

NSP TA AGREEMENT

DATE: MARCH 16, 2011

TA RECIPIENT: HIDALGO COUNTY, TEXAS DIRECT TA

WORK PLAN NUMBER: National Development Council - 042

1. TA RECIPIENT INFORMATION

Grantee	Hidalgo County, Texas
Grantee NSP Grant Number	B-08-UN-48-0501
Grantee DUNS #	103110834
TA Recipient Organization	Hidalgo County, Texas
TA Recipient NUNS #	103110834
Contact Person	Diana R. Serna
Contact Address	1916 Tesoro Blvd, Pharr Texas 78577
Contact Phone	956-787-8127
Contact Email	drserna@bizrgv.rr.com
Recipient Authorized Official	Ramon Garcia, County Judge
HUD FO Contact Person	Elva F. Garcia
HUD FO Contact Phone	210-475-6820
HUD FO Contact E-Mail	Elva.f.garcia@hud.gov

2. TA PROVIDER INFORMATION

TA Point of Contact Name	Raquel Favela
Point of Contact Organization	National Development Council
Contact Address	2638 Grayson Way San Antonio Texas 78232
Contact Phone	(210) 215-0707
Contact Email	rfavela@nationaldevelopmentcouncil.org

3. PERIOD OF PERFORMANCE

From: March 28, 2011	To: June 28, 2011
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4. TA PROVIDER STAFF

Lead Provider:	Raquel Favela	Firm:	NDC
Team Member:	Elizabeth Au	Firm:	NDC
Team Member:	Jennie Vertrees	Firm:	NDC
Team Member:	John Downs	Firm:	NDC
Team Member:	Maggie McCullough	Firm:	TRF
Team Member:	Colby Daley	Firm:	NCB Capital Impact
Team Member:	Matt Perrenod	Firm:	HPN
Team Member:	Jodi Gingiss	Firm:	Mercy Portfolio
Team Member:		Firm:	
Team Member:		Firm:	
Team Member:		Firm:	

5. TA SCOPE OF WORK

The Hidalgo County, Texas Urban County Program received an NSP I Award of \$2,867,057 and an NSP 3 Award of \$1,716,924. The Grantee is currently deploying its NSP funding utilizing the following eligible activities: (a) financing mechanisms for the purchase and redevelopment of foreclosed homes and residential properties, (b) purchase and rehabilitation of homes and residential properties abandoned or foreclosed, (c) demolition of blighted structures, (d) redevelopment of demolished or vacant properties, and (e) administration and planning costs and (f) land banking. The Land Banking activity is new to the grantee Affordable Homes of South Texas, Inc. (AHSTI) and an area where TA may be needed. In addition, AHSTI is also undertaking the acquisition, rehab for resale activities and appears to be on track with performance measures. The other Community-Based Development Organization (CBDO), Proyecto Azteca, is undertaking redevelopment activities that include the purchase of vacant lots as well as foreclosed, vacant lots for the purpose of new construction for families under 50% AMI.

The NSP TA Providers will undertake the following tasks as part of the Technical Assistance:

- Monthly site visits should begin immediately for the first three to four months and should be about two to three days in length. The top priority should be to assist AHSTI and Hidalgo County with establishing a proper land bank, operating procedures and land bank plan with a corresponding public hearing process and financing plan. In addition to assistance with land banking activities, the initial visits should include the development of a recordkeeping system for the grantee that interfaces with the recordkeeping system and will meet monitoring requirements.
- In addition to the monthly site visits, we recommend training to further expand the Grantee's and their sub recipients' capacity on financing of for-sale housing. NDC offers its Homeownership Development Finance course which focuses on developing for-sale housing. This training includes development of pro-formas, profit and loss statements and underwriting of homebuyers. This will provide the grantee with an understanding of the relationship between absorption rates and construction costs so that they can adjust their projections and the amount of subsidy available for the development and the buyers.

Remote technical assistance is recommended to allow the provider to answer questions as they arise and develop due diligence documents for the Grantee and sub recipients particularly in the areas of acquisition and disposition requirements. This would comprise of approximately 2 – 4 days of off- site work per month

6. TA SCHEDULE

Milestone:	Review TA with HUD SA Field Office	Date	Within 5 business days of assignment
Milestone:	Contact Grantee and draft and execute TA Agreement	Date	Within 5 business days of assignment
Milestone:	Initial site visit to Hidalgo County Urban County Program – review land bank creation process, review of property inventory and evaluate re-classification of eligible uses, customize templates for single family transactions (acquisition and disposition), schedule logistics for underwriting training w/ other federal requirements (Section 3, Environmental Reviews, appraisals)	Date	Within two weeks of approval of workplan
Milestone:	Hold 5 day underwriting training (pro-formas, profit and loss, cash flow statement, long-term affordability, qualifying buyers)	Date	Within 45 days of approval of TA work plan
Milestone:	Site visit to review of recordkeeping and portfolio management systems to ensure compliance with NSP requirements	Date	Within two weeks of completion of training
Milestone:	Remote TA to review templates developed as a result of training and recordkeeping TA	Date	Within one week of recordkeeping & portfolio management systems site visit
Milestone:	Ongoing remote TA (i.e. phone calls & with grantees / sub-recipients	Date	Ongoing for up to 90-days after approval of

10. AGREEMENT

TA RECIPIENT -- NAME: Hidalgo County Judge, Ramon Garcia	DATE

TA PROVIDER -- NAME: Raquel Favela	DATE

HUD -- NAME:	DATE