

Memorandum



CITY OF DALLAS

DATE November 4, 2022

TO Honorable Mayor and Members of the City Council

SUBJECT **Monthly Developer's Pre-submission Meeting on Housing Department's Notice of Funds Availability (NOFA) Application Process**

The purpose of this memorandum is to provide you with an update on the Department of Housing & Neighborhood Revitalization's (Department) monthly Developer meetings.

The Department's development division administers the Standing Notice of Funds Availability (NOFA) to promote the development of mixed-income, affordable, attainable, and equitable housing opportunities throughout the City. The NOFA provides increased flexibility to the developer community to access gap financing through available funding sources. Developers may submit applications for affordable rental, for-sale, and housing for persons experiencing homelessness at any given time of the year. As applications are received, they are evaluated by staff, underwritten by a third party, and if recommended for funding, projects are submitted for City Council approval.

In an effort to provide ongoing technical assistance and community engagement with the development community, including minority and smaller developers, a virtual meeting is held every 4th Tuesday of each month from 2-4 p.m. The meeting format is held live via Microsoft Teams with Housing staff. This forum provides one-on-one interaction along with a step-by-step explanation of the NOFA application process, scoring rubric, funding sources, eligible expenditures, and City processes.

Additional awareness and engagement efforts with the development community include monthly reminder emails to the Housing Policy Task Force listserv, engaging with stakeholder groups, and one-on-one meetings with developers. Listed below are details on how developers can access the monthly meeting. This information is also posted on the Department's [NOFA website](#).

Developer Monthly Meeting details

Held every 4th Tuesday of each month from 2-4 p.m.

Via Microsoft Teams - [JOIN MEETING](#)

Meeting ID: 270 068 143 783

Passcode: XMYjMc

Call In: (Audio Only)

+1 469-217-7604 / 995887406# United States, Dallas

Phone Conference ID: 995 887 406#

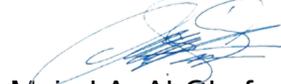
For specific questions contact HousingNOFA@dallas.gov

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If developers are unable to attend, a pre-recording of the meeting is available on the [NOFA website](#) to be viewed at their leisure along with staff contact information, should there be any questions.

For additional details please contact David Noguera, Director of the Department of Housing & Neighborhood Revitalization at David.Noguera@dallas.gov or 214-670-3619.



Majed A. Al-Ghafry, P.E.
Assistant City Manager

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Deputy City Manager
Jon Fortune, Deputy City Manager

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors