

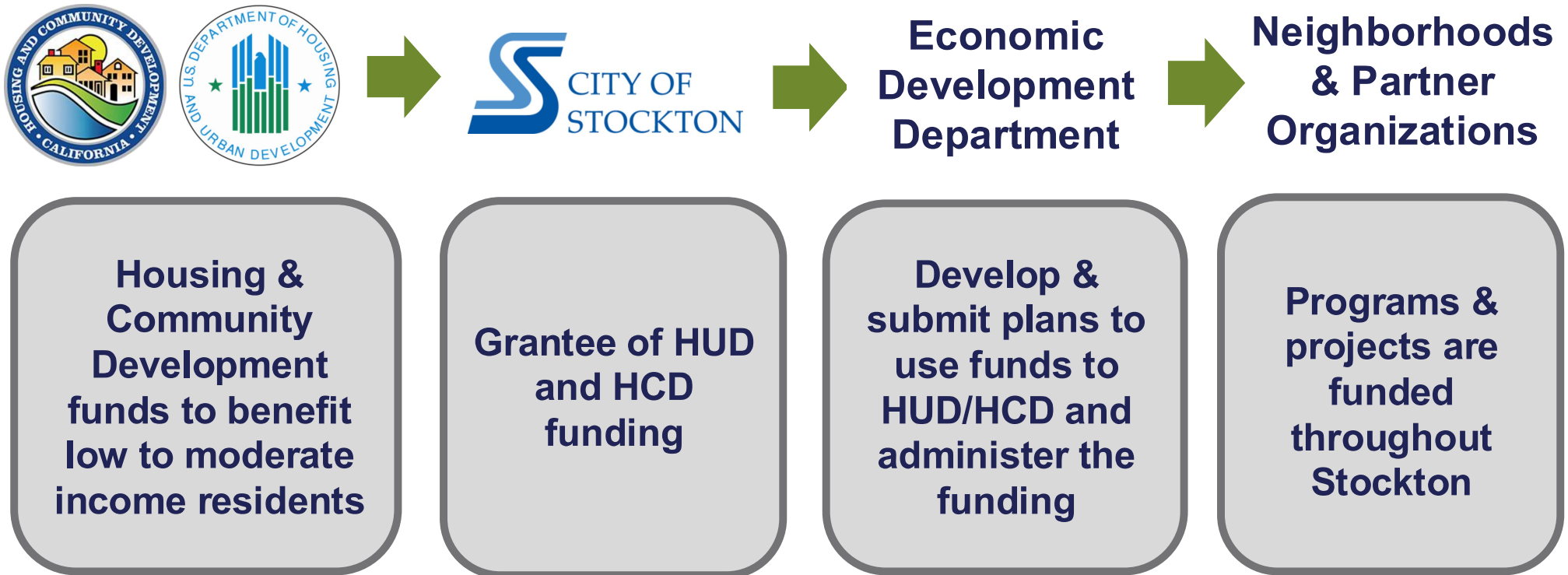


CITY OF STOCKTON

NOFA Process Review Workshop

October 6, 2025

Flow of HUD/HCD Funds



Federal/State Requirements & Expectations

HUD/HCD “Subrecipient” Expectations:

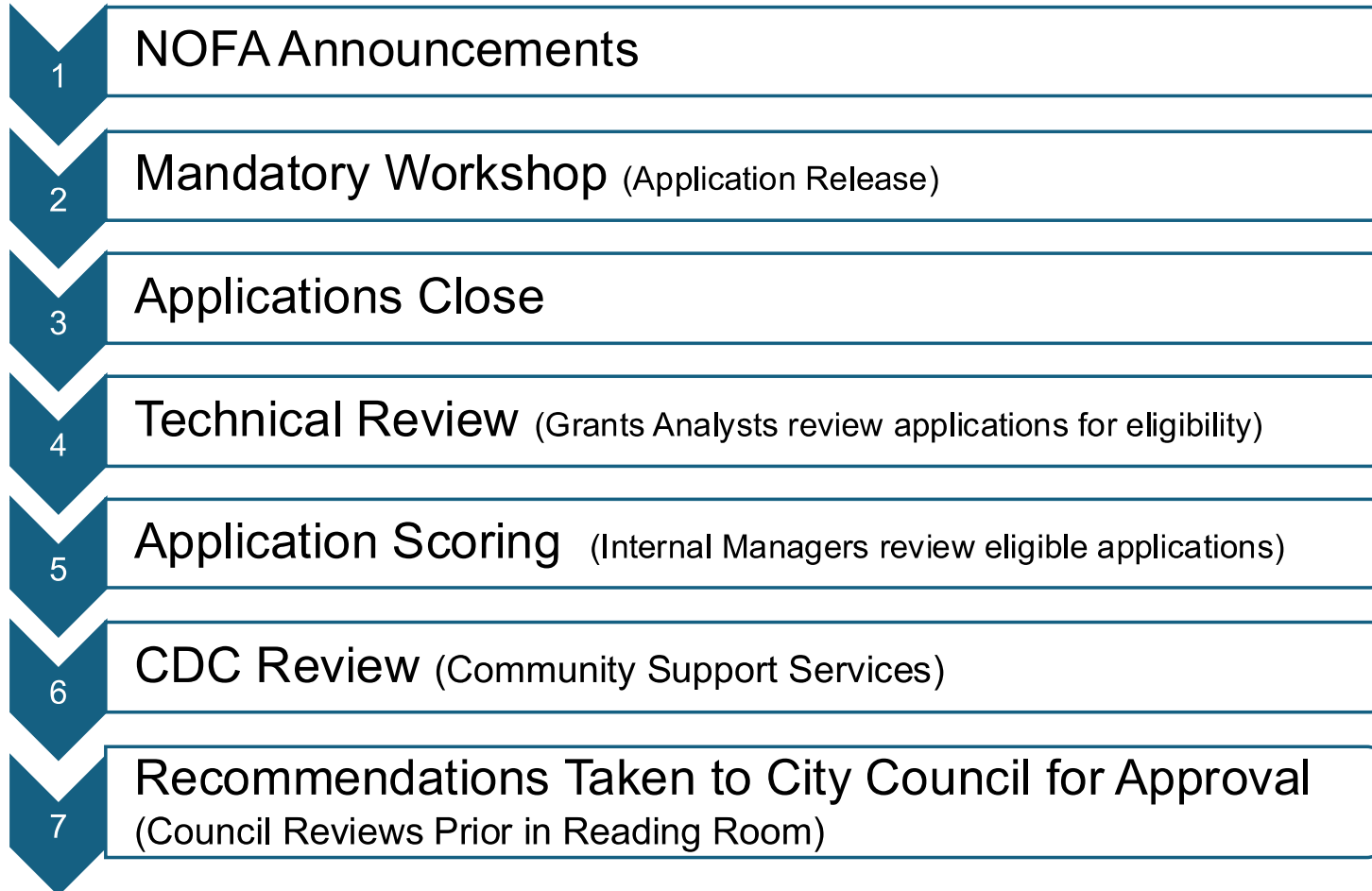
Organizational capacity – established in various ways:

- ✓ Organizational Infrastructure: Governance (Board of Directors) & Legal Structure
- ✓ Sound Written Policies and Procedures
- ✓ Financial Management & Internal Controls Systems
- ✓ Adequate Systems & Qualified Staff

As administrators of State and Federal funds, it is the City’s job to:

- ✓ Assess organizational capacity
- ✓ Determine project feasibility
- ✓ Mitigate risk of wasting/misusing state and federal funds

NOFA Process



City Technical Review

- ✓ Organizational Documents
 - ❑ Org Chart, Board of Directors Roster, Articles of Incorporation, Bylaws, Federal/State Tax Exempt Determination and Status Letters, etc.
- ✓ Policies and Procedures
 - ❑ Programmatic, Financial Policies, Internal Controls, and Recordkeeping Policies, Conflict of Interest, Non-Discrimination, etc.
- ✓ Certification of Good Standing and Audits
 - ❑ IRS 990s, Single Audits, Financial Statement Audits, SAM.gov Registration, etc.
- ✓ Systems and Operations
 - ❑ Time and Effort Reporting, staff experience with HMIS and CES, etc.
- ✓ Environmental Documents

Organizational Capacity Assessment

- ✓ Ability to meet the Federal/State eligibility criteria
- ✓ Project timeliness
- ✓ Prior experience with similar grant programs
- ✓ Financial Capacity
- ✓ Staffing Capacity
- ✓ Separation of Duties (organization infrastructure)
 - Avoiding conflict of interest (real or perceived)
- ✓ Internal controls
 - Policies and procedures, recordkeeping systems, financial systems, and filing systems
- ✓ Environmental Review – Process and Schedule

Application Scoring Criteria

Scoring Breakdown	Criteria
30%	Developer Experience & Financial Capacity
30%	Financial Proforma
20%	Projected Rents & Income Level Targeting
15%	Unique Project Design Features
5%	Financial Readiness – Gap Amount
Total 100%	

The Why?

- ✓ Contract and Funding Source Deadlines
- ✓ Timely Expenditure
- ✓ Invoicing and Financial Tracking Requirements (i.e. time and effort reporting, cost allocation, match/leverage reporting)
- ✓ Reporting Requirements
- ✓ Ability to meet the stated goals
- ✓ Ability to meet and adapt to Federal, State, and local guidelines
- ✓ Participate in COS/HUD/HCD monitoring reviews and respond to findings requirements, if applicable