



**Texas Housing Trust Fund  
2023 Amy Young Barrier Removal Program  
Notice of Funding Availability  
Published October 27, 2022**

**1. Summary**

- a. The Texas Department of Housing and Community Affairs (the Department) announces a Notice of Funding Availability (NOFA) of approximately \$1,527,899.40 for the 2023 Amy Young Barrier Removal (AYBR) Program funded through the Texas Housing Trust Fund (Texas HTF). The funds include \$1,388,999.45 in Project Costs, and \$138,899.95 in Administrative funds. These funds will be made available to AYBR Reservation System Participants, with a current Reservation System Participation (RSP) Agreement.
- b. The availability of these funds are subject to the AYBR Program rules, including, but not limited to the following Texas Administrative Code (TAC) rules in effect at the time of submission of a Reservation, Title 10, Part 1, Chapter 1, Administration; Chapter 2, Enforcement; Chapter 20, the Single Family Programs Umbrella Rule; Chapter 21, the Minimum Energy Efficiency Requirements for Single Family Construction Activities; Chapter 26, the Texas Housing Trust Fund Rule; and Tex. Gov't Code §2306; and the Texas Grant Management Standards (TXGMS). Administrators should familiarize themselves with all rules governing the AYBR Program, and must follow the processes and procedures as required by the Department's Reservation Agreement, Program Manual, forms, and this NOFA.
- c. Capitalized terms in the NOFA have the meanings defined herein, or as defined in State Rules.
- d. If changes to the RSP Agreement are required during the term of the agreement due to required changes in State law, the Department may initiate an amendment process to ensure compliance.

- 2. Source of Funds.** Funds totaling \$1,527,899.40 are made available for eligible Activities under the AYBR Program through State of Texas General Revenue 2023 appropriation to the Texas HTF. The Biennial Texas HTF Plan detailing the allocation funds may be reviewed on the

TDHCA website at <https://www.tdhca.state.tx.us/htf/background.htm>. The Department, in its sole discretion, may also release unallocated Texas HTF funds, deobligated funds, or Program Income, as allowable and available, under this NOFA. The Department, in its sole discretion, also reserves the right to cancel or modify the amount available in this NOFA.

**3. Eligible Activities.** The AYBR Program provides one-time grants of up to \$22,500 to Persons with Disabilities in a Household qualified as Low-Income. Grants are for home modifications that increase accessibility and eliminate life-threatening hazards, and correct substandard conditions. Specific program guidelines can be found at 10 TAC Chapter 26, Texas Housing Trust Fund Rule, Subchapter B, Amy Young Barrier Removal Program.

**4. Limitation on Funds**

a. Funding under this NOFA will be available through the Reservation System to AYBR Administrators with an active RSP Agreement. Applications to request an RSP Agreement are accepted on an on-going basis. Applicants requesting an RSP Agreement must submit a completed AYBR Reservation System Access Application, including all required documentation and associated application materials.

b. Each Administrator that completes an AYBR Project may be eligible to receive funding for reimbursement for Administrative costs in an amount not to exceed 10% of the Project Funds expended on the Activity. This allowance is referred to as an Administration Fee in at 10 TAC §26.21. This should not be construed to mean that Administrative funds must be paid to an Administrator as a flat fee; Administrators must retain documentation of having incurred eligible Administrative expenses in an amount equal to or exceeding the request for reimbursement of Administrative expenses in accordance with the requirements for subrecipients in TXGMS.

**5. Regional Allocation.** To promote the geographic dispersion of AYBR Program funds, the funds will be made available in three phases in each Uniform State Service Region and in each region's rural and urban subregions. Each subregion will receive adequate funding for at least two Activities per subregion. Refer to Table 1: Regional Allocation for Amy Young Barrier Removal. For a map of State Service Regions and a list of rural and urban places, please visit the Program website: <http://www.tdhca.state.tx.us/htf/single-family/amy-young.htm>.

<b>State Service Region</b>	<b>Project and Admin Funds for Urban Subregion</b>	<b>Project and Admin Funds for Rural Subregion</b>	<b>Total Available in Region</b>
<b>1</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>2</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>3</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>4</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>5</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>6</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>7</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>8</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>9</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>10</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>11</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>12</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>13</b>	\$68,030.72	\$49,500.00	\$114,891.23
<b>Total</b>	<b>\$884,399.40</b>	<b>\$643,500.00</b>	<b>\$1,493,586.00</b>

**6. Allocation of Funds**

- a. Approximately \$1,388,999.45 in Project funds and \$138,899.95 for Administrative funds are available through the AYBR Program Reservation System subject to the limitations outlined in Section 4 of this NOFA.
- b. Funds will be available under each Uniform State Service Region by subregion (Rural and Urban) beginning on **Tuesday, December 13, 2022, at 10:00 a.m. Austin local time** until **Monday, February 13, 2023, at 5:00 p.m. Austin local time**. Administrators may have not more than five (5) Reservations per sub-region during this phase. Closed and canceled activities shall not constitute a Reservation for the purposes of this limitation.
- c. Remaining funds available within each subregion will be combined and made available by region beginning on **Tuesday, February 14, 2023, at 10:00 a.m. Austin local time**, until **Monday, April 3, 2023, at 5:00 p.m. Austin local time**. Administrators may have not more than ten (10) Reservations per region during this phase. Closed and canceled activities shall not constitute a Reservation for the purposes of this limitation.
- d. Remaining funds available within each region will be combined and made available in any Uniform State Service Region beginning on **Tuesday, April 4, 2023, at 10:00 a.m. Austin local time**. Administrators may have not more than fifteen (15) Reservations during this phase. Closed and canceled activities shall not constitute a Reservation for the purposes of this limitation.

- e. Funds not reserved on or before August 31, 2023, at 5:00 p.m. Austin local time may be reprogrammed for use to other HTF activities.
- f. Except as limited in this NOFA or by statute, the Department may reprogram funds at any time to the AYBR Reservation System, or to administer directly.
- g. An alternative timeline and method of releasing funds may be implemented, at the Department's sole discretion. Subsequent changes to the timeline or method of release will be published on the Department's website. However, failure to do so will not invalidate reservations that are otherwise made in accordance with this NOFA.
- h. Additional Program funding may become available from time to time due to cancellation or disapproval of previously submitted Reservations. Updated Reservation balances, which may include additional funding, are available for review on the Department's website as described in paragraph (g) below. Funds may be made available at any time.
- i. Updated balances for the AYBR Reservation System may be accessed online at <https://www.tdhca.state.tx.us/htf/single-family/amy-young.htm>. Reservations of funds may be submitted at any time during the term of a RSP Agreement, as long as funds are available in the Reservation System. Participation in the Reservation System is not a guarantee of funding availability.

## 7. Eligible and Ineligible Applicants

- a. Eligible Applicants include Units of General Local Government, Nonprofit Organizations, Public Housing Authorities, Local Mental Health Authorities, and Councils of Government.
- b. Ineligible Applicants include Participating Jurisdictions (i.e., cities and counties) that receive a direct award of HOME funding from the U.S. Department of Housing and Urban Development, unless during the prior state fiscal year there was not another AYBR Administrator in the Participating Jurisdiction. HOME Participating Jurisdictions may consult with Program staff to determine their eligibility to apply for an AYBR Reservation Agreement.
- c. Applicants are required to familiarize themselves with the Department's certification and debarment policies prior to application submission.

## 8. Application Submission

- a. The Department will accept applications for the Reservation System on an ongoing basis. **Applications for the Reservation System are to be submitted as an upload to the Department's FTP server in the format requirements detailed in the RSP Application.**
- b. Applicants must submit a completed Application, required documentation, and associated application materials, as described in this NOFA and as detailed in the RSP

Application. All scanned copies must be scanned in accordance with the guidance provided in the RSP Application.

- c. All Application materials including manuals, this NOFA, program guidelines, and applicable AYBR Program rules are available on the Department's website at <https://www.tdhca.state.tx.us/htf/single-family/amy-young.htm>. Applications will be required to adhere to the AYBR Rule and threshold requirements in effect at the time of the Application submission. Applications must be on Application forms published online at the above reference site provided by the Department which cannot be altered or modified, and must be in final form before they are submitted to the Department.
- d. This NOFA does not include text of the various applicable regulatory provisions that may be important to the AYBR Program. For proper completion of the Application, the Department strongly encourages potential Applicants to review the State regulations, and contact the Single Family and Homeless Programs Division for guidance and assistance.

#### **9. Application Selection Process**

- a. All Applicants will be subject to a Previous Participation Review by the Department as outlined in 10 TAC Chapter 1, Subchapter C.
- b. Audit Requirements. All Applicants are subject to the requirements of 10 TAC §1.403, concerning Single Audits.
- c. Pursuant to Tex. Gov't Code §2306.1112, the Executive Award and Review Advisory Committee will make recommendations to the Board regarding funding and allocation decisions.

#### **10. Dispute Resolution/Appeal**

- a. The Department encourages the use of alternative dispute resolution in accordance with Tex. Gov't Code §2306.082, and as described more fully in 10 TAC §1.17.
- b. An Applicant may appeal decisions made by staff in accordance with 10 TAC §1.7.

For questions regarding this NOFA, please contact the Single Family and Homeless Programs Division via email at [HTF@tdhca.state.tx.us](mailto:HTF@tdhca.state.tx.us).