



*Mammoth Lakes Housing, Inc.  
supports workforce housing  
for a viable economy and  
sustainable community.*

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## **STAFF REPORT**

Subject: Section 4 Rural Capacity Grant Opportunity

Presented by: Patricia Robertson, Executive Director

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## **BACKGROUND**

Enterprise Community Partners, Inc. released a NOFA for HUD Section 4 Rural Capacity Grant Opportunities. This NOFA is specifically available to Community Development Corporations (CDCs) and Community Housing Development Organizations (CHDOs) to carry out community development and affordable housing activities that benefit individuals and families with low-incomes (80% AMI or <). Funding is made available through the U.S. Department of Housing and Urban Development's (HUD).

The average grant award is expected to be about \$45,000. The grant expenditure period is 18-24 months. Costs must be incurred during the grant expenditure period.

### **Eligible Program Areas (choose one)**

1. Preservation of Existing Housing
2. New Housing Production
3. Climate and Community Resilience
4. Economic Mobility
5. Eviction Prevention

### **Eligible Costs**

Common examples (but not an exhaustive list) of capacity-building activities that can be funded include the following costs.

- Staff Labor – Salaries and fringe benefits for existing or new staff members.
- Consultants – for capacity-building activities that fall within the program areas of the application. Examples include consultants with expertise in strategic planning, financial management, asset and property management, bookkeeping, board governance, staff professional development, market analysis neighborhood planning, data analysis and tracking, performance measurement, and other areas. Note that consultants shall be

chosen through full and open competition and must possess the ability to perform successfully under the terms and conditions of the proposed activity with price and other factors considered. Consultant pricing shall be fair, reasonable, and comparable to pricing of other entities providing similar services, within HUD's Section 4 program requirements.

- Staff or Board Training – to enhance skillsets, knowledge, and/or strengthen the capacity of the organization. Examples may include topics can include housing development, financial management, economic development, asset management, board development or technology delivered through seminars/workshops or by a consultant.
- Computer Software/Hardware – or other essential technical equipment. These costs may require additional reporting requirements in accordance with Federal Regulations.
- Other Professional Services – as required for project/portfolio or financial planning.

#### **POSSIBLE MLH APPLICATION**

Consultants must be selected through an open process.

- Ongoing predevelopment work and grant applications at Valley Apartments
- Access Apartments pre-construction work with General Contractor to refine building plans and/or other predevelopment work including grant applications
- Mono County project in the unincorporated area – propose a third-party consultant to facilitate a partnership between MLH and Mono County to develop a housing project in the unincorporated area.
- Technology upgrades – Salesforce Client Relationship Management for Nonprofits – hire a consultant to provide Salesforce customization for donor/tenant management, property management, grant management, homeownership tools including integration of HomeKeeper and website upgrades (online applications or pre-determination quiz, pay rent online, etc.). To include staff training.

#### **NEXT STEPS**

The application is due April 28<sup>th</sup>. Awards are expected in June.

#### **RECOMMENDATION**

The Board should receive the report and make recommendations and/or staff direction as needed.