Uplift Program

Utilizing Progressive Leveraged Investments to Finance Transformation

City of Toledo

Contents

Section 1. PROGRAM SUMMARY

The NRSA Utilizing Progressive Leveraged Investments to Finance Transformation ("UPLIFT") Program is implemented by the City of Toledo's Department of Housing and Community Development ("DHCD") and funded by federal grant funding. This guidance ("Program Guidance"), together with all subsequent revisions, modifications, or updates provided by DHCD, contains information about the program and specific requirements for program participant applications and applications submitted to DHCD for funding ("Project").

DHCD may revise, modify, or update this guidance from time to time and will notify program participants of such changes via email or by posting such changes to the DHCD website at https://toledo.oh.gov/departments/housing-community-development

1.1 Department of Housing and Community Development (DHCD)

The DHCD is located at One Government Center, Suite 1800, Toledo, Ohio 43604. DHCD is closed on official state and city-designated holidays.

The Division of Housing is responsible for processing, underwriting, closing, and monitoring program applications and participants. All correspondence should be directed to:

Division of Housing (NRSA UPLIFT)
DHCD, City of Toledo
One Government Center, Suite 1800
Toledo, Ohio 43604

Main Line ………………………………….…… 419-245-1400

Fax …………………………………………… 419-245-1192

Email ………………… neighborhoods@toledo.oh.gov

1.2 NRSA Background

The development of affordable housing in Neighborhood Revitalization Strategy Areas (NRSAs) is challenging in the City of Toledo. In most cases, home rehabilitation costs average $300,000 and significantly exceed the after-rehabilitation value due to historically low home sale comparisons and appraisals. Many inner-city neighborhoods have weak housing markets due to population loss, disinvestment, redlining, and poverty. Current market values do not justify the private rehabilitation of existing housing or the construction of new affordable housing. As a result, residential properties continue to deteriorate and thousands of vacant lots remain undeveloped, despite a significant shortage of affordable housing.

Toledo has completed NRSA Plans and secured HUD approval for the Englewood and Old South End NRSAs. A Choice Neighborhood Initiative (CNI) Transformation Plan has been completed and approved by HUD for the Junction neighborhood. These neighborhoods continue to reflect a high concentration of African American households residing in Racially and Ethnically Concentrated Areas of Poverty or R/ECAPS. Many contributing factors to R/ECAPS include distressed and abandoned properties, lack of public and private investment, loss of population, and lending discrimination. The cumulative effect of these factors has resulted in a weak housing market with extremely low appraisals, making financing for new construction and renovation almost impossible to secure.

Increased production and preservation of affordable and workforce housing in these three neighborhoods are key needs and program focus areas. During the last four years, the City of Toledo has invested over $2.5 million in CDBG and HOME dollars in these neighborhoods to support affordable housing production and preservation including housing rehabilitation and sale of homes with expiring Low Income Housing Tax Credit (LIHTC) affordability covenants; new construction and/or renovation of homebuyer units by local Community Housing and Development Organizations (CHDOs); homeownership assistance through the Home at Last Program; and acquisition, renovation and rental of residential properties for disabled persons.

All neighborhoods benefiting from UPLIFT have high percentages of residents earning below 100% of the Area Median Income (AMI). Two NRSAs have Low-to Moderate-Income (LMI), under 80% of AMI, greater than the city-wide LMI figure of 57%: Englewood has an LMI population of around 78%, and Old South End, 75%. The Junction Choice Neighborhood Planning Area has an LMI population of approximately 77%, with 60% of the population falling under 60% LMI. Median household income in Toledo in 2021 was $41,671; however, white households reported nearly double the median income of black households ($50,317 vs $29,057) (ACS 5-year estimate).

1.3 UPLIFT Program Summary

The City of Toledo DHCD is launching the NRSA UPLIFT Program, targeting the Englewood neighborhood in the first Program Year. This program is designed to counter the appraisal gap and to motivate new housing production. The ‘appraisal gap’ is defined as the difference between a project’s total development costs and the price it can be sold for in the market. The program will leverage public investment to fill gaps in the development of affordable housing. UPLIFT builds off previous programming managed by DHCD and involves the collaboration of a broad array of stakeholders and partners.

The program is designed to provide a subsidy based on the difference between the costs to build new homes and the sale price of the home to a homeowner. Homes will be sold to first-time, low-income homebuyers in target neighborhoods. The program's goal is to expand the stock of affordable housing in the City of Toledo. UPLIFT also strives to accomplish a variety of related goals, including:

- Increasing homeownership in disinvested neighborhoods
- Upgrading housing in appraisal gap neighborhoods
- Revitalizing neighborhood revitalization strategy areas
- Uplifting community housing developers working in Toledo
- Expanding and evolving development partnerships

1.4 UPLIFT Program Design

Eligible and qualified development teams ("Developer") will acquire, develop, build, and sell quality affordable housing in the target neighborhood using a combination of public and private financing. The difference between the cost to produce affordable housing and its sales prices (i.e., appraisal gap) will be subsidized by the City of Toledo under UPLIFT.

Participants will be selected based on the criteria described in this Program Guidance, generally, and other criteria that may be published from time to time by the City or its funding resources (such as HUD). In the developer's application, it will demonstrate the capacity and vision needed to execute the proposed project, as well as private or public financing to complement the City's subsidy. As with all DHCD programs, selected participants will meet DHCD and City public objectives related to the project's configuration and execution.

The developer will acquire property, design, build, and sell the project's homes per an approved budget as well as an approved scope of work, contract documents, plans, and specifications. The developer will requisition funds from construction loans, private equity, lines of credit, or other sources to finance construction as it progresses. The difference between the final total development cost and sales price will be provided as a grant from the City to the developer after the sale of the home to a homebuyer. This subsidy makes affordability in new construction in underdeveloped markets possible. As with all DHCD programs, underwriting and project monitoring will ensure that no over-subsidization of public funding occurs.

Homebuyers will acquire fee simple title using a combination of some or all of the following:

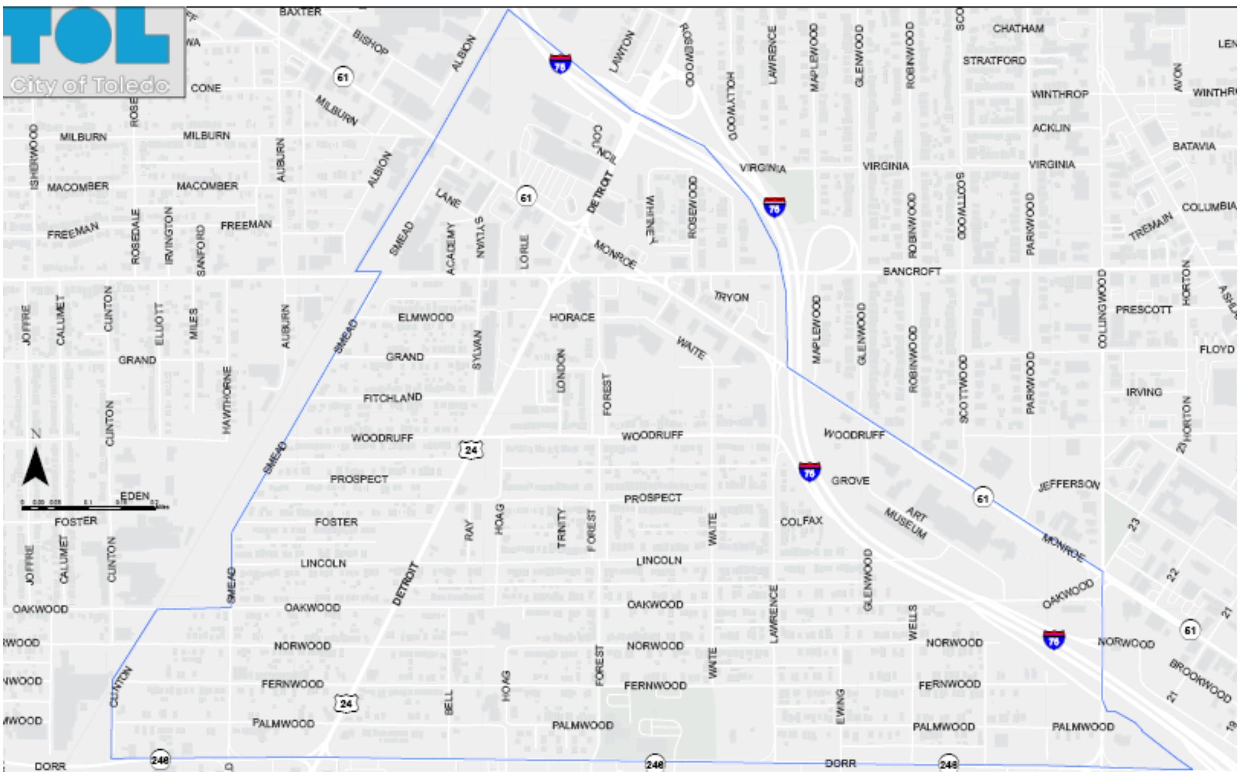
- A down payment;
- Homeownership or down payment assistance;
- First mortgage loan offered by a banking institution; and
- Any other acceptable subsidy support.

This Program Guidance will describe the basis and process by which DHCD will deploy and administer UPLIFT resources.

1.5 UPLIFT Program Areas

The program is focused on NRSAs designated in the City of Toledo: the neighborhoods of Englewood, Junction, and Old South End. These neighborhoods are the focus of other DHCD and City programming and investment, with the goal of neighborhood revitalization. **The 2026 Program Year (PY) of NRSA UPLIFT will be for projects located within the Englewood NRSA boundary.** Expansion of the program into other NRSA neighborhoods will be announced in future program years.

Englewood NRSA Boundary



1.6 UPLIFT Program Terms (PY 2026)

Certain program terms are as follows:

SUMMARY OF TERMS*	
Minimum Subsidy Amount	$10,000 per unit
Maximum Subsidy Amount	$125,000 per unit**
Eligible Developers	Developers (non-profit and for-profit)
Eligible Activities	New Construction
Eligible Property Types	Single-family housing, 1-4 units (modular construction allowed)

Eligible Neighborhoods	Englewood
Eligible Homebuyers	Qualified, 80-120% AMI, down-payment assistance eligible

*Other terms and requirements outlined in this program guidance apply.
** Amount subject to underwriting approval.

1.7 Program Resources

The program is funded through several federal program sources.

- **Community Project Funding:** In 2024, the City of Toledo received a $4 million federal Community Project Grant for economic development and housing initiatives in the Englewood and Junction neighborhoods. Rep. Marcy Kaptur sponsored the grant, which supports the renovation and revitalization of the Swayne Field Shopping Center and the creation of the UPLIFT Program. Of this grant, $1,5000,000 is dedicated to UPLIFT.
- **HUD PRO Housing:** Toledo was one of 18 communities to receive a grant in 2024, receiving $4,000,000. The grant's activities include a comprehensive zoning rewrite, pre-approved templates for new housing construction, and funding for the UPLIFT Program. DHCD received $1,600,000 for the program pool and, with the grant award, has pledged to expand the program from two to all three NRSAs and to increase the overall funding impact to 75 new or preserved homes during the grant performance period.

1.8 Program Timeline

The UPLIFT program year for 2026 will begin **July 1, 2026**, and end **June 30, 2028**. Subsequent program years will follow a yearly cycle, subject to DHCD's programmatic schedule. DHCD anticipates several program cycles, dependent on program pool funding availability, the grant performance period, and program popularity.

Section 2. PROGRAM PARTICIPATION

2.1 Eligible Activities

The program may provide a minimum subsidy of $10,000 per unit. There is a defined maximum subsidy of $125,000 per unit, but DHCD will review and underwrite proposed activities to determine if the requested subsidy amount is reasonable for the project, depending on construction costs. If the project gap is less than $10,000 per unit, the project will not be eligible for underwriting. The participant must build at least one (1) new single-family home to be eligible for the UPLIFT program.

2.2 UPLIFT Participant Eligibility

To be an eligible developer in the program, a developer must meet the following requirements:

- Qualified Developers
  - Be an organized nonprofit under Ohio law with 501(c)(3) status from the IRS for at least two years before the date of application OR Be an established for-profit company in good standing with the City of Toledo, Lucas County, the State of Ohio, and SAM.Gov;
  - Be engaged in affordable housing construction, rehabilitation, and/or development activities for at least two years before the date of application;
  - Demonstrate sufficient experience and capacity to carry out the required activities; and
  - Utilize partnerships to market and sell homes to qualified, low-income homebuyers.

Program participants shall identify lots or properties, build new homes, and identify eligible buyers for the homes strictly in accordance with the requirements outlined in this Program Guidance. DHCD will review the applications for the program to determine if they meet UPLIFT's programmatic requirements and will issue all approvals or denials, at DHCD's sole discretion.

1. **Developers:** Program participants shall:
    a. Provide DHCD with all required documentation, as DHCD may require;
    b. Identify eligible lots to build affordable housing and acquire ownership;
    c. Develop plans and specifications for new construction;
    d. Request an Environmental Review from DHCD and follow all federal, state, and local laws for asbestos, lead-based paint, and radon requirements;
    e. Construct new homes following all local, state, and federal building codes and safe living standards;
    f. List the newly constructed home at a reasonable sales price, using comparable sales and below maximum sales prices;
    g. Sell the home to a qualified homebuyer, as defined by DHCD and approved by a lending institution; and
    h. Obtain and provide the required documentation to DHCD to verify the homebuyer's eligibility.

2.3 Program Application

To participate in the program, a developer must do the following during the application window:

1. Attend the Mandatory Program Meeting;
2. Create an account in Zoom Grants;
3. Complete the threshold questions;
4. Provide the required documents; and

5. Submit the program application and all of the documentation as specified on the application to DHCD for application review.

The application obtains essential information enabling DHCD to fully and fairly evaluate the proposed projects. The program application consists of six (6) sections and will be submitted electronically.

DHCD reserves the right to request additional information before determining whether any materials submitted are satisfactory and whether an organization qualifies to become or remain a participant. Once a developer has completed its original project, it may submit subsequent applications in future funding rounds.

Applications must be submitted through Zoom Grants and be completed in their entirety to be considered. All documents submitted with applications, including surveys, financial commitments, or environmental assessments, must be deemed current, usually less than twelve (12) months old. Depending on the length of time needed for application processing, updated due diligence may be required.

2.4 UPLIFT Selection Process

DHCD will evaluate each application and select UPLIFT participants at DHCD's sole discretion. Each developer will be informed of DHCD's decision via email. Applications from qualified developers will be evaluated for meeting the UPLIFT threshold criteria (3.1) and scored against evaluative criteria (2.5). These criteria are intended to select viable projects that meet DHCD's identified priorities as well as federal and state requirements.

The five scoring areas for evaluative criteria are:

1. Development Team Experience, Capacity, and Composition
2. Project Impact
3. Leveraging Resources
4. Readiness to Proceed
5. Design Quality

Developers are advised that costs incurred to submit an application to DHCD are borne entirely by them and at their own risk. Moreover, they should be aware that the prudent, effective commitment of public resources is a responsibility DHCD takes very seriously.

If an application is materially incomplete or is unable to meet the threshold or evaluative criteria, the Department will contact the developer to discuss any non-compliant issues and provide advice on how to cure. If at any point the initial review determines that, owing to underwriting or other deficiencies, the project will not be approved by the review committee and it will be rejected. If the application is rejected, the developer will be notified in writing by DHCD. The rejection shall state the reason(s) for the rejection. A developer may request reconsideration within seven (7) calendar days of the date of the notice of rejection. The request for reconsideration shall be in writing and submitted to the Director of DHCD. DHCD will review the request and respond in a timely fashion.

Recommendations for reservations of resources under the control of DHCD will be made by a committee based on the evaluation of projects pursuant to City priorities and the availability of resources. After a reservation has been issued, projects that do not continue to meet all Threshold Criteria or that have changed materially from approved underwriting and conception may be withdrawn from processing.

Only after successful project completion and the sale of a property, the participant may submit another application in the next program year. Approved developers (nonprofit or for-profit) may apply for a maximum of four active projects at one time. DHCD, in its sole discretion, has the right to restrict a participant's maximum allowable applications.

Section 3. PROGRAM UNDERWRITING

3.1 UPLIFT Program Process

UPLIFT participants must submit application information detailing the project to build new construction.

All applications must be submitted electronically in Zoom Grants during the application window. No physical applications will be accepted. Access to the portal must be obtained by the developer, and all developers, or their representatives, must attend the virtual Mandatory Program Meeting.

To be eligible, a participant must submit each of the following items to DHCD with the timeline each is due, before conditional approval or project close. The program requires documentation at different stages of the period between application and project close. DHCD, in its sole discretion, may request additional documentation to verify the completion of each stage.

1. Program Application: At submission for project evaluation, the following items shall be submitted to DHCD for review:
    a. Program Application in Zoom Grants;
    b. Attachments:
        i. Organizational documents, organizational chart, and resumes, partnership MOUs;
        ii. Parcel information (i.e., AREIS property summary), plan for site control (i.e., purchase contract or letter of intent), project timeline;
        iii. Project Budget Worksheet;
            1. Detail on sales price determination (i.e., market study/comparable);

2. Documentation supporting construction-related costs;
iv. Sample home purchase policy and procedures
v. Project Design - Site plan, floor plans, renderings, specifications, pictures, etc.
vi. Request for Environmental Review from DHCD;
vii. Documents required for Historic Review, if the property is located in a Historic District;
c. Project Paperwork as required by the City of Toledo.

After review of an application for program participation, if the project meets DHCD's requirements, DHCD will issue a conditional letter of project approval to the participant. The conditions listed in the letter must be satisfied by the developer within 12 (twelve) months from the date of issuance. DHCD will execute a development agreement with the developer outlining the programmatic procedures.

2. **Conditional Letter of Approval:** Within 30 business days of the conditional letter of approval, the participant shall submit the following:
    a. City of Toledo Project Paperwork (provided upon approval);
    b. Executed UPLIFT Development Agreement (provided upon approval);
    c. Progress report or project update;
    d. Timeline or estimated date of completion for the project
    e. Building permits, if applicable;
3. **Continual Project Reporting:** Once every 30 days, after the conditional letter or approval, the participant shall submit the following:
    a. Progress report or timeline update;
    b. Timeline or estimated date of completion for the project;
    c. Changes to approved project (subject to DHCD approval);
    d. Building permits, if applicable;
4. **Pre-Project Close**: Once one or more qualified homebuyers have been identified, the participant (and/or lender, on the homebuyer's behalf) shall submit the following:
    a. Progress report, timeline update, and estimated date of completion for the project;
    b. Final total development cost and project budget;
    c. Demographics of the identified homebuyer;
    d. Certificate of Occupancy;
    e. Final Inspection Report;
    f. Buyer's Appraisal;
    g. Buyer's Uniform Loan Application;
    h. Buyer's Household Income Verification (i.e. paystubs, SSI, retirement);
    i. Buyer's Third-Party Authorization;

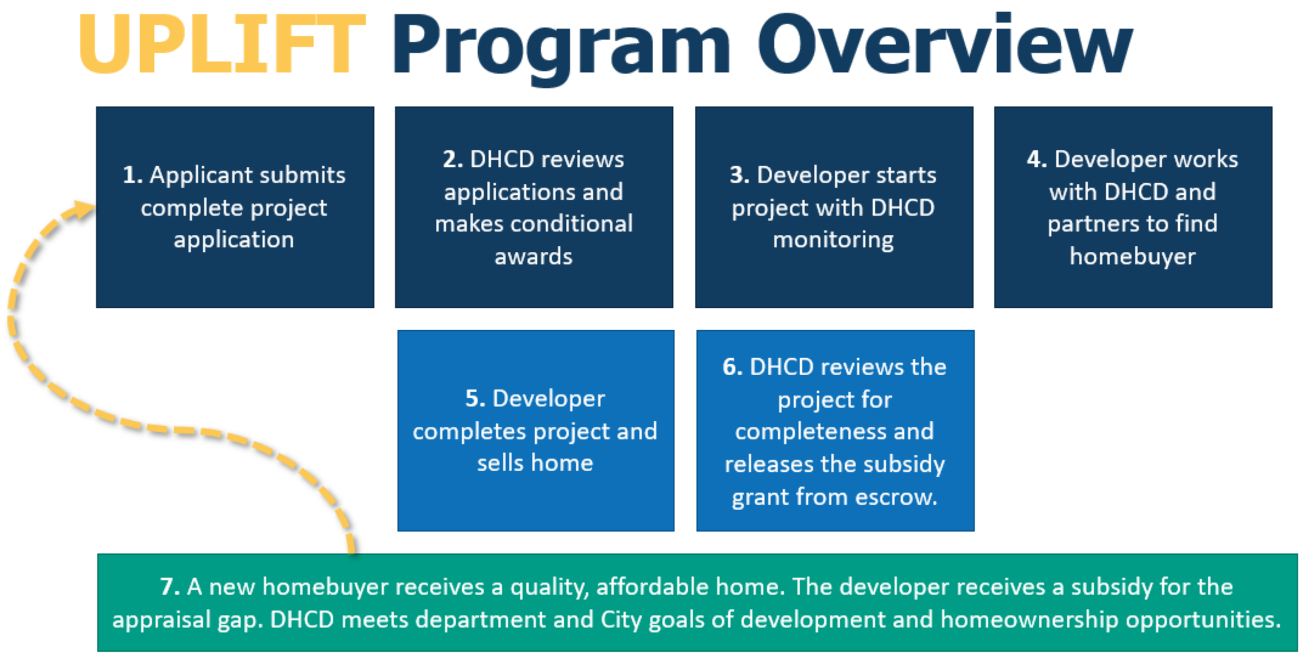
5. **Project Close**: On or after the sale of the property, the participant shall submit the following documents to DHCD (if not previously submitted):
    a. Certificate of Occupancy;
    b. Final permits and release of liens;
    c. Final Inspection Report;
    d. Buyer's Appraisal;
    e. Buyer's Uniform Loan Application;
    f. Buyer's Household Income Verification (i.e., paystubs, SSI, retirement);
    g. Buyer's Third-Party Authorization;
    h. Copy of Executed Purchase Contract;
    i. Copy of Final Closing Disclosure;
    j. Any final documentation as requested by DHCD.

Failure to provide the required documentation or any other documents requested by DHCD at any stage shall cause the project to be delayed or become ineligible, as determined by DHCD in its sole discretion. DHCD reserves the right to request additional documentation to determine approval of a project.

Participants must provide DHCD with all required documents at least 21 (twenty-one) business days ahead of project closing for DHCD review, including projects that will receive direct homeownership assistance for the homebuyer.

After the project closes, DHCD will review the final documentation and budget to determine the final subsidy amount needed to balance the project. The grant will be provided only upon a qualified sale and with all developer documentation provided.

3.2 Program Process Flowchart



3.3 Projected Project Budget Worksheet

Participants must submit a project budget as part of the UPLIFT application. The project budget must clearly demonstrate the project's financial structure. Projects should be leveraged with other funding sources, such as other grants, tax credits, private construction loans, or developer equity.

The estimated project subsidy must be delineated in the project budget. The estimated project subsidy, with contingency, will be defined in the UPLIFT Development Agreement. The actual final project subsidy will be evaluated post-project close using the final budget and costs.

DHCD limits subsidies to the amount necessary to make a project financially feasible. Even if a specific line item is not paid with a DHCD subsidy, any excess cost, regardless of the source of financing, widens the gap and increases the public subsidy required for a transaction. DHCD reserves the right to require any participating developer to justify any development cost line item and, in its sole discretion, accept or reject, in whole or in part. For example, the project budget should include all major line items for underwriting review and costs— including total development cost and cost per square foot —and should be reasonable in the current market.

The following standards will be applied to specific cost items.

3.3.1 Acquisition

The acquisition price is defined as the consideration offered for the transfer of title and legal ownership. The acquisition price does not include:

- Reasonable and necessary soft costs related to the acquisition, such as legal expenses associated with zoning, title expenses, relocation costs, and engineering fees; or,
- Off-site improvements, such as extensions of infrastructure necessary to prepare the site for its intended use, provided that the absence of such improvements is clearly noted and accounted for within the appraisal's estimate of "as is" value.

The acquisition price must meet the following requirements:

- In the case of an Arms-Length Transaction (as defined below), the acquisition price must be less than or equal to the "as is" appraised value of the property.
- In the case of a transaction involving a change of use, the acquisition price must not exceed the lesser of the "as is" appraised value or the "as completed" appraised value based on the project's projected end use.
- In the case of a Related Party Transaction (as defined below) where the property was acquired less than two years before the application date, the acquisition price must not exceed the lesser of the "as is" appraised value or the applicant's original acquisition price plus carrying costs acceptable to DHCD.
    - In the case of a Related Party Transaction where the property was acquired two or more years before the application date, the acquisition price must not exceed the "as is" appraised value of the property.

For purposes of this section, an Arms-Length Transaction is one between parties made freely and independently of each other, and without a special relationship such as a family relationship, other business relationship, or the existence of a controlling interest between the parties. In contrast, a Related Party Transaction includes one between parties where familial, business, controlling interests, or other close ties exist prior to the transaction.

DHCD will allow real estate taxes and other carrying costs associated with owning the site for up to twelve (12) months prior to application and during the period after acquisition and application to be counted towards the allowed acquisition price of the property.

For projects in which a City-owned parcel is the subject, the developer must submit a letter of intent at application outlining parcel information and a purchase price. The developer must own all parcels and property during the construction period.

3.3.2 Construction Related Professional/Third-Party Fees

Appropriate professional and third-party fees, like Development Fees, are essential to any successful project. It is recognized that many affordable housing professionals and developers invest more into their projects than is monetarily compensated. It is comparably important that fees paid with public funds are sized to reflect the actual costs and risks incurred by professionals and developers.

The Developer's Fee is inclusive of all fees paid to the developer, processing agents, and development consultants. This fee will include any deferred fees.

The UPLIFT program expects its projects to span a wide range of development team configurations, project sizes, building types, building conditions, acquisition costs, and sales programs. Since these are among the most important factors affecting the reasonableness of various fees, DHCD will evaluate reasonableness per project. As stated in "3.3 Projected Project Budget Worksheet", DHCD limits subsidies to the amount necessary to make a project financially feasible. DHCD reserves the right to require any participating developer to provide a justification of any development cost line item, including project fees, and, in its sole discretion, accept or reject, in whole or in part.

3.4 Building Permits and Inspections

Participants shall obtain the required building permits as required by local regulations. DHCD will conduct an initial inspection of the property before construction begins for rehabilitation projects. DHCD will conduct a final inspection of the property after a certificate of occupancy is issued and before the sale. The rehabilitation or construction of qualifying residential properties for all activities must be completed in accordance with all applicable construction and design standards. All rehabilitation and new construction activities must be completed according to the local and state residential building code

3.5 Environmental Review, Lead-Based Paint, Asbestos, and Radon

Participants shall submit an Environmental Review request to DHCD with the application. Participants shall comply with all applicable federal, state, and local regulations, laws, and policies in effect for: lead-based paint testing and abatement; asbestos testing, removal, and disposal; and radon testing and mitigation.

3.6 Screening/Selection of Contractors/Vendors

A participant who contracts for services (i.e. general contracting) should develop qualifying criteria and periodically advertise for contractors that meet those criteria. Advertising can be through newspapers, electronically, or by mailing to at least offer the desired services. Advertising communication must be retained on file for auditing purposes. A list of the eligible contractors should be maintained and used to obtain the required services.

Participants should screen and select contractors who will perform the work and other vendors as needed to perform the eligible activities. Participants shall maintain documentation to show that selected contractors meet the minimum requirements listed below and all other requirements contained in a participant's contractor screening and selection policy.

The following minimum requirements apply to the screening of contractors/vendors carrying out activities:

1. Liability insurance: private contractors must have adequate liability and property damage insurance;
2. Workers' compensation: private contractors must, at a minimum, be paid into the Ohio Workers' Compensation Program. Private contractors operating a sole proprietorship and who have no employees are exempt from this requirement; however, they must have proof of adequate private medical insurance coverage.
3. Debarment: No private contractor or any of its personnel may be debarred or suspended by DHCD or any federal or state program;
4. Conflicts of Interest/Code of Conduct: There must be no conflict of interest or code of conduct violation involving any person (volunteer or paid staff, or board member) associated with the participant and any private contractor personnel.

3.7 Section 3 Compliance

This program is subject to requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3) and implementing regulations at 24 CRF Subtitle B, Part 135. The purpose of Section 3 is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible and consistent with existing federal, state, and local laws, be directed to low-income and very low-income persons. Section 3 is a regulation that requires all contractors (including the prime and all subcontractors) to make efforts to hire low/moderate income people to work on the Project and provide priority consideration to residents residing in the service area or neighborhood in which the Project is located.

The Section 3 requirements apply to all contractors and subcontractors performing work on covered projects for which the amount of the assistance exceeds $300,000.00. Compliance with Section 3 requirements may be demonstrated by committing to employ Section 3 residents as 25% of hours for Section 3 workers and 5% for Targeted Section 3 workers for each year over the duration of the Project.

Section 4. PROPERTY ELIGIBILITY

4.1 Site Control

Program participants must show established site control or a plan towards site control (i.e., letter of intent or purchase contract). Developers interested in acquiring vacant City-owned parcels for new construction must document which parcels and the terms of purchase. Documentation must be submitted to DHCD with the application. The developer must own all parcels and properties during the construction period.

4.2 Property Eligibility Criteria

DHCD will determine property eligibility based on the documentation provided by the developer. For a property to be eligible, it must be a residential property that meets the following criteria:

- Zoned for residential and vacant before construction;
- Development will be for a single-family home;
- Located in the Englewood NRSA;
- Owned by the participant during all phases of development; and
- Have at least 1,000 square feet of habitable space per unit.

4.3 Property Ineligibility

The following types of properties will not be eligible:

- Commercial properties, multifamily properties, or manufactured homes.
    - Modular homes, or industrialized units, are qualified.
- Other properties not meeting the eligibility criteria or otherwise not meeting the program's requirements.

4.4 Residential Tax Abatement Program

The City of Toledo's Residential Tax Abatement (RTA) Program is designed to spur housing development and rejuvenate existing housing stock within city limits. This program offers a 100% exemption on the increased property value resulting from new home construction or significant renovations.

Single-family homes and multi-family structures with four or fewer units qualify for the RTA Program. The RTA Program supports the development of new single-family homes, multi-family investor-owned properties, and the rehabilitation of existing single- and multi-family housing. The minimum cost of improvements for rehabilitation is set at $2,500. The abatement periods vary, with new construction projects qualifying for up to a 15-year exemption and renovation projects qualifying for up to a 12-year period.

Participating developers (and the subsequent future homeowners) in this program are eligible for the RTA program. DHCD is not responsible for the tax abatement program or any applications for residential tax abatement. Developers, if interested, must complete and submit an application through the City of Toledo website portal.

4.5 Property Appraisals for Rehabilitation and New Construction

DHCD will require a "Subject-To" appraisal in connection with each application for new construction or home rehabilitation projects. A final appraisal by an appraiser, along with a final inspection, verifying value based on completion, per plans and specifications, will be due prior to project close and subsidy disbursement.

DHCD will require plans and specifications of the new construction project in connection with each application. A final appraisal by an appraiser, along with a final inspection, verifying value based on completion, per plans and specifications, will be due prior to project close and subsidy disbursement.

4.6 Property Acquisition Limits

These are the maximum purchase prices for homes, as established by HUD (Effective December 1, 2025).

	1-Unit	2-Unit	3-Unit	4-Unit
Existing Homes	$219,000	$280,000	$339,000	$420,000
New Homes	$306,000	$392,000	$475,000	$588,000

4.7 Homebuyer Income Limits

These are the income limits, as established by HUD (June 1, 2026), and apply to the homebuyer purchasing the completed home.

	1 person	2 person	3 person	4 person	5 person	6 person	7 person	8 person
80%	$53,450	$61,050	$68,700	$76,300	$82,450	$88,550	$94,650	$100,750
120%	$80,150	$91,600	$103,050	$114,500	$123,650	$132,800	$141,950	$151,100

Depending on the application's underwriting, total project cost, requested subsidy, and projected sale amount, properties will be sold to homebuyers at or below 80% and 120% AMI. DHCD must meet certain metrics for affordable housing and will do so by determining individual projects for specific income levels, as feasible.

4.7.1 Homeownership Assistance

Homebuyers engaged by participating developers may be eligible to apply for the City of Toledo Home at Last Homeownership assistance. In the Englewood NRSA, eligible future homeowners can receive up to $20,000 in homeownership assistance.

Homeowners must work with a Home at Last participating lender to submit an application.

The homeowner application is a typical part of the home closing process, and DHCD is able to simultaneously process both a developer project and a homeowner application for the same address. DHCD requests that applications for homeownership assistance be received at least 21 days before closing.

4.8 Period of Affordability

Units constructed under the program may require a period of affordability on the residential property via a Restrictive Covenant. The property will only be sold to households with incomes below 80%-120% AMI during the period of affordability. The length of the period of affordability depends on the following:

City of Toledo Home at Last	5 years

Section 5. PROGRAM THRESHOLD REQUIREMENTS

5.1 Marketing and Neighborhood Engagement

DHCD recognizes that thriving communities and reducing appraisal gaps depend on more than quality, affordable housing, and commercial services. Social connections among new households and between new and current residents are also essential. Many different activities and institutions can contribute to the strength of a neighborhood's social engagement, and which of these will be present or can be nurtured in a given community will depend on the specific community's people, history, and institutions.

UPLIFT participants are required to submit a marketing and neighborhood engagement plan at application that details partnerships involved in the project, how homebuyers will be identified, and how the home will be sold to an eligible homebuyer. This plan should include considerations to engage the neighborhood and Toledo residents in homeownership, as well as a promise to be a good neighbor to adjacent homes during the construction period.

5.2 Subsidy Specific Requirements

Projects may be funded through one or more of the program's resources, depending on the project's needs and flexibility. Below are the basic requirements of each program source:

Community Project Funding (EDI)

- Homeowner up to 120% AMI.

HUD PRO Housing Grant

- Homeowner must be between 80% to 120% AMI.
- Sales cap must be below HUD's maximum purchase prices for homes, as listed in 4.6.

The requirements imposed by the funding requirements are cohesively incorporated into this program guidance.

5.3 Asset Management and Regulatory Compliance

The development team will be expected, if and as the need arises, to respond appropriately to situations in which repairs for work under warranty are required or latent defects are found.

5.4 Document Retention

Participants shall retain all data, books, reports, documents, audit logs, and records, including electronic records or copies thereof, related to the program ("Records") for five years from the date the program subsidy is disbursed ("Retention Period"). Upon expiration of the retention period, program participants may dispose of their records, provided that has submitted all records to DHCD and have received confirmation from DHCD of the receipt of said records.

5.5 Release of Applicant Information

As a public entity, DHCD may release application information publicly, to local jurisdictions, or to other project participants. Other releases of either individual application or collective project information reflect the Department's balanced assessment of both the public interest as well as the commercial and privacy interests of its partners.