



Northeast Iowa Regional Housing Trust Fund

Housing Assistance Plan

Revised 07/27/2017

Our Mission

To ensure that the Northeast Iowa counties of Allamakee, Clayton, Fayette, Howard, and Winneshiek County residents have access to well-maintained, safe and affordable housing in both the rural and urban areas of each county.

Introduction:

In 2009, Northeast Iowa identified a need to address affordable housing issues in the region and formed the Northeast Iowa Regional Housing Trust Fund Program. Community leaders and housing organizations supported the formation of the Northeast Iowa Regional Housing Trust Fund. The Trust fund allowed the region to secure the necessary resources and funding to address low income housing needs that were unassisted. The Northeast Iowa Regional Housing Trust Fund was formed to assist both rental and owner-occupied projects. Specifically, for owner-occupied projects, the fund will assist households with incomes less than 80% of the current Statewide Owner-Occupied limits as published annually by the U.S. Department of Housing and Urban Development. For rental projects, the fund will assist owners or non-profits who rent to households with incomes less than 80% of the statewide MFI.

In 2009, The Boards of Supervisors in the counties of Allamakee, Clayton, Howard and Winneshiek passed resolutions to establish the Northeast Iowa Regional Housing Trust Fund. Presentations were made to the 39 communities in the region, and resolutions of recognition and support were obtained.

In 2017, The Fayette County Local Housing Trust Fund Board as well as all the cities within Fayette County passed resolutions to dissolve their Trust Fund and merge with the NEIRHTF. The NEIRHTF board consists of county and community government officials, local business leaders, community and economic developers, and non-profit housing specialists. The experience, occupation or position in the region of each board member broadly represents the communities and the residents of the four county areas.

The Northeast Iowa Regional Housing Trust Fund (NEIRHTF), through U.E.R.P.C. Housing, Inc., is duly organized as a nonprofit corporation incorporated in the State of Iowa. The NEIRHTF is governed by its Board of Directors, who shall act on behalf of the communities and residents of the five-county region per the bylaws amended for the Trust Fund.

Area Served:

The NEIRHTF will serve five counties covering nearly 3,331 square miles in northeast Iowa: Allamakee, Clayton, Fayette, Howard and Winneshiek. As of 2016, the total estimated population of the region is 81,421ⁱ and is distributed in 53 incorporated cities.

Need for Activities:

Low Income Residents. According to the 2015 U.S. Census estimates, the region had an average per capita personal income of \$25,746.ⁱⁱ This was 92% of the state average. Nearly 10.94% of the population is below poverty and 29.62% of the population is over age 65.ⁱⁱⁱ This means that 14,743 families may be living on fixed incomes. The averaged Median Family Income (MFI) for the region is \$48,625.^{iv} The need for the NEIRHTF can be further derived from the applicants themselves. Each year since establishment there has been no problem meeting the requirement to provide 30% of funding to those earning less than 30% of the Statewide Income Limits.

Housing: Age, Value and Condition. The five county region has 36,348 housing units.^v Of these, nearly 44.77% were built prior to 1940 and 87.4% were built prior to 1980.^{vi} The housing in Northeast Iowa is very old, which is consistent with areas that are located in rural areas, river and railroad towns. This high percentage of older housing in the region represents probable exposure to maintenance issues inherent

in older homes: plumbing, electrical, roofing, energy efficiency and, for many, handicap accessibility. According to HUD, housing units built prior to 1978 contain the highest potential for lead paint hazards. These are all challenges to low income families and elderly residents, both as homeowners and renters, as well as owners of rental property. The home valuations of the housing stock in the five county area indicated that 3,660 or 10% of the homes are valued under \$50,000.^{vii} It can be assumed that most homes valued under \$50,000 will require some rehabilitation or maintenance work.

Affordability Challenges. Both homeowners and renters face affordability challenges in housing. With 10.94% of the population below poverty, the homeowners and the renters both struggle with different needs; however it is the goal of the NEIRHTF to meet the demands for both. The NEIRHTF has provided rehabilitation assistance to many elderly and handicap/disabled households and 55% of the funded projects have been to assist the elderly and handicap/disabled households. It is a struggle for those on fixed incomes to maintain their homes and since 2009, 56% of the funded NEIRHTF projects have been to households whose income is below 30% of the Statewide Income Limits.

The challenges that the renter may encounter is the challenge to find a decent, safe and sanitary unit for a reasonable rent. The landlord struggles to maintain the housing units because the rent amounts may not cover the cost of: insurance, property tax and possibly a mortgage payment. In the five county region there are 6,888 occupied units paying rent and 2,420 pay less than \$500 and 3,878 pay \$500 to \$999 for rent.^{viii} The fair market rent for a 2 Bedroom apartment is \$619 (includes utilities), according to HUD's Fair Market Rents. The median rent is \$574 for the five counties.^{ix} The NEIRHTF will provide 3% loans for landlords to help with rehabilitation needs. The landlords must then keep the rent affordable during the five-year term and the units must meet HUD's Housing Quality Standards for the life of the loan. These loans help the landlord with much needed repairs and will ensure affordable rents for their tenants. The NEIRHTF has provided rehabilitation assistance to non-profit landlords to help cover the maintenance issue costs. The NEIRHTF has provided assistance for tub cut outs, roofs and windows.

Priorities/Preferences:

The Northeast Iowa Regional Housing Trust Fund will assist individuals, non-profit and for-profit owners in rehabilitation, repair, and creation of projects that improve the condition of both rental and owner occupied affordable housing in the five-county region. Additional assistance will be available for first-time homebuyers for down payment, closing costs and, if necessary, rehabilitation in conjunction with home purchase. Projects and activities funded will serve households with incomes less than 80% of the HUD or owner-occupied income, depending on unit ownership. At least 30% of the distributions will be used to benefit extremely low-income households (households with less than 30% of the designated owner-occupied income).

- Priority will be given to projects addressing repair and rehab issues in our aging housing stock that benefit low income level residents. (i.e. plumbing, electrical, roofing, structural, energy efficiency, lead paint issues and handicap accessibility). The Board will consider both owner-occupied and rental properties, with loan details varying depending on the applicant's situation, as detailed in the program guidelines.
- By assisting first-time homebuyers with the biggest hurdle to homeownership: down payment and closing costs, the NEIRHTF hopes to increase the homeownership rate, especially among lower income and minority households, and to revitalize and stabilize communities.
- The Northeast Iowa Regional Housing Trust Fund has a policy in place that offers funding to each county for community housing needs assessments to be completed. So far four of the five counties have taken advantage of that funding and are either working on a survey or have had it completed. In addition to the comprehensive studies, the board can immediately begin to identify needs through the following:

- ▶ Homelessness survey information. Partnering with the Northeast Iowa Housing and Homeless Alliance, Cedar Valley Friends of the Family and other community agencies whose mission it is to assist the homeless, to determine need and appropriate type of assistance for this population.
- ▶ Transitional housing needs. Partnering with Parent Share and Support, Helping Services for Northeast Iowa, Living Stone and other community agencies to determine suitable and feasible assistance.
- ▶ Minority housing issues. Partnering with various diversity representatives from area agencies such as Opportunity Homes, Emergency Management Coalition and the Decorah Faith Coalition to identify areas in which we can feasibly assist. Opportunity Homes works with disabled persons and the Emergency Management and Decorah Faith Coalitions have been assisting the minority populations in Allamakee and Winneshiek counties.

Priorities may change as new needs are identified and as the fund grows, more resources can be dedicated to larger projects and larger financial considerations.

Collaboration:

Working with the five County Boards of Supervisors, economic development professionals from each county, and the Mayors and Councils of the supporting communities, the Northeast Iowa Regional Housing Trust Fund will establish relationships with several agencies in the region that provide affordable housing and related services. These agencies include Northeast Iowa Community Action Corporation Services (Housing Program, Low Rent, CACFP, Health, Community Outreach, Transportation, Energy, FADSS), Upper Explorerland Regional Planning Commission and IFA.

The NEIRHTF will also seek to partner with other public and private human services providers such as the Northeast Iowa Housing and Homeless Alliance, Cedar Valley Friends of the Family, Helping Services for Northeast Iowa, the Good Samaritan Society, Parent Share and Support, Keystone Area Education Agency, NE Iowa Behavioral Health, the Department of Human Services, USDA Rural Development, and the County Extension Offices to identify residents with greatest needs, as well as spread the word about the Trust Fund.

Iowa State University Extension Community Development Field Specialists will continue to assist with board development training and land use planning consultations. The board will partner with the Iowa Finance Authority (IFA) as a source of funds so that developers and county residents may receive information on, and participate in, agency programs such as; the HOME Program, Single Family Construction Loan Financing, Multifamily Preservation Loan Program and Main Street Revitalization Loan Programs.

Area Benefit:

The mission of the NEIRHTF is to ensure that residents in the five-county region have access to well-maintained, safe and affordable housing. The Housing Assistance Plan will encourage this to happen. The main benefit to the area will be to improve the housing stock by providing much needed funds for home rehabilitation for those who may otherwise be unable to secure funds from traditional sources. The plan will also improve the quality and accessibility of home ownership for the region's residents, provide assistance to young families, and perhaps allow seniors to remain longer in their homes. The rehabilitation of homes will add to the number of available housing units and slow the deterioration of the existing units. The NEIRHTF provides an opportunity to bring all geographic, social and economic strata of the region together for a united cause and restore pride in our communities and counties. By addressing low income housing issues, the quality of life for all the region's residents will improve.

Program Guidelines:

Types of projects/activities:

- Eligible properties include both owner-occupied and rental units in the region.
- Eligible projects include first-time homebuyer assistance, and rehabilitation and repairs of existing housing, including, but not limited to: plumbing, electrical, roofing, structural, energy efficiency, lead paint issues and handicap accessibility.
- Applicants who live in mobile homes need to own the land the home is on, be permanently affixed to a foundation and taxed as real estate to receive assistance.

Types of investments:

- The NEIRHTF will consider financial assistance in the form of partial funding or full funding depending on the project and borrower circumstances.
- The NEIRHTF will finance projects through loans, both forgivable and non-forgivable. Type of loan and interest, if any, will be based on borrowers' income, assets and medical expenses for elderly or handicap and disabled. Payments may be deferred or amortized as fits the circumstance.

Terms/Conditions:

- Affordability period will be scaled to the level of assistance provided, initially five years. A mortgage, receding forgivable or repayable, will be required as security.
- Loan will be required to be paid in full if occupancy or ownership conditions change during the loan term.
- We will not fund applicants that have life leases or who are buying the home on contract.
- Any applicant who currently has a loan through our program will not be able to receive assistance again until the current loan is paid off.
- Applicants may only receive funds once every two years based on project completion date, if qualifying for a forgivable loan.
- Inspections, upon completion of the proposed project, will be required.
- To be eligible for first-time homebuyer assistance, individuals must be interested in purchasing single family housing. A first-time homebuyer is defined as an individual and his or her spouse who have not owned a home during the three-year period prior to the purchase of a home with this assistance. NEIRHTF funds may be used to purchase one- to four- family housing, condominium unit, cooperative unit, or manufactured housing. Rehabilitations, if necessary, must be completed within one year of the home purchase.

Funding Limits:

- The Board approved all projects can be funded up to \$10,000.

Income Limits:

- Any applicant for funding will be required to demonstrate the benefit to low income (<80% of the greater of: the owner-occupied income limits as periodically published by IFA or the owner-occupied limits as published annually by HUD. For rental projects <80% of the statewide owner-occupied limits)
- The NEIRHTF will work to ensure that at least 30% of the eligible projects benefit extremely low income (<30% of the greater of: the owner-occupied income limits as periodically published by IFA, or the statewide owner-occupied limits as published annually by HUD. For rental projects <30% of the statewide owner-occupied limits) residents by partnering with cooperating agencies such as Parent Share and Support, Northeast Iowa Community Action Coalition, Northland Agency on Aging, Upper Explorerland Regional Planning Commission,

Habitat for Humanity, and Helping Services for Northeast Iowa to obtain referrals and distribute NEIRHTF program information.

Eligibility Requirements:

- Owner-occupied requirements: Applicant must occupy the property as their primary residence and maintain the improvements for the life of the loan. Property must comply with health and safety codes. For rehabilitation and repair projects, applicant must have title at time of application. Taxes and insurance must be current. Homeowners that are purchasing the home on contract are not eligible.
- Rental requirements: Units must be rented to households with incomes not more than 80% of the statewide owner-occupied limits. All dwelling units must rent at or below the region's FY FMR as determined by HUD throughout the life of the loan. Applicants may be required to provide matching funds toward the project cost. Units must, at the completion of project, meet Sec. 8 Housing Quality Standards and comply with all applicable local health and safety codes. Taxes and insurance must be current.

Underwriting Requirements:

- Applicants must demonstrate the capacity to complete the project and provide sufficient documentation supporting the feasibility of a proposed project.
- Applicants will be required to obtain two estimates from the entity providing the improvement to the property and the trust fund will pay the provider of the improvement directly.
- Contractors that participate in our program need to be Lead Safe Renovators and a Registered Contractor with the state of Iowa.
- Plumbers and Electricians must be licensed with the state.
- Down payment assistance shall be allowed only for the purchase of a primary residence by means of a fully amortized mortgage loan from a regulated lender featuring a rate of interest that is fixed for at least 5 years and that has a term not to exceed 30 years. The maximum assistance is 10% of the purchase price and cannot exceed \$10,000. This includes closing and appraisal costs. Proof of financing and copy of purchase offer required prior to approval.

Leverage Requirements:

- In some cases, applicants may be required to provide matching funds toward the project. Borrower income level, circumstance, need, and project scope will all be considered.

Administration:

- The NEIRHTF plans to utilize the services of Upper Explorerland Regional Planning Commission to administer the program. This will include accepting applications, verifying eligibility, project coordination, and managing the distribution and collection (if required) of payments.

Fundraising:

The Northeast Iowa Regional Housing Trust Fund Board, with assistance from Upper Explorerland Regional Planning Commission will also continue to apply to the Community Foundations of Northeast Iowa and its regional affiliates and will continue to research other funding sources. We will also be meeting with local developers and other community leaders to raise matching funds. Through UERPC, the NEIRHTF intends to meet with communities to address matching funds from each using a variety of sources, for example: Infrastructure improvements, TIF, Enterprise Zone, Brownfields, favorable loan programs, employer assisted housing, Equity contributions, and 25% in-kind and the potential for per capita funding from each city based on population. The Federal Home Loan Bank, Federal Housing Administration (FHA), United States Department of Agriculture (USDA), the Department of Housing and Urban Development (HUD), and the Iowa Economic Development Authority (IEDA) are also potential

future funders of the trust, given the broad availability of grant and loan programs administered through these entities. The Northeast Iowa Regional Housing Trust Fund will explore these avenues to ensure continued funding and growth of the organization.

Extremely Low-Income Needs:

Nearly 8% of the region's population falls into the extremely low-income category. The region has a waiting list for Section 8 housing, not because of the lack of units, but rather because of the lack of qualified units. The NEIRHTF hopes to provide incentive for landlords to make rehabilitation and repair investments on their rental properties. Most elderly residents are on fixed incomes, and unlike younger residents, have no potential to increase that income over time. These residents will have a place to turn for financial assistance to ensure that needed repairs are completed, and homes remain safe and decent for our elderly population. At least 30% of the Trust Fund's distributions will be targeted to assist the extremely low-income needs of the region. Each year the NEIRHTF has exceeded that goal, on average 65% of the distributions are to those under 30% of the Statewide Income Limits.

Continuum of Housing Needs:

The Northeast Iowa Regional Housing Trust Fund plans to address the continuum of housing needs from homelessness, to transitional, to rental, to homeownership not only by implementing the Housing Assistance Plan, but also by partnering with other regional agencies whose mission it is to address housing needs at each level. The region has a local Continuum of Care planning body in the area, the Northeast Iowa Housing and Homeless Alliance. This Alliance is a cooperative network comprised of non-profit organizations, community and church groups, local government representatives, public housing, law enforcement agencies, businesses, hospitals and area service providers; it meets on a regular basis to discuss homeless needs in Allamakee, Bremer, Buchanan, Butler, Chickasaw, Clayton, Fayette, Howard and Winneshiek counties. There are currently 144 entities represented. The Northeast Iowa Housing and Homeless Alliance meet 3-4 times per year in West Union, IA, which is centrally located within the nine counties of the Alliance. Special committees meet on an additional basis throughout the year.

Conclusion:

In conclusion, the Northeast Iowa Regional Housing Trust Fund is a strong organization with the mission of providing access to well-maintained, safe and affordable housing in both the rural and urban areas of the Northeast Iowa counties of Allamakee, Clayton, Fayette, Howard and Winneshiek. Through strong collaboration with area agencies and governments, the low-income residents of these four counties will have access to many programs to ensure improved homes, improved health, and overall, improved lives, regardless of their position on the continuum of housing needs.

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- ⁱ. U.S. Census Bureau: American Fact Finder, Population
 - ⁱⁱ. U.S. Census Bureau: American Fact Finder, Income
 - ⁱⁱⁱ. U.S. Census Bureau: American Fact Finder, Poverty and Age
 - ^{iv}. U.S. Census Bureau: American Fact Finder, Income
 - ^v. U.S. Census Bureau: American Fact Finder, Housing
 - ^{vi} U.S. Census Bureau: American Fact Finder, Housing
 - ^{vii} U.S. Census Bureau: American Fact Finder, Housing
 - ^{viii} U.S. Census Bureau: American Fact Finder, Housing
 - ^{ix} U.S. Census Bureau: American Fact Finder, Housing
 - ^x U.S. Census Bureau: American Fact Finder, Income