



Los Angeles County Affordable Housing Solutions Agency

Notice of Funding Availability for **Partners to Administer Buyer-Side Homeownership Assistance**

October 19, 2026

NOFA RESPONSES DUE BY:

*5:00 p.m. (Pacific Time) on
Friday, November 20, 2026*



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1. OVERVIEW

A. Introduction

This Notice of Funding Availability (“NOFA”), issued by the Los Angeles County Affordable Housing Solutions Agency (“LACAHS” or the “Agency”), represents one of the first major funding opportunities LACAHS has offered for the purpose of expanding affordable homeownership across Los Angeles County (the “County”), and is released concurrently with a companion NOFA for Production-Side Assistance. Together, these two opportunities embody the mission, vision, and purpose of the Agency: to open pathways to sustainable, affordable homeownership for low- and moderate-income households using new strategies and new resources. LACAHS’s assistance is not intended to be duplicative of the County’s existing homebuyer assistance landscape; it is intended to complement, rather than compete with, the mortgage finance channels and first-time homebuyer programs that already serve income-qualified purchasers, and to scale up tools that have been proven at a smaller scale.

Rather than originate and service home mortgage loans itself, LACAHS intends to deploy capital through the local public agencies, nonprofit organizations, and other mission-driven partners that already have the structure, capacity, and community relationships to reach homebuyers directly. What follows in this NOFA is a detailed description of the tools LACAHS has designed—in collaboration with community stakeholders and its consultants and legal counsel—to directly assist homebuyers (“Buyer-Side Assistance”), and the corresponding opportunity for prospective partners to propose creative structures that combine these tools, match them with their own capital, and put them to work for households who need them most.

Because a major goal is to maximize the impact of limited public resources, this NOFA favors structures that recycle public investment through recapture and shared-appreciation terms, so that each dollar of assistance can serve not only today’s buyer but the next income-qualified household as well.

LACAHS invites a diverse range of entities whose proposals reflect the full range of the Agency’s buyer-side strategies—from closing cost assistance that carries mortgage-ready households over the final liquidity hurdle, to interest-rate buydowns that reduce monthly mortgage payments, to shared-appreciation structures that provide deep affordability while preserving public resources to assist future buyers—to apply for a contract award under this NOFA (“Applicants”). LACAHS looks forward to the proposals and long-term partnerships that this funding opportunity will inspire.

B. Background

LACAHSA is a newly formed independent regional governmental agency that is charged with increasing the production of affordable housing, preserving existing affordable housing stock, and protecting low-income tenants from eviction and displacement throughout Los Angeles County. LACAHSA was created by the California Legislature in 2022 through the Los Angeles County Regional Housing Finance Act (Senate Bill 679, codified at Cal. Government Code sections 64700 et seq.),¹ which establishes legal requirements for the distribution of LACAHSA's revenues. In November 2024, the County's voters passed Measure A, a half-cent sales tax to fund homelessness and homeless prevention programs. Measure A is anticipated to raise approximately \$1.1 billion in annual revenue, and 35.75% of that revenue—estimated to be approximately \$393.25 million—must flow to LACAHSA.

Measure A's transactions and use tax became effective on April 1, 2025, and LACAHSA has begun to receive monthly tranches of revenue from the tax. A portion of this revenue is dedicated to LACAHSA for the purpose of creating new units of affordable housing or deepening/preserving the affordability of existing housing stock. LACAHSA is looking to quickly deploy these revenues for their intended purposes.

LACAHSA is governed by a 22-member Board of Directors (the "Board"), with 21 voting members. The Board consists of local government representatives and housing industry experts. Under SB 679, the Board must approve LACAHSA's contract awards. The Board has formed an Investment Review Committee ("IRC") consisting of nine of its members and two members of LACAHSA's Citizens' Oversight Committee to establish policies related to housing investments and make recommendations to the Board on projects to fund. The IRC will consider applications under this NOFA and make recommendations to the Board. The final decision to select financing partners is within the sole and absolute discretion of the Board.

C. NOFA Timeline

Following are key dates related to the NOFA process:

Event	Date
Proposed Products Presented to IRC for Feedback	June 25, 2026
Public Listening Sessions Regarding Proposed Products	July 22 and August 5, 2026
Public Comment Deadline	August 17, 2026
Program Q&A Released and Posted to LACAHSA Website	August 28, 2026
Product Term Sheets and Draft Selection Criteria Released	September 14, 2026
Homeownership NOFA released for applicant review	October 19, 2026
Homeownership NOFA application portal opens for submissions	October 30, 2026
NOFA Responses Due	November 20, 2026
Publish Applicants' Self-Scores (proposed)	December 11, 2026
Publish Scoring and Ranking for Applicants that Met Threshold (proposed)	December 18, 2026
Applicant Comments, Interviews (if needed)	January 4 to January 15, 2027
Publish Applicants Recommended for Awards to the IRC (proposed)	January 27, 2027
IRC Meeting to Make Recommendations to Board (proposed)	February 2027
Board Approval of Final Awarded Proposals; Awardees Notified (proposed)	February 2027

D. Important Resources

All contracts awarded by LACAHSA are subject to the legal requirements of SB 679 and Measure A. LACAHSA cannot grant exceptions to such legal requirements under any circumstances. Applicants should

¹ This NOFA refers to the Act as SB 679. These references are intended to refer to the codified sections, as amended through subsequent legislation.

familiarize themselves with SB 679 and Measure A.² Even if not explicitly set forth in this NOFA or in an eventual agreement, the requirements will nonetheless apply to the use of LACAHSAs funds.

The LACAHSAs Board has adopted Program Guidelines that contain additional LACAHSAs policies and guidance, as well as relevant applications and interpretations of the legal requirements governing LACAHSAs funding. The current version is the FY 2026-27 Program Guidelines, available on LACAHSAs website at: <https://lakahsa.gov/agendas-and-documents/>.

The LACAHSAs Board has also adopted an Annual Expenditure Plan, which sets forth the eligible uses of LACAHSAs revenues. The Annual Expenditure Plan is also available on LACAHSAs website.

E. Public Integrity

As a government agency, LACAHSAs transactions are subject to state laws related to public integrity and conflicts of interest. Applicants will be held to strict ethical standards. The Levine Act (Government Code section 84308) may apply to the initial Contract Award (defined below) and subsequent Project-specific funding decisions under this NOFA. As further provided herein, Applicants will be required to disclose, as part of the application process, any campaign contribution of more than \$500 made within the 12 months preceding LACAHSAs decision by the Applicant or its agent to any member of LACAHSAs Board or other officer of LACAHSAs covered by the Levine Act (each, a “LACAHSAs Officer”), and such contributions may require the recipient LACAHSAs Officer to disclose the contribution and/or be disqualified from participation. Additionally, during the pendency of the proceeding and for 12 months following the final decision, Applicants may not make contributions of more than \$500 to a LACAHSAs Officer, and an Applicants agent may not make a contribution in any amount to a LACAHSAs Officer. Please see [EXHIBIT C](#) for more information on required disclosures.

2. PROGRAM DESCRIPTION

A. Authorizing Legislation and Regulations

LACAHSAs was created, and its governing regulations were established, pursuant to Senate Bill 679 (SB 679; September 2022) stipulating the addition of Title 6.9 (commencing with Section 64700) to the Government Code. Funding to LACAHSAs includes funds directed to LACAHSAs pursuant to the Los Angeles County, California Measure A, Sales Tax Measure (November 2024).

B. LACAHSAs PPO Program

Pursuant to SB 679 and Measure A, at least 60% of LACAHSAs revenues must be used for “PPO”: the *production* of new affordable housing units, the *preservation* of existing affordable units (or conversion of existing units to affordable units), and programs for affordable home *ownership*. Of this amount, at least 77.25% must go to production or creation of new or affordable housing units, as defined in the PPO guidelines.

² SB 679 is codified at Government Code section 64710 through 64832, available here:

https://leginfo.ca.gov/faces/codes_displayexpandedbranch.xhtml?tocCode=GOV&division=&title=6.9.&part=1.&chapter=&article=&goUp=Y. Measure A is codified as Ordinance 2024-0062 and is available here: https://file.lacounty.gov/SDSInter/lac/1183984_MeasureAOrdinance.pdf.

Funds under the PPO category are split between LACAHSAs and 13 Eligible Jurisdictions,³ with 70% passing through to the Eligible Jurisdictions and 30% remaining with LACAHSAs. A portion of the 30% LACAHSAs share will be used to secure debt to accelerate immediately available funds. This NOFA reflects funding available to LACAHSAs from this 30% share.

The purpose of the PPO Program is to leverage Measure A revenues to find efficient, sustainable, and innovative ways to increase the affordable housing stock within the County. This NOFA advances that purpose on the ownership side. It seeks to expand access to affordable homeownership for low- and moderate-income households by deploying capital through experienced local partners, complementing rather than duplicating existing homebuyer assistance, reaching households and communities that current programs do not fully serve, and structuring assistance so that public investment can be recaptured and recycled to serve future buyers.

For more information on the PPO Program, please see Section 2 of LACAHSAs FY 2026-27 Expenditure Plan & Agency Strategy and the FY 2026-27 Program Guidelines, both available on LACAHSAs website at <https://lacahsa.gov/agendas-and-documents>.

C. Eligible PPO Uses; LACAHSAs Homeownership Program

Eligible uses of LACAHSAs funds (the “Eligible Uses”) are set forth in the Eligible Uses section of LACAHSAs FY 2026-27 Annual Expenditure Plan (pages 24-45). Measure A Section 29B directs 60% of LACAHSAs funding to Production, Preservation, and Ownership (“PPO”). Of that amount, 77.25% is mandated for new construction of affordable housing (“PPO-New Construction”), and the remaining 22.75% is a flexible category (“PPO-Flexible”) that “can be spent on any eligible PPO program including construction, preservation, acquisition, rehabilitation, homeownership, and rent and operating subsidies.”

The Buyer-Side Assistance funded under this NOFA is an eligible PPO-Flexible use. Government Code section 64830(d) authorizes LACAHSAs to distribute funds in the form of grants, loans, or other financing tools, and Government Code section 64830(d)(1)(B) authorizes programs that enable low- or moderate-income households to become or remain homeowners, including, but not limited to, downpayment assistance programs. Within this framework, LACAHSAs created a homeownership financing program (the “Homeownership Program”) comprising four separate products: three buyer-side products and one production-side product as shown in **Figure 1** below.

Figure 1. Homeownership Program Overview		
	Buyer-Side Assistance	Production-Side Assistance
Products	Closing Assistance <i>Down Payment Assistance Loan</i>	Homeownership Production Grant
	Monthly Payment Assistance <i>Interest-Rate Buydown Loan</i> <i>Principal-Reduction Loan</i>	
Primary Administrator	Local partners	LACAHSAs
Method of Selection/Funding	NOFA to prospective partners	NOFA to prospective partners, subsequent quarterly funding applications
Proportion of Available Funds	~2/3	~1/3

³ These include the County of Los Angeles; the Cities of Los Angeles, Long Beach, Glendale, and Santa Clarita; and the various regional Councils of Government within the County.

The eligible uses under this NOFA are the Agency’s three Buyer-Side Assistance products: the Down Payment Assistance Loan, the Interest Rate Buydown Loan, and the Principal-Reduction Loan—each as described in Section 2.D below and the *Buyer-Side Product Term Sheet and Scoring Framework* included as [EXHIBIT A](#) (the “Term Sheet”). LACAHSAs funds may be used to provide assistance to income-qualified, first-time homebuyers at or below 120% of AMI purchasing a primary residence located in Los Angeles County, and to pay the reasonable, capitalized administration fee associated with delivering that assistance. Applicants may propose to deliver one or more of these products, individually or layered, consistent with the sizing, sequencing, and repayment terms set forth in the Term Sheet.

Selection of partners for Production-Side Assistance will be conducted via a separate NOFA.

D. Buyer-Side Assistance Overview

Based on the Eligible Uses and consistent with extensive stakeholder engagement, including public listening sessions and comment on a separate Program Overview document, LACAHSAs has created three Buyer-Side Assistance Financing Products (each, a “Financing Product”) for which Applicants may apply.

The most common and widespread barrier to homeownership facing income-qualified buyers is the upfront liquidity required for down payment and closing costs. For some households, closing assistance is all that is needed to complete a purchase. Other households, however, also face a monthly payment affordability barrier. After the full down payment and closing costs are covered, the monthly payment on the remaining first mortgage exceeds what household income can sustainably support at current prices and interest rates. The Homeownership Program’s buyer-side products are, therefore, designed to be layered where necessary, rather than mutually exclusive. It is expected that nearly every assisted buyer would receive Closing Assistance (unless other sources contributed by the buyer reach the required 20% down payment), and the Mortgage-Payment Reduction products will provide additional subsidy where an Affordability Gap⁴ remains after Closing Assistance. Distinguishing which need is being subsidized is important to the structure and terms of each product and allows the Homeownership Program to provide the proper type and level of subsidy.

For this reason, there are two Buyer-Side Assistance product categories consisting of three products: **Closing Assistance**, offered as a Down Payment Assistance Loan product, and **Mortgage-Payment Reduction**, offered as an Interest-Rate Buydown Loan product and/or Principal-Reduction loan product. The products may be used individually or layered together within a single purchase, depending on the buyer’s need and the transaction. Where products are layered, assistance would be applied in a deliberate order:

1. The buyer’s own funds (the buyer will be required to contribute at least 2% of the purchase price as a down payment),
2. Any other non-LACAHSAs down payment assistance,
3. LACAHSAs DPA Loan,
4. LACAHSAs Interest-Rate Buydown Loan,
5. LACAHSAs Principal-Reduction Loan (used only where an Affordability Gap remains after 1-4).

Each Buyer-Side Assistance loan would be structured as a subordinate, zero-interest, deferred loan. No payments would be due during the loan term, and LACAHSAs would be repaid only when the home is sold, refinanced or transferred, or when the first mortgage is repaid or matures. Each buyer-side loan would be evidenced by a promissory note and secured by a subordinate deed of trust providing for repayment upon those triggering events, consistent with Measure A and Program Guidelines. For all Buyer-Side

⁴ Throughout this document, the term “Affordability Gap” refers to the difference between the monthly costs a household at a given AMI level can afford (assuming 30% of income is spent on housing costs) and what a homeownership unit costs.

Assistance, LACAHSa has elected the recapture approach described in Section 4.B. A restrictive covenant will be recorded against each assisted home and will apply during a fixed Affordability Period, stated as a number of years in the applicable Administration Agreement and form loan documents before any Buyer-Side Assistance is disbursed. Unless expressly permitted by the applicable loan documents, a sale or transfer during the Affordability Period will require repayment. Any permitted assumption must be limited to a subsequent buyer who satisfies the then-applicable income and primary-residence requirements. Each assisted home must be used as the buyer's primary residence. The Principal-Reduction Loan is structured as a shared appreciation loan. However, when Down Payment Assistance Loans and/or Interest-Rate Buydown Loans are combined with a Principal-Reduction Loan, the total amount of principal borrowed from LACAHSa and its matching agency partners will be combined into a shared-appreciation structure, as described in Section 4 below.

- 1. Closing Assistance.** The Down Payment Assistance Loan ("DPA Loan") addresses the upfront cash barrier, helping the buyer meet down payment and closing cost requirements. This is the most common form of assistance offered by existing local programs as this is the widespread need facing borrowers that are otherwise mortgage-ready. Because Closing Assistance is the first subsidy applied, the maximum DPA loan can be determined before the buyer's first mortgage is locked: the buyer brings 2% of the purchase price in cash to closing, other available DPA subsidy is applied next, and the assistance offered by LACAHSa and its matching agency partner fills the remainder up to 20% of the purchase price (including closing costs).

LACAHSa will not originate or service DPA Loans directly. Instead, it will deploy funds through partners selected under this NOFA ("Partners"): local agencies, nonprofits, and mission-driven organizations that already operate DPA programs or have the capacity to administer them. LACAHSa will contribute matching capital on a dollar-for-dollar basis with the selected partner and pay the Partner a reasonable, capitalized administration fee, paid upfront and subject to true-up upon sale or refinancing. The Partner will continue operating its program largely as it does today, making any adjustments required to comply with LACAHSa's guidelines, and will originate the assistance, monitor the loan, and administer repayment to LACAHSa when applicable. LACAHSa's funds will be advanced and repaid *pari passu* with the Partner's funds.

The DPA Loan will be sized within three guardrails:

- Total down payment from all sources—the buyer's own funds plus all assistance—would not exceed 20% of the purchase price (including closing costs), consistent with the cap used by the County's largest existing program (LACDA's Home Ownership Program) and consistent with industry standards.
- Buyers would be required to contribute at least 2% of the purchase price from their own funds; a meaningful buyer contribution is an essential component of successful homeownership programs and is consistent with existing local requirements. LACAHSa will consider proposals to account for homeowner "sweat equity" and volunteer participation toward this requirement.
- The Partner must provide at least a dollar-for-dollar match of LACAHSa's assistance, which may be satisfied with Partner funds, local government funds, philanthropy, bank grants, or other available funds. For the DPA Loan, this is structured as up to 9% of the purchase price from the Partner and up to 9% from LACAHSa (not to exceed \$75,000), together filling the remaining 18% of the down payment.

Simply put, the LACAHSAs DPA Loan formula is:

$$\text{Total Down Payment (up to 20\% of Purchase Price, including closing costs)} - (\text{Buyer Contribution of at least 2\%} + \text{Other Available DPA, including Local Agency match up to 9\%}) = \text{LACAHSAs DPA Loan (up to 9\% or \$75,000)}$$

Product terms are summarized in **Figure 2** below.

Figure 2. Summary of Terms: Down Payment Assistance Loan	
Borrower	Income-qualified first-time homebuyer household at or below 120% AMI per Program Guidelines; Assisted property must be the borrower's primary residence located in Los Angeles County; No non-occupant co-borrowers
Amount	Up to 9% of purchase price (including closing costs), not to exceed \$75,000 from LACAHSAs; Matched by Partner funds (though Partners may contribute more than 50% if able); Total down payment from all sources capped at 20% of purchase price (including closing costs); Minimum 2% buyer contribution
Rate/Payments	0% interest; Fully deferred; No monthly payments
Security	Subordinate deed of trust and promissory note, junior to first mortgage, with repayment pari passu to LACAHSAs and Partner.
Repayment	Principal due in full upon sale, refinance, transfer, repayment, or maturity of the first mortgage, consistent with Measure A and Program Guidelines; <i>the amount recaptured upon sale may not exceed the net proceeds from the sale</i>
Occupancy	Primary residence required
Delivery	Originated, serviced, and monitored by NOFA-selected Partners under their existing programs (adjusted as needed to comply with LACAHSAs guidelines) or otherwise using their existing capacity; Partner administers repayment to LACAHSAs; LACAHSAs pays Partner an administration fee

2. **Mortgage-Payment Reduction.** The Mortgage-Payment Reduction products provide additional subsidy where an Affordability Gap still exists after Closing Assistance. A monthly payment Affordability Gap exists where the household cannot support the monthly payment on the first mortgage that remains after the 20% down payment is accounted for. The total Affordability Gap can be determined as follows:

$$\text{Purchase Price} - \text{Total Down Payment (20\% of Purchase Price)} = \text{First Mortgage Needed}$$

$$\text{Supportable Monthly Payment} = 30\% \text{ of Household Monthly Income}^5 \text{ for PITI, HOA Fees, and Utilities}$$

$$\text{Monthly Payment on First Mortgage Needed} - \text{Supportable Monthly Payment} = \text{Affordability Gap}$$

The supportable monthly payment can then be converted into a supportable first-mortgage size. Therefore, the monthly payment on the supportable first mortgage equals the supportable monthly payment at the prevailing interest rate and a 30-year term. Two products are then available to close the gap between the first mortgage needed and the supportable first mortgage, applied in order: the Interest-Rate Buydown Loan ("IR Buydown Loan") first, and then, only where additional subsidy is still needed, the Principal-Reduction Loan ("PR Loan").

⁵ Calculation of household monthly income is based on the higher of a household's actual income or 80% AMI.

Interest-Rate Buydown Loan

Under the IR Buydown Loan, LACAHSAs would purchase discount points directly from the first-mortgage lender at closing, permanently reducing the interest rate on the buyer's first mortgage and, with it, the monthly payment. Each point generally costs 1% of the first-mortgage amount, with the rate reduction per point set by the lender (assumed in LACAHSAs's modeling to be 0.25%). Because a lower rate increases the mortgage principal amount a given income can support, the IR Buydown Loan stretches the buyer's purchasing power without increasing debt against the home beyond the cost of the points.

The loan would be sized as the cost of the points needed to reduce the monthly payment to the supportable level, though LACAHSAs expects there to be a limit to the number of points lenders will allow the Agency to pay. LACAHSAs's current modeling assumes a maximum of five points, reducing the interest rate by 1.25%.

The IR Buydown Loan would be sized as follows:

Cost of Discount Points Required to Reduce the Monthly Payment to the Supportable Level (subject to any rate floor and/or point maximum established by LACAHSAs and the Partner) = IR Buydown Loan Amount

Product terms are summarized in **Figure 3** below.

Figure 3. Summary of Terms: Interest-Rate Buydown Loan	
Borrower	Income-qualified first-time homebuyer household at or below 120% AMI per Program Guidelines; Assisted property must be the borrower's primary residence located in Los Angeles County; No non-occupant co-borrowers
Amount	Cost of discount points purchased at closing, paid directly to first mortgage lender; LACAHSAs and its Partner to determine any applicable rate floor and/or point maximum
Rate/Payments	0% interest; Fully deferred; No monthly payments
Security	Subordinate deed of trust and promissory note
Repayment	Principal due in full upon sale, refinance, transfer, repayment, or maturity of the first mortgage, consistent with Measure A and Program Guidelines; <i>the amount recaptured upon sale may not exceed the net proceeds from the sale</i>
Occupancy	Primary residence required
Sequencing	Used before any Principal-Reduction Loan; may be combined with the DPA Loan

Principal-Reduction Loan

The PR Loan is the Homeownership Program's deepest form of buyer assistance, used only where a gap remains after the buyer's own funds, down payment assistance, and a maximized interest-rate reduction buydown. The PR Loan directly reduces the first-mortgage principal the buyer must borrow, reducing the total monthly payment to the level affordable to a household earning the higher of 80% AMI or the household's actual AMI, after accounting for the buyer's contribution, the DPA Loan, and a maximized IR Buydown Loan.

Because it provides the deepest subsidy, use of the PR Loan changes how LACAHSAs assistance is repaid. When a PR Loan is part of a purchase, all LACAHSAs and Partner assistance in that purchase—DPA Loan, IR Buydown Loan, and PR Loan—is combined into a single subordinate, zero-interest,

deferred loan with shared appreciation terms. The total combined Partner/LACAHSAs Loan would be structured as a shared appreciation loan under which LACAHSAs and its Partner (as loan participant) are repaid principal plus a share of the increase in the home's value when the home is sold, refinanced, or the first mortgage is repaid (including through maturity). The LACAHSAs/Partner share of appreciation would be proportional to the combined investment (the LACAHSAs/Partner Loan divided by the purchase price of the home), capped at 50% so the homeowner always keeps at least half of the home's appreciation, in addition to all equity built through principal paydown and the value of their own down payment. For example, if combined LACAHSAs/Partner assistance equals 15% of the purchase price, LACAHSAs and its Partner would receive 15% of the home's appreciation at repayment and the homeowner would keep the other 85%; if combined assistance were ever to exceed 50% of the purchase price, the LACAHSAs/Partner share of appreciation would still be limited to 50%. Shared appreciation is the established structure among the County's largest existing programs and allows repaid funds to keep pace with home prices, so recycled subsidy retains its purchasing power for the next buyer.

This structure serves two purposes. It reserves the Homeownership Program's deepest level of subsidy for the households that truly need it to access homeownership, and it allows LACAHSAs and its Partner to recapture and recycle subsidy for future affordability while those households still purchase homes and build meaningful wealth.

To determine if a PR Loan is needed, affordability gap remaining after all other sources must be calculated:

$$\text{Purchase Price} - \text{Total Down Payment (Buyer Contribution + all DPA)} - \text{Supportable First Mortgage (after IR Buydown Loan)} = \text{PR Loan Need}$$

Product terms are summarized in [Figure 4](#) below.

Figure 4. Summary of Terms: Principal-Reduction Loan	
Borrower	Income-qualified first-time homebuyer household at or below 120% AMI per Program Guidelines; Assisted property must be the borrower's primary residence located in Los Angeles County; No non-occupant co-borrowers
Amount	Remaining affordability gap after buyer contribution, DPA, and maximized IR buydown (LACAHSAs contribution not to exceed \$175,000)
Rate/Payments	0% interest; Fully deferred; No monthly payments
Shared Appreciation	When a PR Loan is used, all LACAHSAs and Partner assistance (DPA Loan, any IR Buydown Loan, and the PR Loan) is combined into a single loan; At repayment, LACAHSAs and its Partner receive the combined principal plus a share of home appreciation equal to total combined LACAHSAs and Partner Assistance as a percentage of the original purchase price, capped at 50% of appreciation
Security	Subordinate deed of trust and promissory note
Repayment	Due in full upon sale, refinance, transfer, repayment, or maturity of the first mortgage; <i>the amount recaptured upon sale may not exceed the net proceeds from the sale</i>
Covenant	Recorded restrictive covenant with recapture provision per Measure A and Program Guidelines
Sequencing	Used only after the IR Buydown Loan is maximized; When used, all LACAHSAs buyer-side assistance in the purchase is consolidated into a single loan on these terms

Applicants are welcome to submit proposals for programs with deeper affordability than required by LCAHSA but will be required to secure the additional funds necessary to help eliminate financing gaps for buyers with incomes lower than LCAHSA requirements. Applicants proposing such deeper affordability will be required to demonstrate (e.g., via soft commitments) sufficient subsidy to support deeper affordability.

E. Available Funds

For fiscal year 2026-2027, the LCAHSA Board has approved a budget of \$344,434,654 for PPO uses, including multifamily rental housing and homeownership. Of that budget, the Agency has allocated an initial \$25,000,000 to launch the Homeownership Program, to be made available in two rounds: approximately \$15,000,000 at launch, followed by a second round of approximately \$10,000,000 six months later. LCAHSA anticipates an annual allocation of approximately \$7,000,000 to \$10,000,000 in subsequent years.

This NOFA solely provides funding for Buyer-Side Assistance, in the initial amount of \$16,700,000, representing approximately two-thirds of the initial \$25,000,000 homeownership allocation. The remaining one-third of funding is reserved for seller-side (production) assistance and will be made available to development partners through a separate solicitation. The total amount of funds, and final amounts available for each product, will be subject to updated revenue projections, final debt financing terms, LCAHSA Board approval and annual budget adoption, as well as the demand demonstrated by the responses to this NOFA. LCAHSA reserves the right to re-allocate funds between Production-Side Assistance and Buyer-Side Assistance, including for the purpose of addressing demand demonstrated by responses to the homeownership NOFAs.

F. Eligible Applicants

LCAHSA invites duly organized governmental agencies, nonprofit organizations, and other entities to apply for funding under this NOFA to administer Buyer-Side Assistance on the Agency's behalf. Because LCAHSA does not intend to originate or service homeownership loans itself, funding under this NOFA will be awarded to entities that have the existing capacity to originate, underwrite, service, and monitor buyer-side assistance in compliance with Measure A and the Program Guidelines. The legal entity applying for funding must be the entity that will enter into the funding agreement with LCAHSA and hold responsibility for administering the assistance, or must clearly identify the partner or subcontractor that will perform any function the Applicant does not perform itself.

Eligible Applicants include local public agencies (such as county and city housing departments, housing authorities, and housing finance agencies), nonprofit housing organizations, HUD-approved housing counseling agencies, community development financial institutions, and other mission-driven lenders. In all cases, Applicants must serve households at or below 120% of Area Median Income, consistent with the Program Guidelines.

Selection Preference. Because a central goal of the Homeownership Program is to extend the reach of Buyer-Side Assistance across the County without duplicating existing resources, the selection process will give preference to nonprofit organizations and other countywide entities that do not already receive significant homeownership funding from LCAHSA. This preference is intended to broaden the network of qualified administrators and to direct new regional capital towards households and geographies that existing programs do not fully serve.

Required Documentation. At the initial application stage, among other items, all Applicants must provide:

- Formation and authority documents appropriate to the entity type (for example, a nonprofit's articles of incorporation, bylaws, and IRS 501(c)(3) determination letter, or a public agency's authorizing resolution or equivalent);
- A description of the existing homebuyer-assistance program the Applicant proposes to use or adapt, or, for a proposed new program, a detailed implementation plan;
- Evidence that, in the past 10 years, the Applicant has operated a homebuyer assistance or lending program that has served at least 20 prospective buyer households in Los Angeles County;
- Evidence of capacity to originate, underwrite, service, and monitor subordinate loans, including relevant program history and volume;
- Evidence that the Applicant and each proposed partner or subcontractor performing loan origination, underwriting, servicing, brokering, counseling, or another regulated function holds all licenses, registrations, approvals, and certifications required for the functions it will perform, or a written explanation identifying any applicable exemption;
- Evidence of the ability to serve households at or below 120% AMI and to record and monitor the subordinate deed of trust, promissory note, and affordability protections required by Measure A and the Program Guidelines; and
- A commitment to provide *at least* a dollar-for-dollar match of LACAHSAs assistance for each product (which may be satisfied with Partner funds, local government funds, philanthropy, bank grants, or other available funds), and evidence of *at least* \$5,000,000 in funds available over the next two years to contribute towards the required match.

Reliance on Origination or Servicing Partners. Where an Applicant proposes to perform origination, underwriting, or servicing through a separate partner or subcontractor rather than in-house, LACAHSAs will evaluate the proposed arrangement through a reasonableness framework that prioritizes sustainable administration. In such cases, the Applicant must:

- Identify each partner or subcontractor and the functions it will perform;
- Provide a draft agreement or term sheet governing the relationship, including the allocation of responsibility for compliance and reporting; and
- Disclose all administration fees, servicing fees, or other financial interests among the participating entities, with a reasonableness justification as appropriate.

Community Land Trusts ("CLTs") and shared-equity homeownership organizations should apply under LACAHSAs separate NOFA for Community Land Trusts and Naturally Occurring Affordable Housing ("NOAH"), which supports rental, ownership, and lease-to-own housing and is anticipated to be released in October 2026. More information can be found here: <https://lakahsa.gov/community-land-trust/>. *Please note that this does not prevent borrowers from utilizing Buyer-Side Assistance to purchase homes pursuant to a shared-equity structure such as a tenancy-in-common.*

G. Permissible Financing Product Combinations

Because the Financing Products are designed to be layered, Applicants may apply to administer one or more of the Financing Products in any of the permissible combinations described above. The Down Payment Assistance Loan and the Interest-Rate Buydown Loan may each be administered on their own; the Principal-Reduction Loan may not, and an Applicant proposing to administer it must also administer

the Interest-Rate Buydown Loan. Preference will be given to Applicants willing to administer two or more products.

H. Ineligible Activities

LACAHSAs funds under this NOFA may *not* be used for:

- Assistance to households with incomes above 120% AMI;
- Purchase of any property that will not be the buyer's primary residence, including investment or rental property, second homes, and purchases involving non-occupant co-borrowers;
- Purchase of property located outside Los Angeles County;
- Cooperative (limited- or shared-equity cooperative) and lease-to-own ownership structures, which are addressed under LACAHSAs separate CLT and NOAH solicitation process;⁶
- Production, development, acquisition, or rehabilitation activities, which are funded under LACAHSAs separate production-side solicitation to developers; or
- Standalone Principal-Reduction Loans, which may be used only in combination with a maximized Interest-Rate Buydown Loan and 20% down payment.

I. Funding Limits

The Financing Products are subject to the funding limits described for each Financing Product in the Term Sheet included as [EXHIBIT A](#) (Table 1, Section B.1).

J. AMI Standards

The details related to AMI standards applicable to each product—including whose income is counted, what income is included or excluded, what documentation is required, which AMI schedule is used, how income is calculated, and when eligibility is verified—will be negotiated in connection with the Administration Agreement (defined below) and must be consistent with Measure A and the Program Guidelines.

3. APPLICATION PROCESS

A. Application Materials

Application materials may be found at the Homeownership Programs Web Portal on LACAHSAs website (<https://lakahsa.gov/homeownership-programs>). Applicants should review the "Proposal Requirements" section of this NOFA (Section 6) for a list of documentation that must be submitted for applications to be considered complete.

B. Workshops / Listening Sessions

Prior to the issuance of this NOFA, LACAHSAs released a Program Overview describing the proposed homeownership products and held public listening sessions to gather stakeholder feedback on the proposed program design. Listening Session #1 was held on July 22, 2026 and Listening Session #2 was held on August 5, 2026. LACAHSAs published the date, time, and location of these sessions on its website. Comments received during the public comment period and these sessions were recorded, and LACAHSAs responses are publicly available on LACAHSAs website.

⁶ This prohibition does not apply to tenancy-in-common structures.

C. Questions, Comments, and Responses

In connection with the development of this NOFA, LCAHSA compiled the questions and comments received during its public listening sessions and by email, together with LCAHSA's responses. These responses were posted on the LCAHSA website on August 28, 2026.

Please refer to the Homeownership Programs page of the LCAHSA website to review the posted questions and responses: <https://lakahsa.gov/homeownership-programs>.

D. Submitting Applications

1. Application Due Date and Time

Applications must be submitted no later than **5:00 p.m. (Pacific Time) on Friday, November 20, 2026**. LCAHSA will not accept applications after this time.

2. Method and Terms of Submission

Applications, and all required attachments thereto, must be submitted to the NOFA Web Portal on LCAHSA's website (<https://lakahsa.gov/>).

E. Application Scoring; Recommendations

1. Threshold Review

LCAHSA will first review each application against the threshold requirements for the applicable Financing Products, as described in **EXHIBIT A**. An application that does not meet all applicable threshold requirements will not be scored further.

2. Scoring

Applications meeting the threshold requirements will be scored and ranked according to the scoring framework described in **EXHIBIT A** (the "Scoring Framework"). Points are awarded across the categories described in the Scoring Framework, including the Applicant's experience operating homebuyer lending assistance programs in the County; its status as a nonprofit and/or as an entity not already receiving significant homeownership funding from LCAHSA; its geographic reach, with preference for Applicants authorized and able to serve all jurisdictions served by LCAHSA; its experience administering housing counseling and homebuyer education; its willingness to administer more than one Buyer-Side Assistance product; and the level of the Applicant's matching contribution above the required 1:1 minimum.

Point categories and maximum points under this Scoring Framework are summarized in **Figure 5** on the following page (as well as Table 2 in **EXHIBIT A**).

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Figure 5. Summary of Buyer-Side Product Point Categories and Maximum Points		
Term <i>(Reference to Term Sheet section)</i>	Details	Max. Points
Partner Contribution (B.3)	Greater Applicant contribution earns more points.	15
Combining & Sequencing Products (B.9)	Willingness and ability to administer more products earns more points.	20
Partner Type & LACAHSAs Relationship (C.2)	501(c)(3) nonprofit status earns 10 points; not already receiving regular LACAHSAs funding earns 10 points.	20
Partner Service Area (C.3)	Applicants willing and able to serve all LACAHSAs jurisdictions earn more points.	15
Partner Experience (C.4)	Applicants with more years of experience operating Homeownership Funding Programs in Los Angeles County earn more points.	15
Lender & Real Estate Agent/Broker Training (C.7)	Applicants with experience providing formalized training for lenders/agents/brokers on the operation of Homeownership Funding Programs earn more points.	5
Lender Qualifications (C.8)	Applicants with experience coordinating the efforts of mortgage lenders in Los Angeles County for Homeownership Funding Programs earn more points.	5
Housing Counseling (C.9)	Applicants with experience providing housing counseling and/or homebuyer education services for buyers in Los Angeles County earn more points.	5
Total		100

3. Bonus Points and Tiebreakers

LACAHSAs will assign bonus points and (where two or more applications receive the same score) apply tiebreakers as described in Tables 3 and 4, respectively, in [EXHIBIT A](#).

4. Applicant Review, Comments, and Interviews

LACAHSAs may release the proposed scoring and ranking to Applicants for a review and comment period and consider any comments received before finalizing the rankings. LACAHSAs may also conduct interviews as needed. Any Applicant comment period would be limited to identifying scoring, factual, or computational errors. As any interviews may affect scoring, LACAHSAs would use a consistent process for similarly situated Applicants.

5. Selection and Recommendations

LACAHSAs expects to select one to three Partners from among the highest scoring Applicants. The total number of selected Partners is expected to be driven primarily by LACAHSAs's determination that the selected organizations will be able to adequately serve all jurisdictions served by LACAHSAs, fully administer all three buyer-side programs, and provide sufficient matching capital to utilize LACAHSAs funds.

LACAHSAs will prepare a report to the IRC recommending Applicants for funding, detailing its methodology and rationale. The IRC will review the report and make recommendations to the Board, and the final selection is subject to the Board's sole and absolute discretion. LACAHSAs and the Board may also consider other relevant factors that become apparent through review of applications.

F. No-Contact Period

From the point at which scoring and ranking for Applicants that met threshold is published (currently scheduled for December 18, 2026) through the date that the Board selects final awarded proposals (currently scheduled for February 2027), Applicants and their representatives may not contact any

member of the IRC or the Board regarding their application, preliminary score, or proposed program. Failing to adhere to this no-contact period may disqualify the Applicant from further consideration. During this period, Applicants will have the opportunity to communicate their objections as stated below and may still contact LACAHSa staff and third-party consultants regarding procedural issues related to their outstanding application.

G. Objections

Following the IRC's recommendations for Contract Awards (defined below), Applicants may submit any objections to the proposed awards until two business days prior to the meeting at which the Board is scheduled to vote on such Contract Awards. Objections must be in writing and submitted via the method described by LACAHSa and shall be limited to no more than five hundred (500) words. Objections shall state the basis for any error, inconsistency, or other flaw in reaching the recommendations. Objections will be provided for the Board's consideration prior to making the Contract Awards.

The Board may, in its sole discretion, make any Contract Awards notwithstanding any objections, and the Board's action on the Contract Award shall constitute its final administrative determination regarding any objection.

H. Contract Awards

Any award of a contract to administer Buyer-Side Assistance under the Homeownership Program will be made by the Board (a "Contract Award") and will be conditional upon agreement to terms. Such awards will be subject to a not-to-exceed funding commitment approved by the Board upon recommendation of LACAHSa staff. The Board's decisions on all Contract Awards are final.

I. Negotiation of Contract Terms

Following a Contract Award, LACAHSa staff, advisors, and legal counsel will work closely with awarded Applicants (each, a "Partner") to negotiate the specific terms of the agreement to administer the applicable Buyer-Side Assistance program or programs (the "Administration Agreement"). The Administration Agreement is expected to cover all aspects of LACAHSa's relationship with the Partner, including use of funds, the match, the administration fee, origination and servicing obligations, affordability and recapture requirements, reporting, and remedies. As part of these negotiations, final funding commitments for the initial term of the Administration Agreement will also be determined by mutual agreement of the parties.

4. FUNDING TERMS

LACAHSa's Buyer-Side Assistance is delivered through a two-tier structure. LACAHSa expects to provide capital to each Partner under an Administration Agreement, and the Partner to originate loans to individual homebuyers based on the terms set out in the applicable Term Sheet ([EXHIBIT A](#)) and more fully described in the Administration Agreement. The terms below govern both tiers; where this summary and the Term Sheet differ, the Term Sheet controls.

A. Partner Funding Terms

Partner Match. Each Partner is required to match LACAHSa's assistance on *at least* a dollar-for-dollar basis. The match may be satisfied with local government funds, philanthropic funds, bank grants, or other sources. LACAHSa's funds are advanced and repaid *pari passu* with the Partner's matching funds. For

avoidance of doubt, all Partner matching funds, regardless of their original source, must be deployed as recoverable buyer assistance on the same repayment terms as LACAHSAs funds.

Term of Commitment. An award under this NOFA will be evidenced by a funding commitment for a specified allocation and term, as set out in the Administration Agreement. Partners are expected to deploy committed funds within the timeframes established in their respective agreements, and LACAHSAs may adjust unfunded allocations based on deployment pace, market conditions, and demonstrated need. Principal repaid to LACAHSAs and any program income may be recycled into future assistance, consistent with Measure A, the Program Guidelines, and the terms of the Administration Agreement.

Release of Funds. LACAHSAs may advance a modest amount of a Partners allocation upfront to support program launch, with the remainder disbursed on a periodic basis, expected to be quarterly, keyed to the Partners pace of capital deployment. Disbursement mechanics and reporting conditions will be specified in the Administration Agreement.

LACAHSAs Fees and Costs. LACAHSAs will pay each Partner a reasonable, capitalized administration fee to offset the cost of delivering Buyer-Side Assistance. The administration fee will be negotiated and sized based on industry standards and evidence-based assumptions about the weighted average life of the assistance. This fee is expected to be paid upfront and subject to true-up upon the sale or refinancing of an assisted home. The Administration Agreement will address the fee calculation, the events triggering a true-up, the timing of that reconciliation, and the return of any unearned amount, consistent with the Program Guidelines. Covered administrative costs may include:

- Program staffing, case management, and day-to-day administration
- Loan origination, underwriting, servicing, monitoring, and administration of repayment to LACAHSAs
- Compliance, reporting, and performance tracking, including measures such as mortgage readiness, counseling outcomes, successful referrals, and long-term homeowner sustainability
- Technology and systems used to originate, service, and report on assistance
- Required homebuyer education and housing counseling, including first-time homebuyer classes and foreclosure-prevention counseling, and counseling provided to buyers who become mortgage-ready whether or not a purchase ultimately closes
- Community outreach and education, including homeownership fairs and workshops
- Multilingual outreach, translated materials, and culturally responsive services and programming
- Coordination among housing counseling agencies, lenders, developers, and community-based organizations to support a seamless pathway from education to purchase, including building and maintaining a pipeline of mortgage-ready buyers

Separate from the administration fee, LACAHSAs may make technical assistance funding available to support lender and realtor training and related capacity-building activities. LACAHSAs will not itself create or deliver training programs.

Material Adverse Change. LACAHSAs funding commitment is subject to the absence of any material adverse change in the Partners financial condition, organizational capacity, or ability to perform under the Administration Agreement—or in the facts represented by the Partners application—between award and funding. LACAHSAs may modify, suspend, or terminate a commitment upon a material adverse change.

B. Buyer Loan Terms

General Terms. Each Buyer-Side Assistance loan is a subordinate, zero-interest, fully deferred loan. No interest accrues and no monthly payments are due during the loan term. Principal is due in full upon the sale, refinance, or transfer of the home, or upon the repayment or maturity of the first mortgage,

consistent with Measure A and the Program Guidelines. Each loan is secured by a subordinate deed of trust and promissory note, junior to the first mortgage; repayment of LACAHSAs funds will be *pari passu* with the Partner's funds.

Shared Appreciation. When a purchase includes a Principal-Reduction Loan, all LACAHSAs/Partner Buyer-Side Assistance in that purchase (the Down Payment Assistance Loan, any Interest-Rate Buydown Loan, and the Principal-Reduction Loan) is consolidated into a single subordinate, zero-interest, deferred shared-appreciation loan. At repayment, LACAHSAs and its Partner recover combined principal plus a share of the home's appreciation equal to total LACAHSAs/Partner assistance as a percentage of the original purchase price, capped at 50% so that the homebuyer retains at least half of the appreciation, in addition to all equity built through principal paydown and the value of the buyer's own down payment. The "appreciation" and the amount due upon each repayment event will be calculated under a uniform methodology established in the Administration Agreement and applicable form loan documents, including the method and date for determining the home's value and the treatment of transaction costs, documented capital improvements, and any decline in value.

Affordability Covenant and Recapture. Measure A requires each assisted home to carry a recorded restrictive covenant using either a resale restriction or recapture provision, but not both. For all Buyer-Side Assistance, LACAHSAs has elected the recapture approach, which recovers public funds for redeployment while allowing the homeowner to build and retain equity. Under this approach, the assisted household's income may not exceed 120% AMI at the time of disbursement, and LACAHSAs's principal, together with its share of appreciation where a Principal-Reduction Loan is used, is due upon sale, refinance, transfer, repayment, or maturity of the first mortgage. Because the Buyer-Side Assistance products rely on recapture rather than a resale restriction, the covenant does not cap the home's resale price or limit its resale to income-eligible buyers. The restrictive covenant will apply during the Affordability Period described in Section 2.D. Unless expressly permitted by the applicable loan documents, a sale or transfer during that period will require repayment. Any permitted assumption must be limited to a subsequent buyer satisfying the then-applicable income and primary-residence requirements.

Subordination. LACAHSAs buyer-side loans will be subordinate to the borrower's first mortgage and will be documented to remain in a subordinate lien position. LACAHSAs will consider commercially reasonable subordination and intercreditor terms consistent with the buyer-side products' deferred, shared-appreciation repayment structure.

5. EVALUATION STANDARDS

Because LACAHSAs is selecting administrators to deliver assistance, evaluation under this NOFA occurs at two levels: LACAHSAs's evaluation of the Applicant and its track record, and its evaluation of the borrower-level standards the Applicant proposes/agrees to apply to each assisted purchase as part of its program.

A. Applicant Standards

LACAHSAs will evaluate each Applicant's capacity to deliver Buyer-Side Assistance responsibly and at scale, including:

- Demonstrated experience originating, underwriting, servicing, and monitoring down payment assistance, homebuyer lending, or comparable homeownership assistance;
- Organizational and financial capacity, including the ability to fund the required dollar-for-dollar match and to advance and administer assistance pending LACAHSAs disbursement;

- The design and readiness of the proposed program, including the products the Applicant proposes to administer, and any adjustments needed to comply with LACAHSAs guidelines;
- Capacity to provide or coordinate housing counseling and homebuyer education and to deliver lender and realtor training;
- Geographic and community reach, consistent with LACAHSAs equitable-access objectives; and
- Proposed deployment volume and pace.

Consistent with the Homeownership Program’s objectives, LACAHSAs will give preference to nonprofit and countywide entities that do not already receive significant homeownership funding from LACAHSAs.

B. Program Standards

Detailed underwriting standards, for both an Applicant’s program and the individual purchases it assists, will be finalized in consultation with Partners following Contract Award and memorialized in each Administration Agreement. The program requirements below describe, at a broad level, what LACAHSAs expects Partners to comply with; they are not exhaustive and are subject to adjustment as final terms are set.

Borrower Eligibility Standards. For each assisted purchase, the Partner must confirm that:

- The borrower is an income-qualified, first-time homebuyer with household income at or below 120% AMI, with assistance sized to reach affordability as low as 80% AMI
- The home will be the borrower’s primary residence and will be located in Los Angeles County, with no non-occupant co-borrowers
- The borrower has completed the required homebuyer education and housing counseling
- The home is an eligible property type as described in the Term Sheet, including single-family, tenancy-in-common, condominium, and small-lot or infill ownership, in fee-simple or shared-equity form

Loan Sizing and Layering Standards. Assistance must be sized to provide only the type and amount of subsidy each purchase requires. LACAHSAs assistance must be applied in the following order:

- The buyer’s own contribution of at least 2% of the purchase price
- Any other non-LACAHSAs down payment assistance
- The Down Payment Assistance Loan
- The Interest-Rate Buydown Loan
- The Principal-Reduction Loan, used only where a gap remains after a maximized Interest-Rate Buydown Loan

Sizing is further subject to the following:

- Total down payment from all sources may not exceed 20% of the purchase price (including closing costs).
- The Down Payment Assistance Loan may not exceed 9% of the purchase price (including closing costs) or \$75,000 from LACAHSAs.
- Monthly payment affordability is measured against a supportable payment equal to 30% of the household’s monthly income, applied to principal, interest, taxes, insurance, HOA dues, and utilities.
- The Interest-Rate Buydown Loan is sized to the cost of the discount points needed to reach the supportable payment, subject to any rate floor and point maximum set by LACAHSAs and its Partner.
- The Principal-Reduction Loan is sized to the remaining affordability gap.

First Mortgage and Lender Requirements

- Each assisted purchase must be supported by a qualifying first mortgage.
- Partner is responsible for managing its lender relationships and confirming that the first mortgage and combined financing meet LACAHSAs requirements, including the required lien positions and layering rules.
- LACAHSAs will rely on the Partners established lender network and underwriting systems, adjusted as needed to comply with LACAHSAs guidelines.

Documentation, Verification, and Servicing

- Partner must document and retain evidence of income qualification, the buyers minimum contribution, the source of matching funds, and the recorded subordinate deed of trust, promissory note, and any applicable covenant.
- Partner must service and monitor each loan and administer repayment to LACAHSAs upon a repayment event.
- Partner must report to LACAHSAs on deployment, portfolio status, and compliance on the schedule set in the Administration Agreement.

6. PROPOSAL REQUIREMENTS

Each Applicant must submit a complete proposal comprising each component described below. LACAHSAs may decline to score any proposal that is incomplete.

A. Application Workbook

The Application Workbook (the “Workbook”) is organized around the Term Sheet. For each item requiring a threshold determination or point score, the Workbook (1) shows the applicable term, related criteria, and maximum possible score and (2) provides space for the Applicant to confirm it meets the associated threshold requirement as described, respond to the scoring factors with supporting comments, and identify the supporting documents that substantiate its responses. The Workbook displays the maximum score available for each scored item and records the Applicants self-score, so that responses map directly to the scoring framework described in Section 3 and [EXHIBIT A](#). A completed Workbook also serves as the Applicants application document checklist.

Information collected in the Application Workbook includes the following:

- Applicant and Organizational Information
- Demonstrated Experience and Capacity
- Narrative Proposal/Program Plan
- Match Commitment
- Origination or Servicing Partner Information (if applicable)

B. Executed Certifications and Legal Disclosure Form

Applicants must provide signed certifications and legal disclosures in the form provided in [EXHIBIT B](#), including debarment and good-standing certifications.

C. Conflict of Interest Disclosure Form

Applicants must complete the conflict of interest disclosure in the form provided in [EXHIBIT C](#).

D. Other Required Supporting Documentation

Applicants must provide the applicable supporting documents identified in the Application Workbook to substantiate responses to threshold and scoring-related questions.

7. OTHER TERMS AND CONDITIONS

A. General LACAHSAs Requirements

All Applicants receiving funding under this NOFA must adhere to SB 679, Measure A, the Program Guidelines, the Annual Expenditure Plan, and any other policies and guidelines adopted by the Board.

B. LACAHSAs Rights and Responsibilities

LACAHSAs reserves the right to change the requirements and policies described in this NOFA. LACAHSAs is responsible only for that which is expressly stated in the NOFA documents, any authorized written addenda, and any posted questions and answers. Such addenda shall be made available to each person or organization via LACAHSAs website. It is the responsibility of Applicants to ensure, prior to submission, that their application reflects the most recent addenda information, program requirements, and policies. By submission of an application, each Applicant acknowledges receipt of all addenda, if any, that are emailed or posted on LACAHSAs website. LACAHSAs is not responsible for and shall not be bound by any representations otherwise made by any individual acting or purporting to act on its behalf if those representations conflict with NOFA requirements.

C. Confidentiality; Application Property of LACAHSAs

Once submitted, each application becomes the property of LACAHSAs and becomes a public record. LACAHSAs is not liable for the disclosure of any information contained in an application. Any information that Applicants do not wish to disclose to the public must be clearly marked “confidential” and accompanied by an explanation of the basis for such confidentiality. A blanket statement of confidentiality or the marking of every page of the application as confidential shall not be deemed sufficient notice of exception. Applicants must specifically label only those portions of the application that are confidential in nature and notify LACAHSAs that confidential information is included.

D. Cost of Application Preparation

The cost of application preparation shall be borne by the Applicant. In no event shall LACAHSAs be liable for any expenses incurred in the preparation and submission of the application.

E. Other Funding Applications by NOFA Applicants

LACAHSAs reserves the right to request any funding applications submitted by NOFA Applicants to other funding sources, whether administered by LACAHSAs or by other entities. Funding applications include all such requests for financing associated with the proposed program. Failure to provide such information upon request may result in LACAHSAs taking action up to and including rescission of a Contract Award.

F. Compliance with Local, State, and Federal Law

Applicants must comply with all LACAHSAs fiscal and programmatic requirements, all regulatory agreements with LACAHSAs, and the requirements of other governmental entities or permitting agencies, including any and all laws, statutes, ordinances, codes, rules, regulations, directives, writs, injunctions, orders, decrees, rulings, or conditions of approval.

If any of the Applicant's existing projects or programs are not in compliance with LACAHSAs fiscal and programmatic requirements or other requirements as noted in the foregoing, LACAHSAs may decline to consider the proposed program for funding.

G. Noncompliant/Debarred Entities

Applications may be withheld from funding consideration in the event that the Applicant (or any of its principals, or partners) is currently in arrears or delinquent in payment of debt to LACAHSAs, deemed to be noncompliant with the requirements of any agreement with LACAHSAs, or included on any debarment list maintained by any housing agency or municipal entity in the County of Los Angeles, by the State of California (e.g., CDLAC, CTCAC, Department of Housing and Community Development), or by the U.S. Federal Government (e.g., U.S. Department of Housing and Urban Development).

H. Insurance Requirements

Applicants must document that they maintain insurance against claims for injuries to persons or damage to property that may arise from or in connection with the performance of the work by the Applicant, its agents, representatives, employees, or subcontractors. Insurance is required for all Partners and applicable subcontractors, and all insurance, including all applicable endorsements, is required to be final and approved by LACAHSAs prior to finalizing the Administration Agreement.

I. Affordability Requirements

Please refer to the Affordability Requirements applicable to each Financing Product in the Term Sheet.

J. Fair Housing, Accessibility, Marketing

All uses of funding under this NOFA must adhere to all fair housing and accessibility requirements applicable under federal, state, and local law.

Partners that propose or implement a local preference will not be eligible for funding unless (a) such preference is required by law or (b) the Applicant can, at the time of application, otherwise demonstrate to the satisfaction of LACAHSAs and its legal counsel that the preference is fully compliant with all applicable fair housing laws.

K. Consequences of Misrepresentation

All information contained within an application, or otherwise provided by an Applicant or by any person on behalf of an Applicant, is material to LACAHSAs's decision to make a Contract Award. In the event that LACAHSAs determines that an application (or any other related submittal under this NOFA) includes false, misleading, or inaccurate statements or information, LACAHSAs may, in its sole and absolute discretion, rescind any Administration Agreement and related funding commitment or refuse to close on committed obligations. In addition to the foregoing, LACAHSAs may initiate an action at law or equity to pursue any and all available legal or equitable remedies, including remedies to recover funds issued to Applicants. This provision shall not be construed as any limitation on LACAHSAs's rights or remedies. Recipients of

Contract Awards may be required to make information available to LACAHSA to confirm that the award and use of LACAHSA's public funding is free of fraud, waste, or abuse.

8. EXHIBITS

The following pages contain Exhibits A-C, which include:

- A. ***Buyer-Side Product Term Sheet and Scoring Framework***
- B. ***Certifications and Legal Disclosure Forms***
- C. ***Conflict of Interest Disclosures***

EXHIBIT A:

*Buyer-Side Product Term Sheet
and Scoring Framework*



LACAHSa Homeownership Program

Buyer-Side Product Term Sheet and Scoring Framework

The following tables contain the terms of LACAHSa’s buyer-side homeownership lending products—including the Down payment Assistance Loan (“DPA Loan”), Interest-Rate Buydown Loan (“IR Buydown Loan”), and Principal-Reduction Loan (“PR Loan”)—as well as information on LACAHSa’s scoring framework for selecting partners from the field of organizations responding to the Buyer-Side Financing NOFA (the “Applicants”). **Table 1** describes the terms for each product, related threshold requirements and point scoring, and the maximum score available for each category of terms; **Table 2** summarizes the point scoring system; **Table 3** describes possible bonus points; and **Table 4** shows tiebreakers for Applicants that receive the same point score. LACAHSa intends to select 1-3 partners from among the highest scoring Applicants to the NOFA (“Partners”). The total number of selected Partners is expected to be driven primarily by LACAHSa’s determination that the selected organizations will be able to adequately serve all jurisdictions served by LACAHSa, fully administer all three buyer-side programs, and provide sufficient matching capital to utilize LACAHSa funds. Capitalized terms not defined in this document have the meanings assigned in the NOFA. Applicants are welcome to submit proposals for programs with deeper affordability than required by LACAHSa but will be required to secure the additional funds necessary to help eliminate financing gaps for buyers with incomes lower than LACAHSa requirements. Applicants proposing such deeper affordability will be required to demonstrate (e.g., via soft commitments) sufficient subsidy to support deeper affordability.

Table 1. Buyer-Side Product Terms, Selection Criteria, and Maximum Points					
Category	Down Payment Assistance Loan Terms	Interest-Rate Buydown Loan Terms	Principal-Reduction Loan Terms	Criteria	Max. Score
A. Eligibility					
1. Buyer Requirements	Income-qualified, First-Time Homebuyers ⁷ with incomes at or below 120% AMI; ⁸ Buyer-Side products are sized to reach affordability down to 80% AMI (i.e., assistance is based on the higher of actual household income and income at 80% AMI).	Income-qualified, first-time homebuyers with incomes at or below 120% AMI; Buyer-Side products are sized to reach affordability down to 80% AMI(i.e., assistance is based on the higher of actual household income and income at 80% AMI).	Income-qualified, first-time homebuyers with incomes at or below 120% AMI; Buyer-Side products are sized to reach affordability down to 80% AMI(i.e., assistance is based on the higher of actual household income and income at 80% AMI).	<u>Threshold Requirement</u> Does the proposed program serve households earning a maximum of 120% AMI and size subsidy no higher than is required to serve households earning 80% AMI? If YES, proceed If NO, disqualified	
2. Occupancy	Primary residence required; no non-occupant co-borrowers.	Primary residence required; no non-occupant co-borrowers.	Primary residence required; no non-occupant co-borrowers.	<u>Threshold Requirement</u> Does the proposed program limit assistance to borrowers’ primary residences and prohibit non-occupant co-borrowers? If YES, proceed If NO, disqualified	

⁷ “First-Time Homebuyer” means the borrower must have had no ownership interest in a principal residence at any time during the three-year period prior to the date on which the relevant mortgage loan is executed.
⁸ Program qualifying income considers the income of borrowers and their spouses (regardless of spouse’s occupancy of the primary residence and whether or not a party to the loan) AND all household members 18 years of age or older (related or unrelated).

Table 1. Buyer-Side Product Terms, Selection Criteria, and Maximum Points

Category	Down Payment Assistance Loan Terms	Interest-Rate Buydown Loan Terms	Principal-Reduction Loan Terms	Criteria	Max. Score
3. Supported Housing Types	LACAHSAs homeownership products are designed to support several forms of homeownership, including fee-simple and shared-equity structures, for homes located in Los Angeles County. Eligible types may include: • Single-family • Tenancy-in-common (TIC) ownership • Condominiums • Small-lot and infill ownership	LACAHSAs homeownership products are designed to support several forms of homeownership, including fee-simple and shared-equity structures, for homes located in Los Angeles County. Eligible types may include: • Single-family • Tenancy-in-common (TIC) ownership • Condominiums • Small-lot and infill ownership	LACAHSAs homeownership products are designed to support several forms of homeownership, including fee-simple and shared-equity structures, for homes located in Los Angeles County. Eligible types may include: • Single-family • Tenancy-in-common (TIC) ownership • Condominiums • Small-lot and infill ownership	Threshold Requirement Does the proposed program support the ownership structures described at left and limit assistance to homes in Los Angeles County? If YES, proceed If NO, disqualified	
B. Product Terms					
1. Funding Amount	Up to 9% of purchase price (including closing costs), not to exceed \$75,000, from LACAHSAs. Total down payment from all sources capped at 20% of purchase price.	Cost of discount points purchased at closing, paid directly to first mortgage lender; LACAHSAs and partner to determine any applicable rate floor and/or point maximum.	Assistance sized to bridge the gap between (a) the monthly mortgage payment affordable to a household earning the higher of 80% AMI or its actual AMI level and (b) the actual mortgage payment after accounting for buyer contribution, DPA Loan, and maximized IR Buydown Loan; LACAHSAs contribution not to exceed \$175,000.	Threshold Requirement Is the proposed program consistent with the funding amount terms described at left? If YES, proceed If NO, disqualified	
2. Buyer Contribution	Minimum 2% buyer contribution required; LACAHSAs will consider proposals to account for homeowner “sweat equity” and volunteer participation toward this requirement.	Counted once towards 20% down payment (not per product).	Counted once towards 20% down payment (not per product).	Threshold Requirement Is the proposed program consistent with the buyer contribution terms described at left? If YES, proceed If NO, disqualified	
3. Partner Contribution	At least a dollar-for-dollar match of LACAHSAs assistance required from Partner agencies. The match requirement may be fulfilled with Partner funds, local government funds, philanthropy, bank grants, or other available funds.	At least a dollar-for-dollar match of LACAHSAs assistance required from Partner agencies. The match requirement may be fulfilled with Partner funds, local government funds, philanthropy, bank grants, or other available funds.	At least a dollar-for-dollar match of LACAHSAs assistance required from Partner agencies. The match requirement may be fulfilled with Partner funds, local government funds, philanthropy, bank grants, or other available funds.	Threshold Requirement Will Applicant provide at least as much funding for each program as LACAHSAs (i.e. a 1:1 match)? If YES, proceed If NO, disqualified Threshold Requirement Can Applicant demonstrate at least \$5 million of available funds over the next two years to contribute toward the required	15

Table 1. Buyer-Side Product Terms, Selection Criteria, and Maximum Points

Category	Down Payment Assistance Loan Terms	Interest-Rate Buydown Loan Terms	Principal-Reduction Loan Terms	Criteria	Max. Score
				match (“Matching Funds”)? ⁹ If YES, proceed If NO, disqualified <u>Point Scoring</u> Is the Applicant willing to contribute more than half of the total subsidy under each of the buyer-side programs? Add 1 point for every 1% by which the Partner is willing to increase its contribution for all programs above 50%, up to 15 total points (i.e., a 65/35 Partner/LACAHSA match).	
4. Rate/ Payments	0% interest; fully deferred; no monthly payments.	0% interest; fully deferred; no monthly payments.	0% interest; fully deferred; no monthly payments.	<u>Threshold Requirement</u> Is the proposed program consistent with the rate/payment terms described at left? If YES, proceed If NO, disqualified	
5. Shared Appreciation	N/A, unless used in conjunction with PR Loan.	N/A, unless used in conjunction with PR Loan.	When a PR Loan is used, all LACAHSA assistance (DPA Loan, IR Buydown Loan, and the PR Loan) is combined into a single loan; at repayment, LACAHSA and Partner receive the combined principal plus a share of home appreciation equal to total LACAHSA/Partner assistance as a percentage of the original purchase price, capped at 50% of appreciation. <i>The amount recaptured upon sale may not exceed the net proceeds from the sale.</i>	<u>Threshold Requirement</u> Is Applicant willing to implement the shared appreciation model described at left as applicable? If YES, proceed If NO, disqualified	
6. Security	Subordinate deed of trust and promissory note, junior to first mortgage, with repayment pari passu to LACAHSA and Partner.	Subordinate deed of trust and promissory note, junior to first mortgage, with repayment pari passu to LACAHSA and Partner. Where both DPA Loan and IR Buydown Loan are utilized,	Subordinate deed of trust and promissory note, with repayment pari passu to LACAHSA and Partner. Where DPA Loan, IR Buydown Loan, and PR Loan are all utilized, funds would be	<u>Threshold Requirement</u> Is the proposed program consistent with the security terms described at left? If YES, proceed If NO, disqualified	

⁹ Evidence of available funds may include a balance sheet showing at least \$5 million of unrestricted liquid funds, financial statements showing at least \$5 million of funds deployed in a Homeownership Funding Program (defined in note 11 below), a commitment letter (e.g., for grant funds or inter-agency transfer) to support the proposed program with at least \$5 million of funding over the next two years, or other evidence as determined in LACAHSA’s sole discretion.

Table 1. Buyer-Side Product Terms, Selection Criteria, and Maximum Points

Category	Down Payment Assistance Loan Terms	Interest-Rate Buydown Loan Terms	Principal-Reduction Loan Terms	Criteria	Max. Score
		funds would be combined into a single deed of trust and promissory note.	combined into a single deed of trust and promissory note.		
7. Repayment	Principal (and shared appreciation equity payment, if applicable) due in full upon sale, refinance, transfer, repayment, or maturity of the first mortgage, consistent with Measure A and Program Guidelines. <i>The amount recaptured upon sale may not exceed the net proceeds from the sale.</i>	Principal (and shared appreciation equity payment, if applicable) due in full upon sale, refinance, transfer, repayment, or maturity of the first mortgage, consistent with Measure A and Program Guidelines. <i>The amount recaptured upon sale may not exceed the net proceeds from the sale.</i>	Principal (and shared appreciation equity payment, if applicable) due in full upon sale, refinance, transfer, repayment, or maturity of the first mortgage, consistent with Measure A and Program Guidelines. <i>The amount recaptured upon sale may not exceed the net proceeds from the sale.</i>	Threshold Requirement Is the proposed program consistent with the repayment terms described at left? If YES, proceed If NO, disqualified	
8. Restrictive Covenant	Maximum borrower income not to exceed 120% AMI at disbursement; principal (and shared appreciation equity payment, if applicable) due in full upon sale, refinance, transfer, repayment, or maturity of the first mortgage, consistent with Measure A and Program Guidelines; <i>no additional covenant limiting resale to eligible buyers.</i>	Maximum borrower income not to exceed 120% AMI at disbursement; principal (and shared appreciation equity payment, if applicable) due in full upon sale, refinance, transfer, repayment, or maturity of the first mortgage, consistent with Measure A and Program Guidelines; <i>no additional covenant limiting resale to eligible buyers.</i>	Maximum borrower income not to exceed 120% AMI at disbursement; principal (and shared appreciation equity payment, if applicable) due in full upon sale, refinance, transfer, repayment, or maturity of the first mortgage, consistent with Measure A and Program Guidelines; <i>no additional covenant limiting resale to eligible buyers.</i>	Threshold Requirement Is the proposed program consistent with the covenant terms described at left? If YES, proceed If NO, disqualified	
9. Combining & Sequencing Products	Applied first among LACAHSAs products, after the buyer’s minimum contribution and any other (non-LACAHSAs) downpayment assistance; may be combined with IR Buydown Loan and PR Loan.	Applied only after the full 20% down payment is in place. Used before any PR Loan; may be combined with the DPA Loan.	Not available as standalone subsidy, used only after IR Buydown Loan is maximized; when used, all LACAHSAs buyer-side assistance in the purchase is consolidated into a single loan on these terms.	Threshold Requirement Is the proposed program consistent with the sequencing terms described at left? If YES, proceed If NO, disqualified Point Scoring Is Applicant willing and able to contribute funds for and administer more than one buyer-side product (DPA Loan, IR Buydown Loan, and Principle-Reduction Loan)? Add 10 points for willingness to administer 2 products and 20 points for willingness to administer all 3 products.	20

Table 1. Buyer-Side Product Terms, Selection Criteria, and Maximum Points

Category	Down Payment Assistance Loan Terms	Interest-Rate Buydown Loan Terms	Principal-Reduction Loan Terms	Criteria	Max. Score
C. Partner Information & Program Administration					
1. Delivery	Originated, serviced, and monitored by NOFA-selected Partners under their existing programs (adjusted as needed to comply with LACAHSAs guidelines) or otherwise using their existing capacity; Partner administers repayment to LACAHSAs as authorized by the Administration Agreement; LACAHSAs pay Partner an administration fee.	Originated, serviced, and monitored by NOFA-selected Partners under their existing programs (adjusted as needed to comply with LACAHSAs guidelines) or otherwise using their existing capacity; Partner administers repayment to LACAHSAs as authorized by the Administration Agreement; LACAHSAs pay Partner an administration fee.	Originated, serviced, and monitored by NOFA-selected Partners under their existing programs (adjusted as needed to comply with LACAHSAs guidelines) or otherwise using their existing capacity; Partner administers repayment to LACAHSAs as authorized by the Administration Agreement; LACAHSAs pay Partner an administration fee.	Threshold Requirement Is the proposed program consistent with the delivery terms described at left? If YES, proceed If NO, disqualified	
2. Partner Type & LACAHSAs Relationship	Partners may be existing, duly organized governmental agencies, nonprofit organizations, or for-profit entities. Strong preference for: • Nonprofit Partners • Entities not already receiving regular funding from LACAHSAs pursuant to Measure A	Partners may be existing governmental agencies, nonprofit organizations, or for-profit entities. Strong preference for: • Nonprofit Partners • Entities not already receiving regular funding from LACAHSAs pursuant to Measure A	Partners may be existing governmental agencies, nonprofit organizations, or for-profit entities. Strong preference for: • Nonprofit Partners • Entities not already receiving regular funding from LACAHSAs pursuant to Measure A	Threshold Requirement Is Applicant an existing, duly organized governmental agency, nonprofit organization, or for-profit entity? If YES, proceed If NO, disqualified Point Scoring Add 10 points for 501(c)(3) nonprofit entities and 10 points for entities not already receiving regular funding from LACAHSAs pursuant to Measure A. ¹⁰	20
3. Partner Service Area	LACAHSAs intends to select a geographically and community-diverse set of Partners to help ensure equitable access across all regions of the County, including for immigrant communities and neighborhoods with low homebuyer percentages. Strong preference will be given to Partners able to administer programs in all jurisdictions served by LACAHSAs.	LACAHSAs intends to select a geographically and community-diverse set of Partners to help ensure equitable access across all regions of the County, including for immigrant communities and neighborhoods with low homebuyer percentages. Strong preference will be given to Partners able to administer programs in all jurisdictions served by LACAHSAs.	LACAHSAs intends to select a geographically and community-diverse set of Partners to help ensure equitable access across all regions of the County, including for immigrant communities and neighborhoods with low homebuyer percentages. Strong preference will be given to Partners able to administer programs in all jurisdictions served by LACAHSAs.	Threshold Requirement Is Applicant currently authorized to operate programs like the one proposed in at least one of the jurisdictions served by LACAHSAs? If YES, proceed If NO, disqualified Point Scoring Add 15 points for Applicants currently authorized and willing to operate programs like the one proposed in all jurisdictions served by LACAHSAs.	15

¹⁰ For the purposes of this section, “regular funding” means the periodic allocation of funds for PPO purposes made pursuant to the 70% passthrough for Eligible Jurisdictions described in Section 2.B above. This does not include selection as a partner, or receiving funding under, LACAHSAs’s production-side homeownership products; organizations are encouraged to apply for selection as a partner under both buyer-side and production-side programs if eligible.

Table 1. Buyer-Side Product Terms, Selection Criteria, and Maximum Points

Category	Down Payment Assistance Loan Terms	Interest-Rate Buydown Loan Terms	Principal-Reduction Loan Terms	Criteria	Max. Score
4. Partner Experience	Partners must have demonstrated experience with similar assistance programs.	Partners must have demonstrated experience with similar assistance programs.	Partners must have demonstrated experience with similar assistance programs.	Threshold Requirement In the past 10 years, has Applicant operated a Homeownership Funding Program¹¹ that has served at least 20 prospective buyer households in Los Angeles County? If YES, proceed If NO, disqualified Point Scoring Add 1.5 points for each: (a) year of Applicant experience operating a Homeownership Funding Program in Los Angeles County OR (b) every 10 prospective homebuyer households assisted in achieving homeownership, whichever is greater, up to a maximum of 15 points.	15
5. Admin. Costs	LACAHSA will provide Partners with a reasonable, capitalized administration fee (to be negotiated) to cover costs such as staffing, outreach, compliance, reporting, technology, and case management. LACAHSA expects this fee to be sized based on industry standards and evidence-based assumptions about weighted average life. In addition to day-to-day loan program administrative costs, covered costs may include: • Required housing counseling services • Community outreach and education activities, including homeownership fairs and workshops	LACAHSA will provide Partners with a reasonable, capitalized administration fee (to be negotiated) to cover costs such as staffing, outreach, compliance, reporting, technology, and case management. LACAHSA expects this fee to be sized based on industry standards and evidence-based assumptions about weighted average life. In addition to day-to-day loan program administrative costs, covered costs may include: • Required housing counseling services • Community outreach and education activities, including homeownership fairs and workshops	LACAHSA will provide Partners with a reasonable, capitalized administration fee (to be negotiated) to cover costs such as staffing, outreach, compliance, reporting, technology, and case management. LACAHSA expects this fee to be sized based on industry standards and evidence-based assumptions about weighted average life. In addition to day-to-day loan program administrative costs, covered costs may include: • Required housing counseling services • Community outreach and education activities, including homeownership fairs and workshops	Threshold Requirement Is the Applicant willing to administer the proposed programs in exchange for an up-front, capitalized fee based on industry standards and evidence-based assumptions about weighted average life? If YES, proceed If NO, disqualified	

¹¹ This includes any program that provides funding to assist prospective homebuyers in purchasing new homes, whether using loaned or granted funds (e.g., DPA loan and grant programs).

Table 1. Buyer-Side Product Terms, Selection Criteria, and Maximum Points

Category	Down Payment Assistance Loan Terms	Interest-Rate Buydown Loan Terms	Principal-Reduction Loan Terms	Criteria	Max. Score
	Multilingual outreach, translated materials, and culturally responsive programs	Multilingual outreach, translated materials, and culturally responsive programs	Multilingual outreach, translated materials, and culturally responsive programs		
6. Capital Deployment	LACAHSA may advance a modest amount of funds upfront to Partner agencies to support program launch, with the remainder disbursed quarterly based on capital deployment pace.	LACAHSA may advance a modest amount of funds upfront to Partner agencies to support program launch, with the remainder disbursed quarterly based on capital deployment pace.	LACAHSA may advance a modest amount of funds upfront to Partner agencies to support program launch, with the remainder disbursed quarterly based on capital deployment pace.	Threshold Requirement Is the proposed program consistent with the capital deployment terms described at left? If YES, proceed If NO, disqualified	
7. Lender & Real Estate Agent/Broker Training	Partners are expected to provide a training component for lenders and real estate agents or brokers (as applicable). LACAHSA may provide a modest amount of technical assistance funds to offset training costs.	Partners are expected to provide a training component for lenders and real estate agents or brokers (as applicable). LACAHSA may provide a modest amount of technical assistance funds to offset training costs.	Partners are expected to provide a training component for lenders and real estate agents or brokers (as applicable). LACAHSA may provide a modest amount of technical assistance funds to offset training costs.	Threshold Requirement Is the proposed program consistent with the lender/agent training terms described at left? If YES, proceed If NO, disqualified Point Scoring Add 5 points for Applicants with at least 3 years of experience providing formalized training for lenders and/or real estate agents/brokers on the operation of Homeownership Funding Programs.	5
8. Lender Qualifications	LACAHSA will rely on its Partners to manage lender relationships, as experienced Partners are expected to have such networks in place.	LACAHSA will rely on its Partners to manage lender relationships, as experienced Partners are expected to have such networks in place.	LACAHSA will rely on its Partners to manage lender relationships, as experienced Partners are expected to have such networks in place.	Threshold Requirement Is the proposed program consistent with the lender qualification terms described at left? If YES, proceed If NO, disqualified Point Scoring Add 5 points for Applicants with at least 3 years of experience coordinating the efforts of at least 3 mortgage lenders in Los Angeles County on the operation of Homeownership Funding Programs.	5

Table 1. Buyer-Side Product Terms, Selection Criteria, and Maximum Points

Category	Down Payment Assistance Loan Terms	Interest-Rate Buydown Loan Terms	Principal-Reduction Loan Terms	Criteria	Max. Score
9. Housing Counseling	Partner agencies are required to coordinate and/or provide housing counseling and homebuyer education services for buyers accessing LACAHSAs assistance.	Partner agencies are required to coordinate and/or provide housing counseling and homebuyer education services for buyers accessing LACAHSAs assistance.	Partner agencies are required to coordinate and/or provide housing counseling and homebuyer education services for buyers accessing LACAHSAs assistance.	<u>Threshold Requirement</u> Is the proposed program consistent with the housing counseling terms described at left? If YES, proceed If NO, disqualified <u>Point Scoring</u> Add 5 points for Applicants with at least 3 years of experience providing housing counseling and/or homebuyer education services for at least 30 prospective homebuyer households in Los Angeles County.	5
10. Periodic Adjustments	Agreements with Partners will account for regular adjustments to funding levels and metrics based on market dynamics and/or changing need.	Agreements with Partners will account for regular adjustments to funding levels and metrics based on market dynamics and/or changing need.	Agreements with Partners will account for regular adjustments to funding levels and metrics based on market dynamics and/or changing need.	<u>Threshold Requirement</u> Is the proposed program consistent with the periodic adjustment terms described at left? If YES, proceed If NO, disqualified	
11. Equitable Access	LACAHSAs intends to ensure equitable access to Buyer-Side products across all regions of Los Angeles County, particularly for immigrant communities with limited English proficiency. LACAHSAs expects Partners to further this objective through multilingual outreach, culturally responsive education, translated materials, and language assistance.	LACAHSAs intends to ensure equitable access to Buyer-Side products across all regions of Los Angeles County, particularly for immigrant communities with limited English proficiency. LACAHSAs expects Partners to further this objective through multilingual outreach, culturally responsive education, translated materials, and language assistance.	LACAHSAs intends to ensure equitable access to Buyer-Side products across all regions of Los Angeles County, particularly for immigrant communities with limited English proficiency. LACAHSAs expects Partners to further this objective through multilingual outreach, culturally responsive education, translated materials, and language assistance.	<u>Threshold Requirement</u> Is the proposed program consistent with the equitable access terms described at left? If YES, proceed If NO, disqualified	
					100

Table 2. Summary of Buyer-Side Product Point Categories and Maximum Points		
Term	Details	Max. Points
Partner Contribution (B.3)	Greater Applicant contribution earns more points.	15
Combining & Sequencing Products (B.9)	Willingness and ability to administer more products earns more points.	20
Partner Type & LACAHSAs Relationship (C.2)	501(c)(3) nonprofit status earns 10 points; not already receiving regular LACAHSAs funding earns 10 points.	20
Partner Service Area (C.3)	Applicants willing and able to serve all LACAHSAs jurisdictions earn more points.	15
Partner Experience (C.4)	Applicants with more years of experience operating Homeownership Funding Programs in Los Angeles County earn more points.	15
Lender & Real Estate Agent/Broker Training (C.7)	Applicants with experience providing formalized training for lenders/agents/brokers on the operation of Homeownership Funding Programs earn more points.	5
Lender Qualifications (C.8)	Applicants with experience coordinating the efforts of mortgage lenders in Los Angeles County for Homeownership Funding Programs earn more points.	5
Housing Counseling (C.9)	Applicants with experience providing housing counseling and/or homebuyer education services for buyers in Los Angeles County earn more points.	5
Total		100

Table 3. Buyer-Side Product Bonus Points		
Category	Details	Points
Deeper Affordability	Applicants indicating a willingness to provide additional subsidy to support households with incomes at or below 75% AMI, without matching LACAHSAs subsidy, will receive an additional 5 points . Applicants seeking these additional points must indicate the proposed source of funding for this deeper affordability (e.g., Applicant liquidity, philanthropic support, committed government funds). The lower maximum AMI will be documented as a requirement in the Administration Agreement, and Applicants will be required to demonstrate sufficient funds to cover the associated additional costs before receiving funds pursuant to any Contract Award.	5
Wildfire Recovery	Applicants indicating a willingness to create a preference in their proposed program and provide outreach for buyers of properties in Altadena, Pasadena, Pacific Palisades, or Malibu affected by the 2025 wildfires (“Wildfire Recovery Areas”) will receive an additional 5 points . To receive these points, Applicants must provide a detailed plan for implementing the proposed preference and conducting outreach to potential buyers of properties in Wildfire Recovery Areas.	5
Breadth of Assistance	Applicants that responded to both this Buyer-Side Assistance NOFA and LACAHSAs Production-Side Homeownership Assistance NOFA will receive an additional 5 points .	5

Table 4. Buyer-Side Product Tiebreakers (Order of Priority)		
Service Area	Applicants willing and able to serve all LACAHSAs jurisdictions will receive preference.	
Product Suite	Applicants willing and able to administer all three buyer-side programs will receive preference.	
Homebuyer Lending Experience	Applicants with at least 5 years of experience administering a homebuyer lending program, and serving at least 50 households, in Los Angeles County will receive preference.	
Proposed Contribution	Applicants with the highest proposed contribution relative to LACAHSAs contribution (e.g., 2:1 instead of 1:1 match) will receive preference.	
Available Matching Funds	Applicants with the highest amount of Matching Funds (determined as described in Section B.3 of Table 1 above) will receive preference.	

EXHIBIT B:

Certifications and Legal Disclosure Forms

Exhibit B: Certification and Legal Disclosure Form



Certification and Legal Disclosure Form

Instructions

The Los Angeles County Affordable Housing Solutions Agency (“LACAHSa”) requires all Applicants to complete a Certification and Legal Disclosure Form (“Disclosure Form”). LACAHSa uses the Disclosure Form to confirm the accuracy and completeness of the information that the Applicant provides in the application and to identify any legal issues that may affect the Applicant’s ability to administer Buyer-Side Assistance and use of LACAHSa funds.

The Disclosure Form includes a certification section and a questionnaire. In certification section of the Disclosure Form, Applicants must attest to: (1) the accuracy of the information Applicant provided in the application, (2) legal authority to submit the application on behalf of the Applicant, (3) the disclosure of persons or entities that will perform material functions in the proposed Buyer-Side Assistance program, (4) the Applicant’s legal status, authority, debarment status, and eligibility to participate in housing programs, (5) the disclosure and updating of material legal matters, and (6) the public nature of the information in the application and acknowledgment that application records may be subject to disclosure under the California Public Records Act. The questionnaire covers the Applicant and certain related parties’ civil and criminal legal history, including any bankruptcies, receiverships, defaults on loans, foreclosures, civil litigation, administrative or civil settlements, decisions, or judgments, and criminal charges or convictions. Applicants must provide an explanation for any positive responses to any questions regarding the Applicant’s legal history. Some parties, including certain members of the boards of directors of nonprofit corporations are not required to complete the questionnaire. LACAHSa reserves the right to revise or supplement the forms in this Exhibit and to require Applicants or selected partners to provide additional or updated information, certifications, or disclosures as reasonably necessary to evaluate applications, make or administer funding decisions, or comply with applicable law or LACAHSa policies, as they may change over time.

Applicant Entity Information	
Name	
Entity Type	Choose an item.
Address	

Certification

On behalf of the entity identified above, I certify that:

1. The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct.
2. I possess the legal authority to submit this application on behalf of the entity identified in this application and the attached signature block.
3. To the extent know, as of the date of this application, the following is a complete disclosure of all partners, subcontractors, affiliates, and other persons or entities that will perform a material function in the proposed Buyer-Side Assistance program, including origination, underwriting, servicing, brokering, counseling, monitoring, or compliance, together with the function each will perform.

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4. Applicant is duly organized, validly existing, and, if applicable, in good standing under the laws of its jurisdiction; possesses, or will possess before performing, the licenses, registrations, approvals, and authority required to perform the functions described in its application; and neither Applicant nor any principal or partner responsible for the proposed program is currently debarred, suspended, or otherwise ineligible to participate in a federal, state, or local housing program, or included on a debarment list identified in Question 2 below, except as disclosed below.
5. Applicant has disclosed any pending or threatened claim, action, investigation, default, enforcement matter, settlement, decision, or judgment that could materially impair Applicant's ability to administer the proposed program or perform the Administration Agreement.
6. Applicant will promptly update these disclosures following any material change. Applicant acknowledges that application records may be subject to disclosure under the California Public Records Act, subject to applicable law and Section 7.C of this NOFA.

Printed Name	Title of Signatory	Signature	Date

Legal Disclosure

Applicant Entity Information	
Name	
Entity Type	Choose an item.
Address	

For purposes of the following questions, and with the exceptions noted below, the term “applicant” shall include the applicant, joint applicant, sponsor(s), and any subsidiary of the applicant, joint applicant, or sponsor(s) if the subsidiary will perform a material function in, or receive a material financial benefit from, the proposed program.

In addition to each of these entities themselves, the term “applicant” shall also include the direct and indirect holders of more than ten percent (10%) of the ownership interests in the entity, as well as the officers, directors, principals and senior executives of the entity if the entity is a corporation, the general and limited partners of the entity if the entity is a partnership, and the members or managers of the entity if the entity is a limited liability company.

The following questions must be responded to for each entity or person qualifying as an “applicant” as defined above. **Exceptions:**

- Public entity applicants, including, but not limited to cities, counties, and joint powers authorities, must complete the certification above and answer the following questionnaire on behalf of the public entity. Members of their governing body, officers, and employees need not answer separately solely because of those positions.
- Members of the boards of directors of non-profit corporations, including officers of the boards, are also not required to respond. However, chief executive officers (Executive Directors, Chief Executive Officers, Presidents or their equivalent) must respond, as must chief financial officers (Treasurers, Chief Financial Officers, or their equivalent).

Administrative Matters

Explain all positive responses on a separate sheet and include with this questionnaire in the application.

1. In the past ten years, has the applicant received a notice of non-compliance or other notice of violation related to its administration of a housing, lending, or home-buyer assistance program from a housing agency or municipal entity in the County of Los Angeles or from the California Debt Limit Allocation Committee (CDLAC), California Tax Credit Allocation Committee (CTCAC), California Department of Housing and Community Development (HCD) or United States Department of Housing and Urban Development (HUD)?	Choose an item.
2. Does the applicant (or any of its principals or partners) currently appear on any debarment list maintained by any housing agency or municipal entity in the County of Los Angeles, by the State of California (e.g., CDLAC, CTCAC, Department of Housing and Community Development), or by the U.S. Federal Government (e.g., U.S. Department of Housing and Urban Development)?	Choose an item.

Civil Matters

Explain all positive responses on a separate sheet and include with this questionnaire in the application.

3. Has the applicant filed a bankruptcy or receivership case or had a bankruptcy or receivership action commenced against it, defaulted on a loan or been foreclosed against in the past ten years?	Choose an item.
4. Is the applicant currently a party to, or been notified that it may become a party to, any civil litigation that may materially and adversely affect (a) the financial condition of the applicant's business, or (b) the proposed program or Applicant's ability to perform the Administration Agreement?	Choose an item.
5. Have there been any administrative or civil settlements, decisions, or judgments against the applicant within the past ten years that materially and adversely affected (a) the financial condition of the applicant's business, or (b) the proposed program or Applicant's ability to perform the Administration Agreement?	Choose an item.
6. Is the applicant currently subject to, or been notified that it may become subject to, any civil or administrative proceeding, examination, or investigation by a local, state or federal licensing or accreditation agency, a local, state or federal taxing authority, or a local, state or federal regulatory or enforcement agency?	Choose an item.

7. In the past ten years, has the applicant been subject to any civil or administrative proceeding, examination, or investigation by a local, state or federal licensing or accreditation agency, a local, state or federal taxing authority, or a local, state or federal regulatory or enforcement agency that resulted in a settlement, decision, or judgment?

Choose an item.

Criminal Matters

Explain all positive responses on a separate sheet and include with this questionnaire in the application.

8. Is the applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, felony charges against the applicant?	Choose an item.
9. Is the applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, misdemeanor charges against the applicant for matters relating to the conduct of the applicant's business?	Choose an item.
10. Is the applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, criminal charges (whether felony or misdemeanor) against the applicant for any financial or fraud related crime?	Choose an item.
11. Is the applicant currently a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, that could materially affect the financial condition of the applicant's business?	Choose an item.
12. Within the past ten years, has the applicant been convicted of any felony?	Choose an item.
13. Within the past ten years, has the applicant been convicted of any misdemeanor related to the conduct of the applicant's business?	Choose an item.
14. Within the past ten years, has the applicant been convicted of any misdemeanor for any financial or fraud related crime?	Choose an item.

Printed Name	Title of Signatory	Signature	Date

EXHIBIT C:

Conflict of Interest Disclosures



LACAHSa CONFLICT OF INTEREST DISCLOSURE STATEMENT

Each Applicant must fill out and sign a Levine Act Compliance Form (Attachment 1) and a Conflict of Interest Disclosure Form (Attachment 2) and submit these forms with their application. Failure to submit these forms with the application may disqualify the Applicant from further consideration. Attachments 1 and 2 are provided on the following pages. LACAHSa reserves the right to revise or supplement the forms in this Exhibit and to require Applicants or selected partners to provide additional or updated information, certifications, or disclosures as reasonably necessary to evaluate applications, make or administer funding decisions, or comply with applicable law or LACAHSa policies, as they may change over time.

(Intentionally left blank, Attachment 1 begins on the following page)

ATTACHMENT 1 - LEVINE ACT COMPLIANCE FORM

This form must be completed separately by each Applicant and by each other person or entity that will itself be a party to the proceeding or an agent of an Applicant.

Pursuant to the Levine Act (Government Code section 84308), a person who is an “officer” of LACAHSAs within the meaning of Government Code section 84308(a)(4) and California Code of Regulations, section 18438.1(d) of Chapter 4, Division 6, Title 2 (each, a “LACAHSAs Officer”) may be required to disclose a contribution and/or be disqualified from participating in a proceeding involving contracts, franchises, licenses, permits, and other entitlements for use if the LACAHSAs Officer received more than \$500 in contributions in the past 12 months from the Applicant, any paid agent of the Applicant, or any financially interested participant who actively supports or opposes a particular decision in the proceeding. While this proceeding is pending and for 12 months following LACAHSAs’s final decision, an Applicant may not make a contribution of more than \$500 to a LACAHSAs Officer, and an Applicant’s agent may not make a contribution in any amount to a LACAHSAs Officer.

LACAHSAs requires you to disclose information about any contribution or contributions exceeding \$500 made within the preceding 12 months by you, your company, and lobbyists and agents paid to represent you in this proceeding. Failure to complete the form in its entirety may result in significant delays in the processing of your application and potential disqualification from the application process.

You must fully answer the applicable questions below. You (“Declarant”), or your company, if applicable, including all entities identified below (collectively, “Declarant Company”) must also answer the questions below. The term “employee(s)”, as used here, is defined as employees, officers, partners, owners, or directors of Declarant Company.

An affirmative response to any questions will not automatically cause the disqualification or denial of your application. However, failure to answer questions completely, in good faith, or providing materially false answers may subject Applicants to disqualification from the application process.

Complete each section below. State “none” if applicable.

A. COMPANY OR APPLICANT INFORMATION

1) Declarant Company or Applicant Name:

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- a) If applicable, identify all subcontractors that have been or will be named in your bid or proposal:
 - b) If applicable, variations and acronyms of Declarant Company’s name used within the past 12 months:
 - c) Identify all entities or individuals who have the authority to make decisions for you or Declarant Company about making contributions to a LACAHSAs

Officer, regardless of whether you or Declarant Company have actually made a contribution:

[IF A COMPANY, ANSWER QUESTIONS 2 - 3]

- 2) Identify only the parent(s), subsidiaries and related business entities that Declarant Company has controlled or directed, or been controlled or directed by. "Controlled or directed" means shared ownership, 50% or greater ownership, or shared management and control between the entities.
 - a) Parent(s):
 - b) Subsidiaries:
 - c) Related Business Entities:
- 3) If Declarant Company is a closed corporation (non-public, with 35 or fewer shareholders), identify the majority shareholder.
- 4) Identify all entities (proprietorships, firms, partnerships, joint ventures, syndicates, business trusts, companies, corporations, limited liability companies, associations, committees, and any other organization or group of persons acting in concert) whose contributions you or Declarant Company have the authority to direct or control.
- 5) Identify any individuals or entities, such as employees, agents, attorneys, law firms, lobbyists, and lobbying firms, who are or will act on behalf of you or Declarant Company and who will receive compensation to appear before or otherwise communicate with LACAHSa for the purpose of influencing this proceeding. If an individual acting as an agent is also acting as an employee or member of a law, architectural, engineering, consulting, lobbying, or similar firm or entity, identify both the individual and the firm or entity.
- 6) If you or Declarant Company are a 501(c)(3) non-profit organization, identify the compensated officers of your organization and the compensated members of your board.

B. CONTRIBUTIONS

- 1) Have you or the Declarant Company solicited or directed your employee(s) or agent(s) to make contributions, whether through fundraising events, communications, or any other means, to a LACAHSa Officer in the past 12 months? If so, provide details of each occurrence, including the date.

Date (contribution solicited or directed)	Name (of the contributor)	Recipient Name (LACAHSO Officer)	Amount

* Attach an additional page, if necessary

- 2) Disclose all contributions made by you or any of the entities and individuals identified in Section A, or by any other individual or entity whose contributions must be aggregated with contributions made by you or Declarant Company under Government Code section 82015.5, to a LACAHSO Officer in the past 12 months.

Date of Contribution	Name (of the contributor)	Recipient Name (LACAHSO Officer)	Amount

* Attach an additional page, if necessary

C. DECLARATION

By signing this Levine Act Compliance Form, you (Declarant), or you and the Declarant Company, if applicable, attest that you have read the entirety of the foregoing and the statements made herein are true and correct to the best of your knowledge and belief. (Only complete the one section that applies.)

There are _____ additional pages attached to this Levine Act Compliance Form.

COMPANY APPLICANTS

I, _____ (Authorized Representative), on behalf of _____ (Declarant Company), at which I am employed as _____ (Title), attest that after having made or caused to be made a reasonably diligent investigation regarding the Declarant Company, the foregoing responses, and the explanation on the attached page(s), if any, are correct to the best of my knowledge and belief. Further, I understand that failure to answer the questions in good faith or providing materially false answers may subject Declarant Company to consequences, including disqualification of its application or delays in the processing of the requested contract, license, permit, or other entitlement.

IMPORTANT NOTICE REGARDING FUTURE AGENTS AND FUTURE CONTRIBUTIONS:

By signing this Levine Act Compliance Form, you also agree that, if Declarant Company hires an agent, such as, but not limited to, an attorney or lobbyist during the course of these proceedings and will compensate them for communicating with LCAHSA about this contract, application, project, permit, license, or other entitlement for use, you agree to inform LCAHSA of the identity of the agent or lobbyist and the date of their hire, no later than the date of the agent's first appearance before or communication with LCAHSA after this form is submitted. You also agree to disclose to LCAHSA any future contributions made to members of the LCAHSA Board of Directors or any other LCAHSA Officer or employee by the Declarant Company, or, if applicable, any of the Declarant Company's proposed subcontractors, agents, lobbyists, and employees who have communicated or will communicate with LCAHSA about this contract, application, license, permit, or other entitlement that are made after the date of signing this disclosure form while this proceeding is pending or during the 12 months following the date LCAHSA renders its final decision in the proceeding. .

Signature

Date

INDIVIDUAL APPLICANTS

I, _____, declare that the foregoing responses and the explanation on the attached sheet(s), if any, are correct to the best of my knowledge and belief. Further, I understand that failure to answer the questions in good faith or providing materially false answers may subject me to consequences, including disqualification of my application or delays in the processing of the requested license, permit, or other entitlement.

IMPORTANT NOTICE REGARDING FUTURE AGENTS AND FUTURE CONTRIBUTIONS:

If I hire an agent or lobbyist during the course of these proceedings and will compensate them for communicating with LCAHSA about this contract, project, application, permit, license, or other entitlement for use, I agree to inform LCAHSA of the identity of the agent or lobbyist and the date of their hire, no later than the date of the agent's first appearance before or communication with LCAHSA after this form is submitted. I also agree to disclose to LCAHSA any future contributions made to members of the LCAHSA Board of Directors or any other LCAHSA Officer or employee by me, or an agent such as, but not limited to, a lobbyist or attorney representing me that are made after the date of signing this disclosure form while this proceeding is pending or during the 12 months following the date LCAHSA renders its final decision in the proceeding..

Signature

Date

(Intentionally left blank, Attachment 2 begins on the following page)

ATTACHMENT 2 - CONFLICT OF INTEREST DISCLOSURE FORM

_____ (“Applicant”), in submitting the application (“Application”) in response to the Los Angeles County Affordable Housing Solutions Agency (“LACAHS”) Notice of Funding Availability (Buyer-Side Homeownership Assistance) makes the following representations:

- A) Except as set forth in this Conflict of Interest Disclosure Form (“Disclosure Form”), Applicant does not have a direct or indirect financial interest in LACAHS;
- B) Except as set forth in this Disclosure Form, no business or organization with which Applicant is associated has a direct or indirect financial interest in LACAHS;
- C) Except as set forth in this Disclosure Form, Applicant does not have any other interest or relationship that would constitute a conflict of interest, or potential conflict of interest, with LACAHS;
- D) Applicant declares and warrants that no elected or appointed official, board member, committee member, alternate, officer, or employee of LACAHS has been or shall be compensated, directly or indirectly, in connection with the Application or any work connected with the Application. Should any agreement be approved in connection with the Application, Applicant declares and warrants that no elected or appointed official, board member, alternate, officer or employee of LACAHS, during the term of their service with LACAHS shall have any direct interest in that agreement, or obtain any present, anticipated or future material benefit arising therefrom.
- E) In the event that the circumstances under which I submitted this Disclosure Form change such that a response pertaining to items A through D must be provided, I will promptly contact LACAHS and prepare a revised Disclosure Form.

DESCRIPTION OF POTENTIAL CONFLICTS OF INTEREST

*Attach additional page(s) if necessary

Signed: _____ Date: _____

Name and Title: _____

Representing: _____