

Barnes Fund Round 13 Spring 2024 Question & Answers

1. **Q.** Can one organization submit two applications?

Answer: We encourage one application per organization in one category. At a maximum, an organization can submit two applications, provided that the applications are for two different development projects.

2. **Q.** How/where do we provide answers to questions that require narrative, such as development team experience, participant engagement details, etc.? Are those "pages" only available after completing the 10 required tasks on the application (and pressing "submit")?

Answer: Applicants need to complete the required tasks to access the narrative portion of the application. Once you enter the narrative portion of the application, you will see space to upload relevant attachments for the individual questions.

3. **Q.** Is this a reimbursement grant, meaning that we would need to secure funding elsewhere and be reimbursed?

Answer: Yes, this grant reimburses expenses that have already been paid. Requested draws need to be accompanied by proof of payment. However, things like the contractors or architect's application for payment would be acceptable as well. Additionally, most draws need to be inspected before payments are made. Draw payment details and instructions are found in the contract.

4. **Q.** Does the nonprofit organization have to be in Davidson County?

Answer: The nonprofit organization may be located elsewhere, but the housing development does need to be in Davidson County.

5. **Q.** The 501(c)3 we are working with is planning to utilize Low Income Housing Tax Credit (LIHTC) funds as part of the capital stack. Would that cause any issues/disqualifications if applying for Barnes Funding as well?

Answer: Using LIHTC funding and other types of funding are permissible. Please specify all funding sources in the Funding Sources and Uses question.

6. **Q.** Regarding additional resources that may become available, can you speak to any updates on the Catalyst Fund?

Answer: Please find more information about the Catalyst Fund by emailing Hannah.Davis@nashville.gov. Catalyst should not be counted among sources and uses.

7. **Q.** Are any monitoring fees or application fees for the regular Barnes funding round?

Answer: There are no fees for monitoring or applications.

8. **Q.** Is there a set percentage for a contingency in the budget?

Answer: We do not require any specific contingency percentage. If there is an industry-standard contingency that is generally used, please include that information in your explanation.

9. **Q.** For an Owner-Occupied Rehab project, would project/case management fall under a combination of line items (Inspections & Surveys, Site Development, Closing Costs)? Some of the costs we incur working with a homeowner and rehab project from start to finish don't fit neatly into those line items. In the past, we have just called it project/case management under our budget line item.

Answer: Organizations may submit a budget that accurately describes your costs, even if that means you create your own form instead of using one of ours. If we need to add a rehab budget form for future years, we're happy to do that. Most important is that we and our reviewers are able to see how you actually will use the funds.

10. **Q.** Would the scoring be the same if you asked for 12% developers fee and 20% developers fee if you provide significant detail about the use of funds? Or would you receive a higher score for 12% than 20%?

Answer: On the owner-occupied rehab scoring matrix, both 12% and 20% would fall under the "Strong" category (11% to 20% of the project's total grant request) which is 7 points. So you would not receive any score change between those two choices. If there were two applications that were exactly equal in terms of scoring on every other scoring category, 12% vs 20% might be a tie-breaker.

11. **Q:** Are predevelopment costs factored into the overall administration, or are these considered project expenses?

Answer: Reimbursement of pre-development costs are considered an eligible use for grant funds, so you do not need to include those under your development fee.

12. **Q.** If the lead applicant does not own the land but a faith congregation is going to provide the land, what documentation is needed to confirm that the church will allow us to build on their property? They will be donating the land in-kind for this development project.

Answer: You will need to include a 99-year ground lease, title conveyance, or a contract with the church stating their permission to build on the property and that they will keep it affordable for the 30 year period.

13. Q. Can you explain why Site Plans were required but Architectural Plans were optional?

Answer: Site plans and architectural plans should both be optional, and the application has been fixed to reflect that. We do ask Applicants to tell us what type of design documents they are including (design development, construction, schematics, concept), and providing those will impact scoring, but they are not required.

14. Q. In the early part of the application, applicants are asked to specify the total project cost, followed by the Barnes Fund Request, followed by the “Investment Per Unit”. What is the definition of “investment” for that question?

Answer: We are looking for the amount of Barnes Fund money being invested/granted per unit. Total Barnes request divided by number of Barnes units.

15. Q. Immediately following the Giving Matters profile link, Question 1 asks: In total, how many similar projects has your team completed? Over how many total years? Format as ## projects over ## years. What is the definition of a “project”, is it developments or housing units? For example, if a nonprofit had completed 30 townhomes on one piece of property over 2 years, would that be 30 projects or 1 project?

Answer: It could be either one, just please specify which you are referring to in your answer. I.e., “we’ve completed 500 homes over 10 years”, or “we’ve completed 5 developments over 10 years”.

16. Q. Is there a template for the Proposal Budget?

Answer: We will upload Proposal Budget Templates from a prior year to the Round 13 Application website as a guide.

17. Q. Where can we locate the DEAI checklist, and where in the application should we upload it?

Answer: The DEAI form is in the Round 13 online application software on the list of attachments that need to be submitted. It is Item #9 on the list, titled Diversity, Equity, Accessibility, & Inclusion. The actual document is called Board/Staff/Program DEAI.

18. Q. In the information session you mentioned “Board Financials” must be submitted. We are only seeing a space for the Audit to be uploaded. Should we include Board Financials in the “Additional Uploads” section or is there somewhere better to upload these documents?

Answer: On that Audit upload link, you should be able to upload up to 3 files. Or you can use the Additional Uploads section.

19. Q. What exactly can downpayment assistance cover, can we utilize downpayment assistance to help cover some of the buyers closing costs?

Answer: Closing costs are listed as an eligible cost in the Round 13 Grant Policy Manual. Please note that only costs associated with closing on the project site or related to finalizing a Barnes Fund grant agreement and DRC are eligible. Cost associated with closing on other funding sources are not eligible.

20. Q. The guidelines state that organizations with budgets between \$200,000 and \$500,000 need to submit financial statements prepared by an outside CPA. Would the same guidelines apply if the organization has slightly less than a \$200,000 budget?

Answer: Yes, please follow the same guidelines as organizations from \$200,000 to \$500,000.

21. Q. We would like to max out our score on the developer fee question. Since our Barnes request is a little less than 50% of the total project, does that mean that a little less than 50% of the developer fee is the amount paid by the Barnes Grant hence creating the 10% Or are you considering the entire developer fee must be equal or less than 10% of the grant request?

Answer: The formula for the full developer fee would be your Barnes Request x 20% or less. The Barnes Grant Request should be 50% or less of the total cost of your project.

22. Q. Our project involves purchasing the land from our General Contractor. What would be the best method for determining the sales price...an independent appraisal or a study of the nearby comps?

Answer: Barnes can't advise on that question, sorry.

23. Q. Could you tell us the lowest number of points that was funded during the last Spring round? Also how many points were possible in that round?

Answer: The point counts are different from previous rounds because the Scoring Matrices have been updated, and the minimum standards questions have been added. As a result, past results wouldn't be relevant.