



North Dakota Housing Finance Agency

Helping HAND 2010 Program Criteria

General Provisions

1. Funds are intended to support the new construction or rehabilitation of existing single family or multi-family housing programs (inclusive of homeless shelters). Funds may not be used for an organization's general operating expenses. Existing housing projects with project-based rental assistance are not eligible to receive funding.
2. The allocation plan does not represent an entitlement to funds. Eligible Helping HAND recipients must submit an application for an allocation of funds.
3. Only one application per Habitat/Reservation/CAA/Rebuilding Together will be approved.
4. Helping HAND funds must be used to address housing needs of families or individuals with household incomes that do not exceed 80 percent of the HUD median income for the county in which the property is located.
5. Matching funds, from a non-NDHFA source, of at least 25 percent of the total project costs are required.
6. Helping HAND funds may be used only for the purpose stated in the Helping HAND recipient's application for approval, unless a change is approved by NDHFA.
7. Community Action Agencies and Native American grantees are encouraged to use funding to benefit the largest number of households.
8. Grantees may request reimbursement for costs incurred on a monthly basis by submitting a Request for Reimbursement form (SFN 52025) available on our website, www.ndhfa.org. Before final disbursement is completed grantees must submit a narrative description of their project(s).
9. NDHFA reserves the right to audit the use of Helping HAND funds.
10. Funds must be committed to eligible projects within twelve months of receiving notice of the award (herein the "Initial Grant Period"). Helping HAND funds committed during the Initial Grant Period must be expended (Request for Reimbursement received by the Agency) no later than six months from end of the Initial Grant Period.
11. Final total project costs must be submitted upon project completion.

Applications

Applications must be received before close of business on February 26, 2010. Send the original application and supporting documentation to Nancy Rice, NDHFA, PO Box 1535, Bismarck, ND 58502 or email: nrice@ndhfa.org.

Questions should be directed to Nancy at (701) 328-8097 or email: nrice@ndhfa.org.



When completing this application, refer to Helping HAND criteria available at www.ndhfa.org. Incomplete applications will not be considered. Applications must be received before the close of business on Feb. 26, 2010.

APPLICANT INFORMATION

Organization Name
Address
City/State/Zip
Type of Applicant (select one) <input type="checkbox"/> Tribal <input type="checkbox"/> Habitat <input type="checkbox"/> CAA <input type="checkbox"/> Other _____

GRANT INFORMATION

Total Cost of Proposed Project \$	Estimated Number of Units Produced or Rehabbed
Matching Funds \$	Project Start Date
Amount Requested \$	Proposed Completion Date
Type of Project (select all that apply) <input type="checkbox"/> Single Family <input type="checkbox"/> Multifamily <input type="checkbox"/> Rehabilitation <input type="checkbox"/> New Construction	

Attach the following:

- Description of the proposed project/program, which must include the intended use of Helping HAND funds and how need and costs will be or have been determined. (Limit of one single-spaced page)

INDIVIDUAL AUTHORIZED TO SUBMIT GRANT APPLICATION

Contact Person	Phone
Title	Email Address

I certify that I am authorized to execute documents for the Applicant and that the information provided is correct.

 Authorized Signature

 Date

NDHFA Use Only

Grant Year	Grant Approved <input type="checkbox"/> Yes <input type="checkbox"/> No	Amount \$
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Community Partners, DCA, HARP, Helping HAND and RAP Income Limits

(Limits are effective as of April 17, 2009. Eighty percent of Area Median Income)

COUNTY	FAMILY SIZE*							
	1	2	3	4	5	6	7	8
Barnes	32,850	37,500	42,200	46,900	50,650	54,400	58,150	61,900
Burleigh/Morton	37,400	42,750	48,100	53,450	57,750	62,000	66,300	70,550
Cass	38,200	43,650	49,100	54,550	58,900	63,300	67,650	72,000
Foster	31,550	36,050	40,550	45,050	48,650	52,250	55,850	59,450
Grand Forks	34,600	39,550	44,500	49,450	53,400	57,350	61,300	65,250
Mercer	40,500	46,300	52,050	57,850	62,500	67,100	71,750	76,350
Oliver	35,350	40,400	45,450	50,500	54,550	58,600	62,600	66,650
Pembina	35,300	40,300	45,350	50,400	54,450	58,450	62,500	66,550
Ramsey	33,050	37,750	42,500	47,200	51,000	54,750	58,550	62,300
Ransom	34,950	39,900	44,900	49,900	53,900	57,900	61,900	65,850
Richland	35,400	40,450	45,500	50,550	54,600	58,650	62,700	66,750
Sargent	34,250	39,150	44,050	48,950	52,850	56,800	60,700	64,600
Stark	32,600	37,250	41,900	46,550	50,250	54,000	57,700	61,450
Steele	34,250	39,100	44,000	48,900	52,800	56,700	60,650	64,550
Stutsman	33,400	38,150	42,950	47,700	51,500	53,350	59,150	62,950
Traill	35,750	40,850	45,950	51,050	55,150	59,200	63,300	67,400
Walsh	32,400	37,050	41,650	46,300	50,000	53,700	57,400	61,100
Ward	32,650	37,300	42,000	46,650	50,400	54,100	57,850	61,600
All Others	30,850	35,300	39,700	44,100	47,650	51,150	54,700	58,200

* Larger families, check with NDHFA for limits.