFHFODWest@usda.gov">MFHFODWest@usda.gov</a>	<a href="mailto:RD.HD@usda.gov">RD.HD@usda.gov</a>
<b>Type of Services Provided:</b>	<b>Account Inquiry Help</b>	<b>Program Guidance</b>	<b>Technical Support</b>
<b>Can Assist With:</b>	<ul style="list-style-type: none"> <li>Payments or Tenant Certification Transmission Issues</li> <li>Rental Assistance Checks</li> <li>Navigating through MINC</li> <li>Late Fees and Overages Waivers</li> <li>PAD/EFT</li> <li>Account Status or Delinquencies</li> <li>Accessing/Releasing Project Worksheets (PWS)</li> <li>Correcting Social Security Numbers</li> </ul>	<ul style="list-style-type: none"> <li>MFH Program Questions                             <ul style="list-style-type: none"> <li>Project Budgets (3560-7)</li> <li>Annual Reports (3560-7 &amp; 3560-10)</li> <li>Rental Assistance Obligations</li> <li>Policy and Regulatory Guidance</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Technical Issues Related to eAuthentication Set-up/Access</li> <li>Tech support for the MINC forms (<i>when user is unable to access the form, type within the form, or error messages received when submitting</i>)</li> </ul>
<b>Tenant Certifications:</b>	SO Specialists can help with submitting Tenant Certification forms within the system.	FOD Regional Specialists can advise on required documentation needed for Tenant Certification submissions.	

# MFH Field Operations Division – Regional Directors



**Eric Siebens**

Midwest Regional Director  
Eric.Siebens@usda.gov



**Donna O'Brien**

Northeast Regional Director  
Donna.Obrien@usda.gov



**Byron Waters**

Southern Regional Director  
Byron.Waters@usda.gov



**Becki Meyer**

Western Regional Director  
Becki.Meyer@usda.gov



# Emergency Management Notifications

- ❖ After a weather event passes and when it is safe to do so, please contact your servicing specialist as soon as possible to report any property damage, along with tenant food and water needs, if applicable. The food and water needs will be shared with FEMA for their assistance.
- ❖ Please provide your property damage assessment report based on the following metrics:

Degree of Damage	Definition
<b>Affected</b>	The building(s) has cosmetic damage only. <ul style="list-style-type: none"><li>• Damage that does not adversely impact the functionality of the building.</li><li>• No damage that affects unit habitability.</li></ul>
<b>Minor</b>	The building(s) is damaged and requires minimal repairs. <ul style="list-style-type: none"><li>• No structural damage to the building.</li><li>• No damage that affects unit habitability.</li></ul>
<b>Major</b>	The building(s) has sustained significant damage and requires extensive repairs. <ul style="list-style-type: none"><li>• Structural damage or damage that created areas that are no longer decent, safe and sanitary.</li><li>• Damage that affects unit habitability.</li></ul>
<b>Destroyed</b>	The building(s) is a total loss.
<b>Inaccessible</b>	Damage to building(s) that cannot be visually verified.

- ❖ If there are tenants displaced due to the disaster, they are eligible for a Letter of Priority Entitlement, (LOPE) letter. When it is safe to do so, please have them (or you) contact the servicing specialist for a LOPE letter.
- ❖ LOPE factsheets are available on the RD website in [English](#) and [Spanish](#).

# Field Operations Division

## ➤ New Project-Level Civil Rights Review Process

- Recipient focused “risk-based” approach to identify the potential for civil rights non-compliance in an RD-funded program.
- Focus on the project’s functional capacity to result in compliance.
- Successful progression of project-level compliance documents.
- Data-driven results will inform overall program compliance and needs for technical assistance.
- Can be completed Virtually or On-site.
- Recipients may receive feedback that conditions or documents are “not sufficient for compliance” and they must take corrective actions.

# Field Operations Division

- Required Poster – [And Justice for All](#)
  - Can be downloaded and printed
  - Must be 11" x 17" and printed on stock paper
- USDA Rural Development Civil Rights Office Website: <https://www.rd.usda.gov/about-rd/offices/civil-rights>

USDA United States Department of Agriculture

**AND JUSTICE FOR ALL**

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Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, and American Sign Language) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online, at <https://www.ascr.usda.gov/sites/default/files/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

**mail:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or

**fax:**  
(833) 256-1665 or (202) 690-7442;

**email:**  
[program.intake@usda.gov](mailto:program.intake@usda.gov).

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La información del programa puede estar disponible en otros idiomas además del inglés. Las personas con discapacidades que requieran medios de comunicación alternativos para obtener información sobre el programa (por ejemplo, Braille, letra agrandada, grabación de audio y lenguaje de señas americano) deben comunicarse con la agencia estatal o local responsable que administra el programa o con el TARGET Center del USDA al (202) 720-2600 (voz y TTY) o comunicarse con el USDA a través del Servicio Federal de Transmisión de Información al (800) 877-8339.

Para presentar una queja por discriminación en el programa, el reclamante debe completar un formulario AD-3027, Formulario de queja por discriminación del programa del USDA, que se puede obtener en línea, en <https://www.ascr.usda.gov/sites/default/files/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, en cualquier oficina del USDA, llamando al (866) 632-9992, o escribiendo una carta dirigida al USDA. La carta debe contener el nombre, la dirección y el número de teléfono del reclamante, y una descripción escrita de la supuesta acción discriminatoria con suficiente detalle para informar al Subsecretario de Derechos Civiles (ASCR, por sus siglas en inglés) sobre la naturaleza y la fecha de la presunta violación de los derechos civiles. La carta o el formulario AD-3027 completado debe enviarse al USDA por medio de:

**correo postal:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; o

**fax:**  
(833) 256-1665 o (202) 690-7442;

**correo electrónico:**  
[program.intake@usda.gov](mailto:program.intake@usda.gov).

Esta institución ofrece igualdad de oportunidades.

Form AD-475-A—Revised Poster/ Revisad September 2019

Atahe complementada al Formulario AD-475-A/ Revisad September 2019

# Field Operations Division

## ➤ Portfolio Rebalancing

- Midwest
- Northeast

## ➤ Supervisory Visits

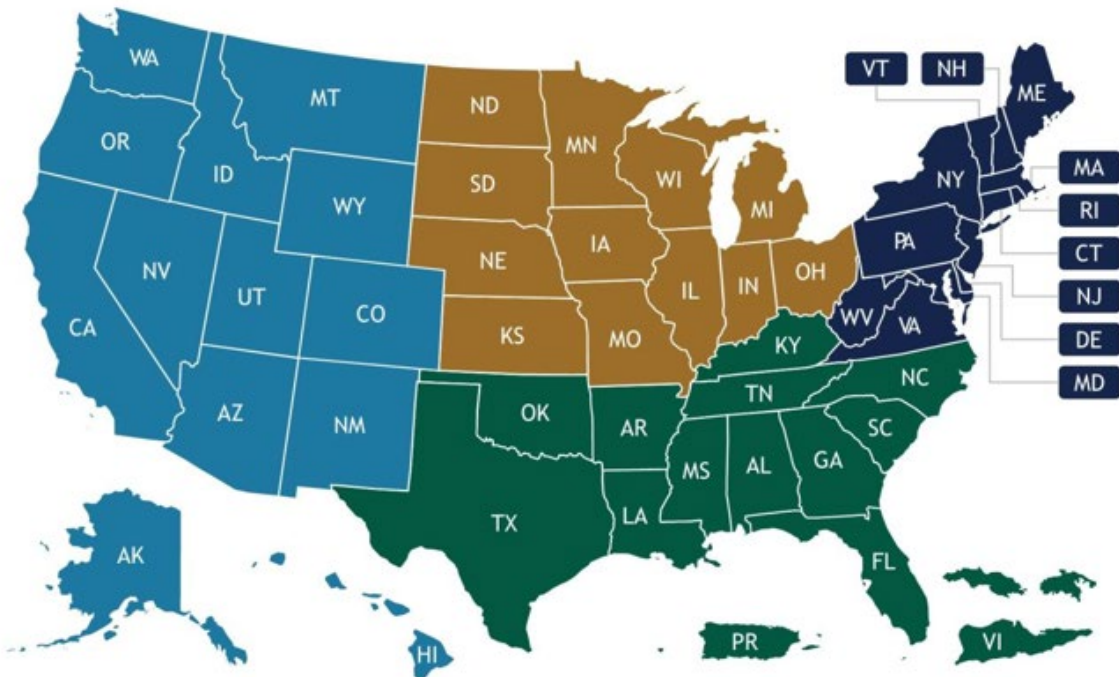
- Virtual – Uploading documents to [CloudVault](#) (link provided by servicing specialist)

**Note:** [CloudVault](#) is a secure intake portal, not to be used for ongoing storage of documents.



# Field Operations Division

## ➤ Electronic Submission of Documents



The four regions and the contact information for each region follows:

**Western Region**  
[MFHFODWest@usda.gov](mailto:MFHFODWest@usda.gov)  
AK, AZ, CA, CO, HI, ID, MT, NM, NV, OR, UT, WA, WY

**Midwest Region**  
[MFHFODMidwest@usda.gov](mailto:MFHFODMidwest@usda.gov)  
IA, IL, IN, KS, MI, MN, MO, ND, NE, OH, SD, WI

**Southern Region**  
[MFHFODSouth@usda.gov](mailto:MFHFODSouth@usda.gov)  
AL, AR, FL, GA, KY, LA, MS, NC, OK, PR, SC, TN, TX, VI

**Northeast Region**  
[MFHFODNortheast@usda.gov](mailto:MFHFODNortheast@usda.gov)  
CT, DE, MA, MD, ME, NH, NJ, NY, PA, RI, VA, VT, WV

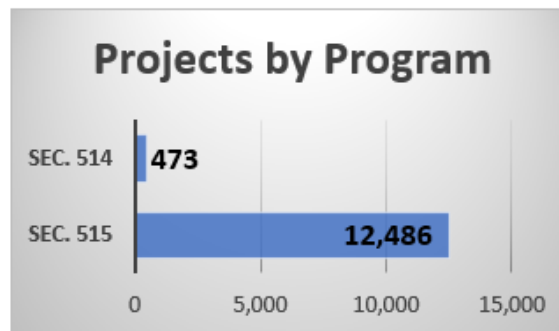
# Asset Management Division Updates

- FY22 Annual Occupancy Report – Published March 22, 2023
- UL – Reminder of LEP Responsibilities – Published March 13, 2023
- UL – Digital Signatures – in process to publish April 15, 2023
- Proposed Rule - Voucher Program – in process
- Proposed rule related to surplus cash and Agency approved third-party debt
  - Comment period closed
- Tenant Grievance Guidance – in process
- Regulation alignments with HUD (HOTMA)
- Tenant Notification Listening Session held March 9, numerous comments were received by deadline of March 24, 2023

# Portfolio Overview by Project

Data as of April 2023

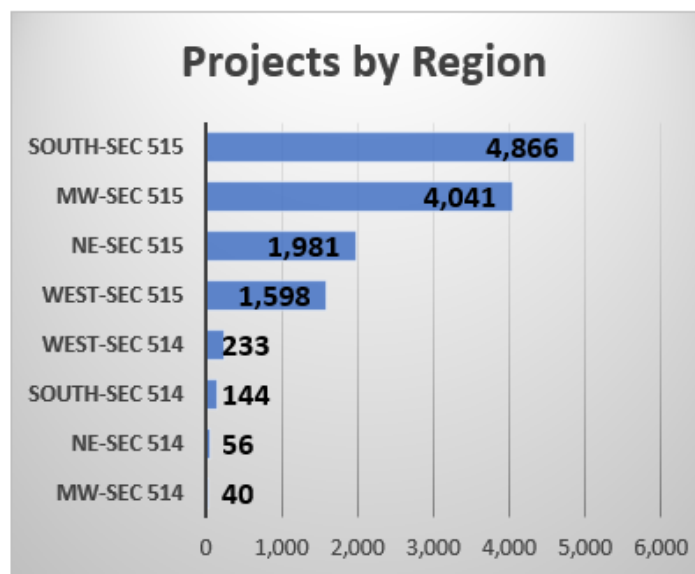
Program	Type	Projects	Average Age	Total Units	RA Units	HUD Sec 8 units
Sec. 515		12,486	35.1	390,225	295,826	21,258
Sec. 514	Off farm	323	22.0	16,494	12,300	0
Sec. 514	On farm	148	17.5	252	0	0
Sec. 514		2	35.0	125	86	0
<b>TOTAL</b>		<b>12,959</b>		<b>407,096</b>	<b>308,212</b>	<b>21,258</b>



## Sec. 515 Multi-Family Housing projects include:

- Family and Elderly housing
- Congregate housing
- Group homes
- Rural cooperative housing

Program	Rental Code	Projects	Average Age	Total Units	RA Units	HUD Sec 8 units
Sec. 515	Family	7,781	35.6	248,872	183,798	14,279
Sec. 515	Elderly	4,424	34.4	130,562	104,203	6,084
Sec. 515	Other	281	33.7	10,791	7,825	895
Sec. 514	Family	461	20.6	16,827	12,354	0
Sec. 514	Other	12	22.0	44	32	0
<b>TOTAL</b>		<b>12,959</b>	<b>29</b>	<b>407,096</b>	<b>308,212</b>	<b>21,258</b>

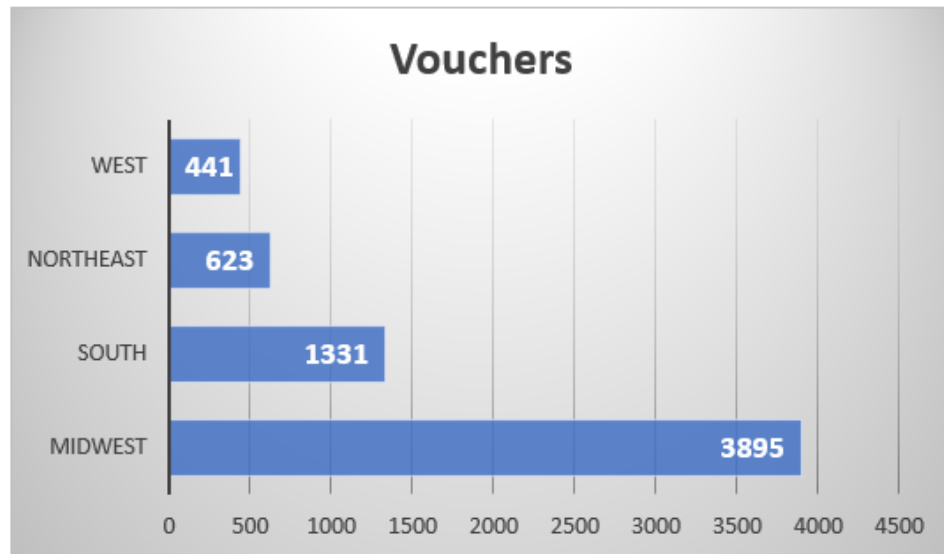


## Sec. 514/516 Farm Labor Housing projects include:

- Off-farm labor housing
- On-farm labor housing

# Voucher Count by Region

Data as of March 31, 2023



Region	Count of Vouchers
MIDWEST	3895
SOUTH	1331
NORTHEAST	623
WEST	441
<b>TOTAL</b>	<b>6,290</b>

- Tenants at properties exiting the program through prepayment or servicing efforts and meet the qualifications may receive a voucher.
- The voucher is intended to provide housing rent assistance to tenants after the property has exited the RD program



# Maturing Mortgages

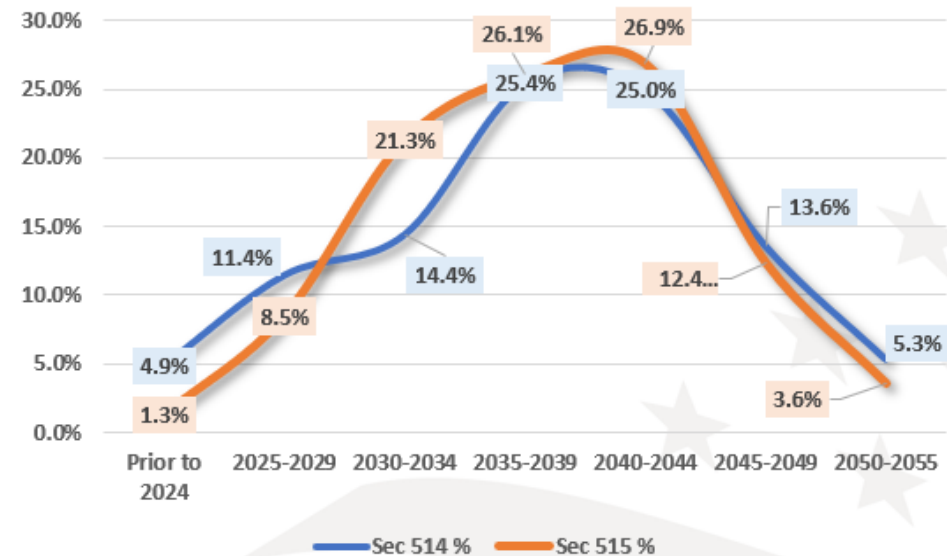
Data as of December 31, 2022 (this dataset is updated quarterly)

## Section 514 and 515

Estimated Program Exit Year Range	Sec 514	Sec 515	TOTAL	Sec 514 %	Sec 515 %
Prior to 2024	23	164	187	4.9%	1.3%
2025-2029	54	1063	1,117	11.4%	8.5%
2030-2034	68	2672	2,740	14.4%	21.3%
2035-2039	120	3268	3,388	25.4%	26.1%
2040-2044	118	3370	3,488	25.0%	26.9%
2045-2049	64	1552	1,616	13.6%	12.4%
2050-2055	25	451	476	5.3%	3.6%
<b>TOTAL</b>	<b>472</b>	<b>12,540</b>	<b>13,012</b>		

- Many loans are coming to their natural maturity date in the next 10-20 years.
- Tracking Maturing Mortgages
  - 48 months prior Agency will contact Borrower and Management to start discussion
  - Options – Prepayment, Naturally Mature, Reamortize extending term

Program Exit by Year Range



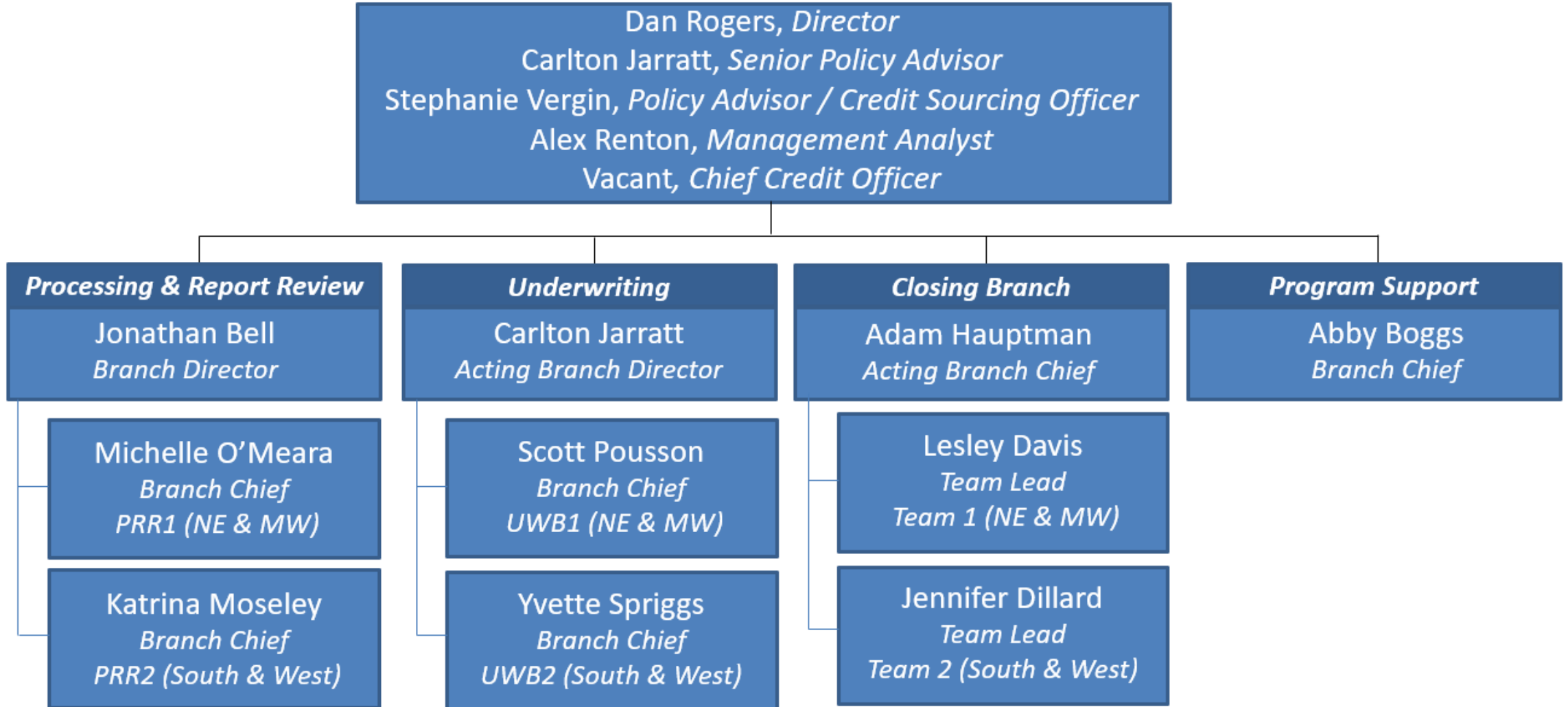
# Simple Transfers

- The simple transfer pilot program was published in the Federal Register on 12/9/2022.
  - The pilot program offers 3 options. Option 1 with expedited ownership change required; Option 2 is a simple transfer with rehabilitation and Option 3 is a simple transfer with future rehabilitation/recapitalization plan for nonprofits.
  - Simple transfers include restrictions on new debt, equity payouts, and other limitations that are not included for standard transfers.
  - Owners should contact their assigned Field Operations Division Servicing Specialist if interested to discuss their goals and timelines.

# Program Analyst – MPIPP Status

- The protocol is based on professionally trained inspectors conducting inspections using the Mortgage Banker's Association (MBA) Inspection form 3.0 (already in widespread use throughout the industry) and the associated rating system.
  - Physical Inspection Pilot Program (MPIPP) (2) Training was held March 15, 2023
  - To date 514 inspection reports have been completed

# Production & Preservation (P2) Leadership Team Updates





# Status of Production & Preservation (P2) NOFAs & NOSAs

NOSA / NOFA	Status
<p>SuperNOSA Funding Round</p> <ul style="list-style-type: none"><li>• Section 515 Preservation</li><li>• Multifamily Preservation &amp; Rehabilitation (MPR)</li><li>• FLH New Construction &amp; Preservation</li><li>• Subsequent Loans</li></ul>	<p>Anticipated June 2023 Industry Listening Session: February 8, 2023</p>
<p>Technical Assistance NOFA Funding Round</p>	<p>Anticipated April 2023 Industry Listening Session: February 9, 2023</p>
<p>538 Guaranteed NOSA Update (rolling applications)</p>	<p>Anticipated April 2023 Industry Listening Session: February 7, 2023 Handbook Updates</p>
<p>Section 515 Subsequent Loan Funds Available</p>	<p>GovDelivery: March 3, 2023 Listening Session: March 23, 2023 Applications Due: April 30, 2023</p>

# Section 515 Subsequent Loans

- The Agency announced on March 3, 2023, availability of Section 515 subsequent loan funding
- Applications received by April 30, 2023; priority consideration will be given to those that address at least one of the following needs:
  - Repairs or modifications to address health and safety findings or violations previously identified and documented by an Agency or Agency-authorized inspection or a code-enforcement agency, including the Agency's recently launched Multifamily Housing Physical Inspection Pilot Program (MPIPP).
  - Repairs or modifications to comply with accessibility requirements previously identified and documented by the Agency or an Agency-authorized inspector.
  - Loan requests associated with prepayment applications already in process and/or approved by the Agency to support preservation of the Section 515 portfolio under the requirements of 7 CFR 3560 Subpart N—Housing Preservation.
  - Transfer applications currently in process and/or approved by the Agency that require additional funding to address financing gaps and/or meet Agency underwriting requirements.
  - Loan requests to address financing gaps in previously approved or closed preservation transactions.

**Processing and Report Review Branch 1** covers the following states in the Northeast and Midwest: CT, DE, IA, IL, IN, KS, MA, MD, ME, MI, MN, MO, ND, NE, NH, NJ, NY, OH, PA, RI, SD, VA, VT, WI, WV. Applications for these states must be submitted to: [MFHprocessing1@usda.gov](mailto:MFHprocessing1@usda.gov)

**Processing and Report Review Branch 2** covers the following states in the South and West: AK, AL, AR, AZ, CA, CO, FL, GA, HI, ID, KY, LA, MS, MT, NC, NM, NV, OK, OR, PR, SC, TN, TX, UT, VI, WA, WY. Applications for these states must be submitted to: [MFHprocessing2@usda.gov](mailto:MFHprocessing2@usda.gov)

# Section 515 Subsequent Loans

- **Rate, Amortization Period and Term:** Effective interest rate of 1%. Amortization: lesser of 50 years or the remaining economic life of the housing. Term: lesser of 30 years or the remaining economic life of the housing.
- **Borrower Equity Contribution:** Loan applicants who receive a subsequent loan, **with the exception of nonprofit organizations, consumer cooperatives, or state or local public agencies who will not be receiving tax credits**, must make an equity contribution from their own resources in accordance with 7 CFR 3560.63. If receiving tax credits, the equity contribution is 5% of agency loan amount, otherwise it is 3%.
- **Restrictive-Use Provisions:** Subsequent loans are subject to restrictive-use provisions as outlined in §3560.662(a) and borrowers must execute a new restrictive-use covenant in accordance with §3560.72(a)(2). A new 20-year restrictive-use covenant will be required for projects receiving 515 subsequent loans unless additional restrictions are required due to other funding sources.
- **Initial applications requirements:** <https://www.rd.usda.gov/sites/default/files/515-subsequent-loans-info-session.03.30.23.pdf> All applications submitted prior to April 30, 2023, will be considered in the first round of application reviews. Following agency review, additional application items or clarifications may be required based on the applicant's funding request. The Agency will notify applicants by letter if additional items or clarifications are required for the application, along with the date by which those items must be submitted.

# P2 Program and Policy Updates / Reminders

## BABA Applicability: March 29, 2023 GovDelivery Announcement:

- The [Build America, Buy America Act](#), enacted as part of the Infrastructure Investment and Jobs Act (IIJA) focuses on maximizing the federal government's use of services, goods, products, and materials produced and offered in the United States.
- All non-Federal organizations receiving RD financial assistance for infrastructure projects are now required to exclusively use iron, steel, manufactured products and construction materials manufactured in the United States.
- In accordance with BABAA, USDA has determined that de minimis, small grants, and minor components will be waived from the requirements of BABAA, Under such waivers, small grants below the Simplified Acquisition Threshold, which is currently set at \$250,000, shall not be subject to BABAA.
- USDA Rural Development (RD) published a [Build America, Buy America \(BABAA\) Customer Guide](#) to help organizations receiving RD financial assistance comply with BABAA and its requirements for their projects. This guide will help stakeholders determine if their project is subject to BABAA and explain how to document compliance.
- For more information, go to [Build America, Buy America Act | Rural Development \(usda.gov\)](#) or email general BABAA inquiries to [SM.RD.BABAA.Inquiry@usda.gov](mailto:SM.RD.BABAA.Inquiry@usda.gov)
- Multifamily Housing questions and/or comments may be directed to [MFH.ProgramSupport@usda.gov](mailto:MFH.ProgramSupport@usda.gov).

# Production and Preservation Division Contact Information

- General Production and Preservation Division Questions:  
[MFH.ProgramSupport@usda.gov](mailto:MFH.ProgramSupport@usda.gov)
- For questions on the presentation, please contact Dan Rogers, Director of Production & Preservation, or Stephanie Vergin, Production & Preservation Policy Advisor, at:

[Daniel.Rogers2@USDA.gov](mailto:Daniel.Rogers2@USDA.gov)  
[Stephanie.Vergin@usda.gov](mailto:Stephanie.Vergin@usda.gov)



# MFH Contact Information

➤ Central Phone Number

- 800-292-8293

➤ MFH Website

- Direct Web Address: <https://www.rd.usda.gov/multifamily>
- [MFH Organization Structure](#) is located on the bottom of the site and is updated bi-weekly.

# GovDelivery

## What is GovDelivery?

GovDelivery is a marketing platform and communications cloud custom-built for government. It allows USDA Rural Development Multifamily Housing to easily provide program updates to our partners across the country via email.

We will be using **GovDelivery** for all general Multifamily Housing updates.

To ensure you are receiving these updates, please sign-up for GovDelivery at <https://public.govdelivery.com/accounts/USDARD/subscriber/new?email=&commit=Sign+Up>





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