



Affordable Housing Trust Fund

Work Session

Board of Supervisors

05.21.2025



Overview

Review of Housing Trust Funds

Examples

Proposed Structure



Discussion Questions

1. Does the Board support the proposed AHIF structure for grants, loans, and affordable housing needs?
2. Does the Board support the proposed composition of and proposed charge for the Affordable Housing Review Committee?



What is an affordable housing trust fund?

Established by
federal, state, or
local
governments

Stable, steady
source of
funding



Fund Purpose

Addressing affordable housing challenges through, for example:

- Construction
- Preservation
- Acquisition
- Weatherization



Common Characteristics of Housing Trust Funds

- Flexibility
- Dedicated source(s) of revenue
- Focus on local housing needs
- Formal administrative guidelines/fund structure
- Oversight body



Examples



City of Alexandria: Housing Opportunities Fund

- Created 1988
- Administering Department
 - Housing Division
- Funding sources
 - 1% Meals Tax
 - Real property tax revenue = \$0.01/\$100 assessed value
 - Developer contributions
 - Loan repayments



City of Alexandria: Housing Opportunities Fund

- Fund Structure
 - Non-competitive application process
 - Grants and loans
- Uses
 - Pre-development loans
 - Projects consistent with goals & principles of the City's Housing Master Plan & Strategic Plan
- Fund oversight
 - Housing Affordability Advisory Committee
 - 19 voting members
 - 3 non-voting members



Loudoun County: Loudoun County Housing Fund

- Created 1997
- Administering Department
 - Department of Housing and Community Development
- Funding sources (est. \$17.3 million in FY2026)
 - Proceeds from sales of Affordable Dwelling Units
 - Developer contributions
 - Private donations
 - Board designated funds
 - Loan repayments



Loudoun County: County of Loudoun Housing Trust

- Structure
 - Loans & grants
 - Competitive & non-competitive application processes
- Uses
 - Multifamily gap financing
 - Down payment assistance grants
 - ADU & Workforce Purchase Programs
 - Revitalization/Rehabilitation
- Oversight
 - Housing Advisory Board (17 members)



Henrico County: Henrico Trust Fund

- Created 2024 (*expires July 1, 2029*)
- Administering Body:
 - Partnership for Housing Affordability (PHA)
- Fund Sources
 - Revenue from data centers (one-time allocation)



Henrico County: Henrico Trust Fund

- Structure
 - Grants
 - Non-competitive application process
- Uses
 - Affordable homeownership units
- Oversight
 - PHA staff



Boulder, Colorado: Affordable Housing Fund

- Created 2009
- Administering Department:
 - Housing and Human Services
- Fund Sources
 - Developer contributions
 - Commercial linkage fees
 - General fund contributions



Boulder, Colorado: Affordable Housing Fund

- Structure
 - Grants & loans
- Uses
 - Site acquisition
 - Construction
 - Preservation
 - Predevelopment
- Oversight
 - Affordable Housing Technical Review Group (7 members)



Proposed Structure



Sources of Funds

Annual real property tax revenue

Developer contributions

Loan repayments

General Fund transfers

Donations



Funding Priorities

Households with
incomes at or
below 80% & 60%
AMI

Units with
permanent (90-
year) affordability

Significant
leveraging

Shovel-ready
projects

Support economic
& social
diversification of
neighborhoods

On-site resident
services



Target Populations

To be identified by
Housing & Human
Services staff, and
approved by the Board of
Supervisors



Examples:

- Senior households
- Families with children under the age of 5 years
- Persons experiencing homelessness



Distribution of Funds

1

Grant Funding
40% of fund
balance

2

Loans
40% of fund
balance

3

**Emerging Housing
Needs**
20% of fund
balance



Eligible Projects

New construction, non-residential to residential conversion, or substantial rehabilitation

Located in Development Areas

Applicant has control of site

In compliance with county policies



Activities

Eligible Activities:

- Pre-development
- Land acquisition & development
- Buy-down of construction loan interest
- Water/sewer connection fees
- New construction or rehabilitation
- Non-residential to residential conversion
- Homeownership programs

Non-Eligible Activities:

- Property tax penalties
- Community meetings
- Mailings
- Administrative, staffing or other operating costs



Process

Annual NOFA

- Online process through NextZen

Evaluation criteria

- Minimum of 75% of total points needed for funding consideration

Final approval from Board of Supervisors



Evaluation Criteria

Evaluation Criteria	Maximum Points	
	Rental	Owner
	190	170
Readiness to Proceed	50	50
Capacity & Experience of Development Team	40	30
Project Budget	40	30
AHIF Funding Request	10	10
AHIF Funding Leverage	10	10
Energy Efficiency	10	10
Resident Displacement (if applicable)	10	10
County Priorities	20	20



Fund Management & Oversight

Administering Unit:

- Office of Housing
- Department of Finance and Budget



Affordable Housing Review Committee

7 voting members

- Real estate professional
- Lender with residential construction loan experience
- Builder
- Nonprofit housing organization
- 2 county residents
- County representative



Affordable Housing Review Committee

Proposed charge

1. Review AHIF applications
2. Review progress & effectiveness of AHIF
3. Review progress & effectiveness of Housing Albemarle
4. Recommendations for improvements

Meeting schedule: Quarterly





Initial purchase price	\$245,000
Increase in CPI (7%)	\$257,250
Documented Capital Improvements	\$10,000
Real Estate Commission (6%)	\$283,285
Resale Price	\$283,285

Equity earned	\$38,285
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