

Notice of Intent to Award

SFY 2025 Homeownership Development Program

March 7, 2025

Sent via Email

To: Alaska Community Development Corporation
Rural Alaska Community Action Program, Inc.
Sitka Community Land Trust

pshiflea@alaskacdc.org

ceo@ruralcap.com

randy@sitkacilt.org

Re: Notice of Intent to Award SFY2025 Homeownership Development Program

Dear Applicants:

Alaska Housing Finance Corporation (AHFC) announces its "Intent to Award" funding from the Homeownership Development Program (HDP) funded through the HOME Investment Partnerships Program. The dollar amount shown below represents the maximum amount awarded to your project and may be reduced if AHFC determines it is not necessary to achieve project viability.

This serves as formal notice of AHFC's intent to award the funds identified below, subject to required appeals processes identified in 15 AAC 150.220 and any required environmental reviews under 24 CFR Part 92.352. It is not a funding commitment. Recipients can not undertake any development activities prior to the completion of the environmental review process or they will be ineligible for HDP funds. In accordance with the HDP Notice of Funding Availability (NOFA), applicants that are awarded HDP funds must submit all Environmental Review Record (ERR) documentation to AHFC within sixty (60) days of AHFC's issuance of the HDP Notice of Intent to Award.



Once the appeals process is complete, each successful applicant will be notified of any additional conditions or clarifications that will need to be addressed, before a formal funding commitment is executed by AHFC.

Applicant Organization	HDP Funds	Award Areas
Alaska Community Development Corporation	\$264,000	Wasilla
Rural Alaska Community Action Program, Inc.	\$266,000	Kodiak
Rural Alaska Community Action Program, Inc.	\$266,000	Seward
Sitka Community Land Trust	\$50,000	Sitka

This notice starts the appeal processes required in 15 AAC 150.220. Under 15 AAC 150.220, an interested party may protest the proposed award of a contract or grant agreement. The protest must be in writing and must include at least the following information:

- A. The name, address, and telephone number of the protester;
- B. The signature of the protester or the protester's designated representative;
- C. Identification of the solicitation, contract, or grant agreement at issue;
- D. A detailed statement of the legal and factual grounds of the protest, including copies of relevant documents; and
- E. The form of relief requested.

Please email any protest to AHFC's Planning Department Director, Daniel Delfino at ddelfino@ahfc.us. The protest must be received by AHFC no later than March 17, 2025 at 5:00 p.m. Subsequent to completion of any appeals processes required under 15 AAC 150.220 and an environmental review meeting the requirements of 24 CFR Part 92.352, AHFC will forward a Grant Agreement for execution. This agreement will outline specific Grantee responsibilities in accordance with representations made in your application, as well as applicable Federal and/or State programmatic requirements.

As identified in the application package, recipients of AHFC grant funds must provide evidence that they possess required insurance coverage prior to AHFC's execution of the Grant Agreement. In preparation for execution of the Grant Agreement, please provide evidence that you possess all of the applicable insurance coverage listed below. If you are unfamiliar with obtaining the required insurance or have questions regarding insurance, please contact Chris Tillman in AHFC's Risk Management department at 907-330-8405.

The Grantee will provide and maintain the following:

1. **Workers' Compensation Insurance:** The Grantee will provide and maintain, for all employees of the Grantee engaged in work under the Grant, Workers' Compensation Insurance as required by AS 23.30.045. The Grantee shall be responsible for ensuring that any subcontractor/ subgrantee that directly or indirectly provides services under this Grant has Workers' Compensation Insurance for its employees. This coverage must include statutory coverage for all States in which employees are engaging in work and employer's liability protection for not less than \$100,000 per occurrence. Where applicable, coverage for all federal acts (i.e., USL & H and Jones Acts) must also be included.
2. **Commercial General Liability Insurance:** The Grantee will provide and maintain Commercial General Liability Insurance with not less than \$1,000,000 per occurrence limit, and will include premises-operation, products/completed operation, broad form property damage, blanket contractual and personal injury coverage. Coverage shall not contain any endorsement(s) excluding or limiting contractual liability nor providing for cross liability.
3. **Automobile Liability Insurance:** The Grantee will provide and maintain Automobile Liability Insurance covering all owned, hired and non-owned vehicles with coverage limits not less than \$1,000,000 per occurrence bodily injury and property damages. In the event Grantee does not own automobiles, Grantee agrees to maintain coverage for hired and non-owned liability. This may be satisfied by endorsement to the CGL policy or by separate Business Auto Liability policy.
4. **Umbrella or Excess Liability:** Grantee may satisfy the minimum liability limits required above for CGL and Business Auto under an umbrella or excess liability policy. There is no minimum per occurrence limit under the umbrella or excess policy; however, the annual aggregate limit shall not be less than the highest per occurrence limit stated above. Grantee agrees to endorse AHFC as an additional insured on the umbrella or excess policy unless the certificate of insurance states that the umbrella or excess policy provides coverage on a pure "true follow form" basis above the CGL and Business Auto policy.
5. **Professional Liability Insurance:** The Grantee will provide and maintain Professional Liability Insurance covering all errors, omissions or negligent acts of the Grantee, its subcontractors/subgrantees, or anyone directly or indirectly employed by them, made in the performance of this Grant resulting in financial loss to the State. Limits required are not less than \$1,000,000 per each

wrongful act.

6. Contractors' Pollution Liability (or equivalent) Insurance: The Grantee will provide and maintain Contractors' Pollution Liability Insurance covering all (sudden/accidental or gradual) pollution conditions arising from contracting operations performed by or on behalf of the Grantee, its contractors, or anyone directly or indirectly employed by them, made in the performance of this Agreement. Limits required are not less than \$1,000,000 per each pollution condition.

7. Certificates of Insurance: Grantee agrees to provide AHFC with certificates of insurance evidencing that all coverages, limits and endorsements as described above are in full force and effect and will remain in full force and effect as required by this Grant. Certificates shall include a minimum thirty (30) day notice to AHFC of cancellation or non-renewal. The Certificate Holder address shall read:

Alaska Housing Finance Corporation
Risk Management Department
4300 Boniface Parkway
Anchorage, Alaska 99504
Fax (907) 338-9517
risk@ahfc.us

8. Information for Insurance Agents/Brokers. The Grantee is strongly encouraged to provide its insurance agent/broker with a copy of the insurance provisions of this Grant so the Grantee may timely obtain and maintain the required insurance and/or bonding.

If you have questions regarding this Notice of Intent to Award, please feel free to contact Regan Mattingly, rmattingly@ahfc.us, at 907-330-8235.

Sincerely,



Daniel Delfino

Director, Department of Planning and Program Development