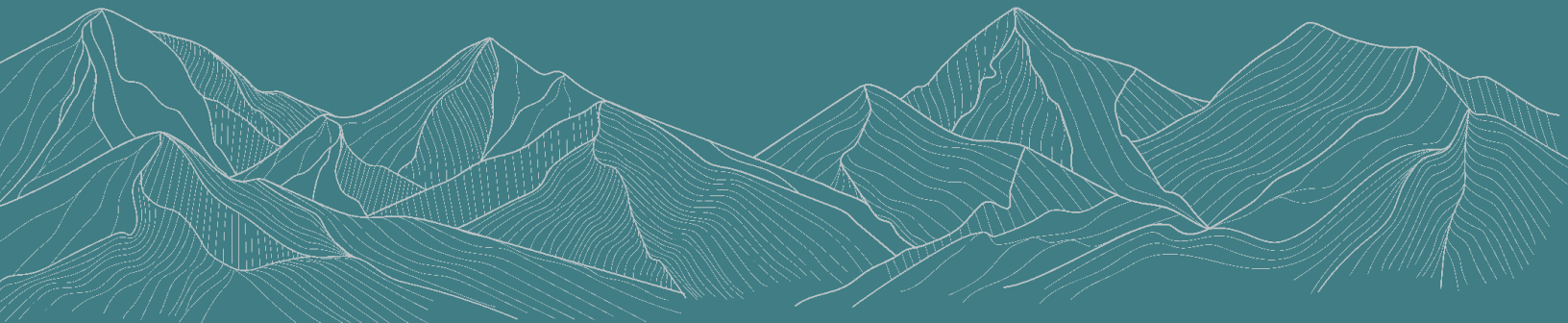


InvestNH 2.0 Program Guidance



Program Overview	
Subject	Details
Program Goal	The program's goal is to make grants and loans to municipalities and housing developers for the purpose of improving the ability to accelerate the approval of workforce housing and other types of housing determined by the department to be important for the economic development of the state including housing for sale or for rent.
Specific Need Addressed	New Hampshire is facing a statewide shortage of affordable housing for workers. Rising costs and supply chain problems are causing funding gaps, making it difficult to complete housing projects resulting in a lack of available new housing units for the workforce in the state.
Funding	A total of \$7,000,000 is available through this grant program. There shall be an award cap of \$1,000,000 based on availability of funding with priority in use of funds in ways distinct from other available funding sources to fill gaps missed by those funding sources but meeting a need in the housing market.
Administration	The program will be administered by the Department of Business and Economic Affairs (BEA). BEA's responsibilities include establishing program parameters, reviewing applications, awarding funds, and monitoring program participants. All awards are subject to approval by the Executive Council.
Definitions	See Bea 602 of Bea 600 InvestNH Program Rules (BEA 600 Rules)

Program Eligibility	
Subject	Details
Eligibility	<p>Municipalities, for-profit and non-profit housing developers shall be eligible to apply for available InvestNH program grants and loans, subject to available funding, program guidance, and application requirements.</p> <p>Eligible municipalities may apply either on their own behalf or on behalf of an eligible private housing developer. In such circumstances, the municipality or housing developer shall either hold title to the property that is the subject of the program application or have a contract in place that will result in the acquisition of title to the property within 12 months, and if the municipality does not or will not hold title to the property, the municipality shall have an enforceable commitment that guarantees the property will be used for the purpose stated in the InvestNH funding application.</p> <p>Participation in the InvestNH program shall be voluntary. Each eligible municipality and developer have the option, in its sole discretion, to apply to the department to receive available funding.</p> <p>Award recipients shall not be debarred or suspended from programs and activities involving federal financial and non-financial assistance or benefits.</p> <p>Award recipients shall be in good standing, where applicable, with the New Hampshire Department of Revenue and the New Hampshire Secretary of State.</p> <p>All award recipients shall affirm their awareness and understanding of all tax implications and any applicable state or federal requirements.</p> <p>All award recipients shall be subject to a risk assessment and shall comply with monitoring processes as required based on that assessment.</p>

Program Eligibility continued

Subject	Details
Scoring Criteria	<p>The department shall utilize a scoring matrix on a scale of 0-100 pursuant to below. An award cap shall be administered based on the availability of funding, in which 50 points are the minimum for funding consideration as follows.</p> <p>Scoring matrix reference criteria published in BEA 604.05 rules adopted 7/31/2024</p>
Eligible Uses	<p>For housing developments with either single or multi-family homes for sale or for rent, the following costs shall be eligible under this program.</p> <ol style="list-style-type: none"> 1. Redevelopment costs for affordable housing development. 2. Site development. 3. Site acquisition. 4. Code required improvements, such as fire suppression systems. 5. Costs related to development of affordable housing focused overlay districts. 6. Regional revolving loan funds (RLF); and 7. Hard costs associated with the housing project. <p>Funds shall not be used for costs related to incentives, tax reductions, or rental or mortgage subsidies.</p>

Application Process & Requirements	
Subject	Details
Application Period	To be determined based on available funding.
Process	<p>Applicants shall submit the following items to be considered for eligibility:</p> <ol style="list-style-type: none"> InvestNH Program Application Applicants seeking funding through the InvestNH Program are required to complete and submit an application in order to be considered for an award. All applications will be subject to further review, evaluation, and the availability of funds. The information submitted will be reviewed by NH BEA to assess program eligibility and identify any compliance issues. Upon completion of this review, NH BEA will issue awards to those applicants with qualified projects. Award Decisions Final funding decisions are made at the sole discretion of NH BEA and are contingent upon satisfaction with all program requirements, applicable laws, regulations, and execution of any required agreements or contracts.

Application Process & Requirements continued

Subject	Details
Essential Project Information	<p>Applicants should submit one application per project.</p> <p>As part of the application process, applicants will be required to provide the following information:</p> <ol style="list-style-type: none"> 1. Municipality or housing developer name. 2. Municipality unique entity identifier (UEI). 3. Municipality or housing developer tax identification number (TIN). 4. Municipal or housing developer State of New Hampshire vendor number. 5. Municipal or housing developer address. 6. Municipal or housing developer contact person's name. 7. Municipal or housing developer contact person's title. 8. Municipal or housing developer contact person's email. 9. Municipal or housing developer contact person's phone number. 10. Municipal or housing developer website address. 11. Municipality or housing developer's written procurement procedures, if applicable. 12. Municipality or housing developer's written standards of conduct regarding conflicts of interest and the selection, award, and administration of contracts, if applicable. 13. Type of municipality, whether a city, town, village district, or county in which there are located unincorporated places, or housing developer, whether for-profit or non-profit. 14. Project name. 15. Project address. 16. Name of county in which project is located. 17. Population based on the most recent census conducted by the U.S. Census Bureau. 18. Project or property purchased date or estimated date. 19. Last date occupied. 20. Overall project plan, including design, timeline, total and per unit cost, and description. 21. Project or property condition. 22. Disclosure of any environmental reporting, testing, concerns, and or considerations. 23. Available infrastructure. 24. Applicable zoning requirements. 25. Number of deed restricted workforce housing units. 26. List of projects, their addresses, number of new market rate units, new workforce housing units, and terms of affordability, is the new unit for sale or rental.

Application Process & Requirements continued

Subject	Details
Essential Project Information	<p>27. Verification that units meet the affordability requirement for a minimum of 10 years.</p> <p>28. Project's comprehensive development budget that includes land costs, soft costs, hard costs, contingencies, estimated financing costs, and income and expense projections. Examples include a project budget and proforma.</p> <p>29. Project information on any other funding sources being utilized on the project or property.</p> <p>30. Enforcement mechanism for the project or property's affordability commitment or requirements and period of affordability or restriction.</p> <p>31. Documentation whether the project or property fits into a local or regional plan such as, the municipal master plan, or the regional comprehensive economic development Strategy (CEDS), and, if so, the plan's name, relevant section, and page number.</p> <p>32. Supporting documentation which demonstrates project readiness, including but not limited to actual and estimated costs, relevant permits, proof of ownership or purchase and sale contract, project or property plans, condition, affordability or deed restriction, and financing commitments; and</p> <p>33. Other information the department deems necessary for the comprehensive review.</p>
Required Documentation	Completed InvestNH Application Form and all associated documentation.

Affordability Requirements

Subject	Details
Eligible Unit Affordability Standards	<p>At least 20 percent of the housing units to be developed will be affordable for a period of at least 10 years. Eligible affordable rents are 80% of AMI or lower as established by HUD.</p> <p>Policy tools must be created to preserve the affordability requirement intended to ensure that a minimum 10-year affordability requirement is binding upon any successors, heirs, or assigns and remains in place regardless of any change in ownership of the property.</p> <p>Applicants must provide proof of affordability monitoring.</p> <p>Relative to affordability requirements attached to rental units, the period for which affordability requirements begin shall be upon occupancy, not upon completion of the unit. A committed affordable unit may be taken off the</p> <p>market for up to 180 days out of any 18-month period without extending the affordability restriction period if the unit is undergoing necessary repairs or upgrades that make occupation impossible or impracticable. If the unit is unavailable for rent for more than 180 days, the rent restriction shall toll, adding one day to the rent restriction period for every day over 180 days it remains unavailable.</p> <p>Relative to affordability requirements attached to purchased homes or units, or homes or units for sale, the period for which affordability requirements begin shall be upon occupancy, not upon completion of the home or unit. A home or unit with affordability requirements attached may be taken off the market for up to 180 days out of any 18-month period without extending the affordability restriction period if the unit is undergoing necessary repairs or upgrades that make occupation impossible or impracticable, or it has been listed for sale. If the home or unit is unavailable for more than 180 days, the affordability restriction tolls, adding one day to the affordability restriction period for every day over 180 days it remains unavailable.</p>

Award Determination	
Subject	Details
Maximum Award	Awards are capped at \$1,000,000.
Award Structure	<p>Applications will be evaluated based on the established criteria published in BEA 604.06 rules.</p> <ol style="list-style-type: none"> Reimbursement-Based Funding Awards will be provided on a reimbursement basis. Awardees must submit documentation of eligible expenses. The Department may request additional information to verify expense allowability and will deny reimbursement for ineligible costs. Award Agreements The terms of reimbursement, reporting, oversight, and compliance will be detailed in a formal award agreement between the State and the awardee. This agreement is subject to approval by the Governor and Executive Council. Standard Agreement Form The basis for all award agreements will be the State of New Hampshire's G-1 form, or a similar form approved by the Department of Justice or Department of Administrative Services. Loan Terms Any loans issued under this program will be at 0% interest and fully forgivable, unless this structure would negatively impact the project's financing. Loan Repayment Conditions Awardees must comply with loan agreement terms or risk repayment of the loan. Waivers may be granted for minor deviations that do not significantly alter the intent of the agreement.

Award Determination continued

Subject	Details
Distribution of Funds	<p>Funds received by eligible entities in this program shall be on a reimbursement basis upon submission by the awardee of required expense and supporting documentation. The department shall request additional supporting documentation if the submitted documentation gives rise to questions regarding the allowability of an expense, and the department shall deny reimbursement for unallowed expenses.</p> <p>Additional contractual terms that outline the manner and frequency of reimbursement, as well as other requirements such as reporting, oversight, and compliance, shall be contained in the award agreement signed by the state and the awardee, and subsequently authorized through the governor and executive council.</p> <p>An awardee shall repay a loan if the awardee fails to comply with the conditions of the loan agreement, with potential waivers for incidental deviations from agreed upon terms that do not substantially alter the original agreement.</p> <p>The grantee shall register with the department of administrative services for a state of New Hampshire vendor number in order for payment to be issued. Registration is available here:</p> <p>Disbursement by the State shall be completed by check or electronic funds transfer (EFT) in accordance with the vendor registration.</p>
Program Reference and Details	Published in BEA 600 rules adopted 7/31/2024