

HC  
10-23-2025

Item No.2  
NOFA and  
BMR RFP

Presentations

# **FY 2026-27 Notice of Housing Program Funding Availability (NOFA) and Below Market Rate (BMR) Request for Proposals (RFP)**



**CUPERTINO**

Nicky Vu, Senior Housing Coordinator  
October 23, 2025

# Housing Funding NOFA



# Purpose

- Annual request for proposals for eligible capital housing projects and low-income public service programs
- **Application Period:**
  - **November 3, 2025 – February 3, 2026**

# Funding Sources

- Below Market Rate Affordable Housing Funds (BMR AHF)
- Community Development Block Grant (CDBG)
- Public Service funding was awarded on a two-year cycle, all Public Service contracts will automatically renew

# Eligible Funding Activities

## Capital Housing Projects (BMR AHF, CDBG)

- Land acquisition
- New construction
- Housing preservation
- Public building/home rehabilitation
- Public infrastructure improvements

# Funding Amounts (est.)

| Funding Source                                      | Amounts (est.)     |
|-----------------------------------------------------|--------------------|
| <b>Capital Housing Funds</b>                        |                    |
| Below Market Rate Affordable Housing Fund (BMR AHF) | \$1,100,000        |
| Community Development Block Grant (CDBG)            | \$280,000          |
| <b>Total</b>                                        | <b>\$1,380,000</b> |

# Target Population

- Special needs housing identified in Housing element: formerly homeless persons, seniors, disabled persons, transition aged youth, special needs individuals etc.
- Low- and/or moderate-income persons and households



# Process

- Online Applications:  
[www.citydataservices.net](http://www.citydataservices.net)
- Public Hearings (Spring 2026)
  - Housing Commission – Decision
  - Housing Commission - Draft
  - City Council

LOG IN: USER  PWD



[HOME](#) [ABOUT](#) [SERVICES](#) [BLOG](#) [DEMO](#) [COMMUNITY](#) [FAQ](#) [POLICIES](#) [CONTACT](#)



**Complete Grant and Loan Management  
Software Solution for Cities and Counties**

**Built by City Staff for City Staff**

CDS provides complete, "Smart" solutions managing all public services, economic development and housing through a cloud-based platform - wherever you are. CARES, CDBG-CV, emergency funds, not a problem! From applications and reporting, to monitoring, inspections, compliance and portfolio management. We are your go to when your work load is off of the charts!

Ready for a cloud-based grant and loan management system?

**What Makes Us Unique?**

***Tailored Systems for Public Services and Housing***

We are a boutique company and offer specialized software for grant and loan management; systems designed

# Login/Password

- Returning Applicants: you already have one
- New Applicants:  
CUP2026/CUP2026

## CDBG Public Service Program Application (3yr)

City of Cupertino

Fiscal Year 2024-2026

Due Tuesday February 6, 2024 before 5:00 PM

[Click Here](#) to see the 2024 NOFA and RFP.[Click Here](#) for useful instructions for how to use this online application.

Select type of Funding Requested and Type of Activity, then click to Update Application

Choose Application Type and Funding: [Click Here to Update Application](#)

Do you also want to apply for:

☐ General Fund Human Service (HSG) Funding☐ Below Market-Rate (BMR) Affordable Housing Fund (AHF) Public Services Funding[Save and Continue](#)

## SECTION 1: COVER SHEET

## A. Applicant Information

Legal Name of Organization:

Test Agency

Mailing Address:

Test Address 1234

City, State, Zip Code:

Test City, CA 123456

Web Address:

Contact Person:

Test Contact

Title:

Email Address:

citydatareports@yahoo.com

Telephone Number:

1234567890

Fax Number:

Executive Director:

Test Contact

Email:

citydatareports@yahoo.com

## B. Project Overview

Project Name:

Test Program

Location of Project Activity:

Test Address 1234

City, State, Zip Code:

Test City, CA 123456

Brief Project Description:

You have 1000 characters left.

## C. Cupertino Funds Requested

CDBG Public Svc Funding Request, FY 24/25:

\$0

Total Project Cost, FY 24/25:

Cost per unit (housing/services), FY 24/25:

Is the Organization currently receiving funding?

☐ Yes ☐ No

CDBG Public Svc Funds Requested in FY2022/2023:

CDBG Public Svc Funds Received in FY2022/2023:

Amount Contract Renewed for in FY23/24:

## SECTION 2: PROJECT INFORMATION

## A. Project Overview and Target Population

1. Provide a brief description of the proposed Project including the specific activities to be undertaken and services to be provided using funds from this application.

You have 3000 characters left.

2. Describe the project's target population, including client eligibility requirements. Discuss how and if they are at-risk and/or underserved population.

2. Describe the project's target population, including client eligibility requirements. Discuss how and if they are at-risk and/or underserved population.

You have 3000 characters left.

3. What other private or government organizations are now or will be addressing the same needs identified herein? List and describe the services provided by each in relation to the needs addressed. Explain how the proposed program/project augments rather than duplicates the services of others. Describe how your agency collaborates with other service providers.

You have 3000 characters left.

4. State the number of unduplicated clients to be served by the proposed Project in the fiscal year.

Cupertino Clients: Total Project Clients: 

## 5. Project Client Breakdown for Funding Requested:

|                                   | 2022-2023 Actual               |                                | 2024-2025 Proposed             |                                |                      | 2022-2023 Actual               |                                | 2024-2025 Proposed             |                                |
|-----------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|----------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
|                                   | Cupertino                      | Total                          | Cupertino                      | Total                          |                      | Cupertino                      | Total                          | Cupertino                      | Total                          |
| Extremely Low Income (0%-30% AMI) | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | Youth (0-18 years)   | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           |
| Very Low Income (31%-50% AMI)     | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | Adults (19-62 years) | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           |
| Low Income (51%-80% AMI)          | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | Seniors (63+ years)  | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           |
| Moderate Income (81%-120% AMI)    | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | Total All Ages       | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Above Moderate Income (120%+ AMI) | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | Disabled Individuals | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           |
| Total All Incomes                 | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | Other Special Needs  | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           | <input type="text"/>           |

[Save and Continue](#)

## B. Numeric Goals

1. For each activity, please indicate the goal for number of service units to be served.

Number of Goals: 

| Activity | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Annual |
|----------|-------------|-------------|-------------|-------------|--------|
|----------|-------------|-------------|-------------|-------------|--------|

[Save and Continue](#)

## C. Project Administration and Monitoring

1. Use the table and space below to briefly describe how the project will be managed and administered, included proposed staff time and staff functions.

Number of Staff Positions: 

| Job Title | Program/Project Duties | Gross Annual Income | Hourly or Salary? | If Hourly, Specify Hourly Rate | Total CDBG Public Svc Hrs Dedicated per Month | % Time Allocated to CDBG Public Svc Activity | CDBG Public Svc Salary Reimbursement Request |
|-----------|------------------------|---------------------|-------------------|--------------------------------|-----------------------------------------------|----------------------------------------------|----------------------------------------------|
|-----------|------------------------|---------------------|-------------------|--------------------------------|-----------------------------------------------|----------------------------------------------|----------------------------------------------|

2. How will the effectiveness of your project be measured?

You have 1000 characters left.

Over what time frame? 

3. Describe your written policies and/or established procedures for assuring persons with disabilities and/or limited English proficiency access to services and benefits.

4. Provide a brief general description of your agency and the services provided. Include a description of your agency's experience in providing the proposed services. If previously funded, what were the goals and accomplishments of CDBG Public Svc projects?

You have 3000 characters left.

5. Explain how your agency collects income and race/ethnicity data.

You have 3000 characters left.

#### D. Consolidated Plan Goals

1. Please indicate which Consolidated Plan Goals will be met by the Project and briefly describe how your Project/Activity meets the Goals.

- ☐ **Goal #1:** Assist in the creation and preservation of affordable housing for lower-income and special needs households.
- ☐ **Goal #2:** Support activities to end homelessness.
- ☐ **Goal #3:** Support activities that provide basic services, eliminate blight, and/or strengthen neighborhoods.
- ☐ **Goal #4:** Promote fair housing choice.
- ☐ **Goal #5:** Expand economic opportunities for low-income households.
- ☐ **Goal #6:** Promote environmental sustainability.

2. Explain how you will meet these goals.

You have 3000 characters left.

[Save and Continue](#)

#### E. HUD Performance Measures

Please identify which HUD objective and HUD outcome will be addressed by this project.

1. **Objectives:** Choose

**Objective #1: Creates a suitable living environment.** This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) to social issues such as crime prevention, literacy or elderly health services.

**Objective #2: Provides decent housing.** This objective focuses on housing programs where the purpose of the program is to meet individual, family, or community needs and not programs where housing is an element of a larger effort, since such programs would more appropriately be reported under suitable living environment.

**Objective #3: Creates economic opportunity.** This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

2. **Outcomes:** Choose

**Outcome #1: Improve availability/accessibility.** This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low/moderate income people where they live.

**Outcome #2: Improve affordability.** This category applies to activities that provide affordability in a variety of ways in the lives of low/moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.

**Outcome #3: Improve sustainability.** This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

#### SECTION 3: FINANCIAL AND OTHER ORGANIZATION INFORMATION

##### A. Agency Information

Non-profit with 501(c)(3) Status? ☐ Yes ☐ No Faith-based organization? ☐ Yes ☐ No

#### SECTION 3: FINANCIAL AND OTHER ORGANIZATION INFORMATION

##### A. Agency Information

Non-profit with 501(c)(3) Status? ☐ Yes ☐ No Faith-based organization? ☐ Yes ☐ No  
Community Based Development Organization (CBDO)? ☐ Yes ☐ No  
Community Housing Development Organization (CHDO)? ☐ Yes ☐ No  
Other Type of Organization? ☐ Yes ☐ No Describe:   
DUNS Number:

##### B. Total Agency Budget

| Budget Item                     | 2023-2024 | 2022-2023 | 2021-2022 | 2020-2021 |
|---------------------------------|-----------|-----------|-----------|-----------|
| Administration                  |           |           |           |           |
| Fundraising                     |           |           |           |           |
| Proposed Project (Total budget) |           |           |           |           |
| All Other Programs              |           |           |           |           |
| <b>Total Agency Budget</b>      | \$0       | \$0       | \$0       | \$0       |

[Save and Continue](#)

Select a type of Budget, then click Save and Continue to Update: ☒ Program ☐ Construction

##### C. Program Budget (Fiscal Year 2024-2025)

| Proposed Project Expenses                                            | 2023-2024 Allocation | 2024-2025 CDBG Public Svc Request | % Change from FY 23/24 to FY 24/25 |
|----------------------------------------------------------------------|----------------------|-----------------------------------|------------------------------------|
| Salaries/Benefits/Payroll/Taxes                                      |                      |                                   |                                    |
| Office Supplies                                                      |                      |                                   |                                    |
| Communication                                                        |                      |                                   |                                    |
| Publications/Printing/Advertising                                    |                      |                                   |                                    |
| Travel                                                               |                      |                                   |                                    |
| Rent/Lease/Mortgage                                                  |                      |                                   |                                    |
| Utilities                                                            |                      |                                   |                                    |
| Insurance                                                            |                      |                                   |                                    |
| Equipment Rental/Maintenance                                         |                      |                                   |                                    |
| Audit/Legal/Professional Services (for CDBG Public Svc portion only) |                      |                                   |                                    |
| Direct Services (Funding for specific service such as a meal, ride)  |                      |                                   |                                    |
| Contracted Services                                                  |                      |                                   |                                    |
| Other                                                                |                      |                                   |                                    |
| <b>Total Expenses</b>                                                | \$0                  | \$0                               |                                    |

[Save and Continue](#)

##### D. Project Leveraging

List below your funding sources for 2024/25:

Number of Sources Lines Needed: 1 NOTE: Line 1, requested funding from Cupertino is autofilled from the budget above.

| Funding Source              | Amount | Status      |
|-----------------------------|--------|-------------|
| Cupertino CDBG Public Svc   | \$0    | Applied For |
| <b>TOTAL PROJECT COSTS:</b> | \$0    |             |

\* Include all potential or anticipated funding sources, other local, State, or Federal Grants, RDA, conventional bank loans, tax credits, etc.

1. Does the Organization have a HUD-approved indirect cost plan? ☐ Yes ☐ No
2. Does your agency charge fees for the services that you are requesting funding for? If so, please attach a fee schedule. ☐ Yes ☐ No
3. If your organization is not leveraging the requested CDBG Public Svc funds with other funds, please explain why.

# Important Dates

- Housing Commission Announcement Oct 23, 2025
- Newspaper Posting Oct 10, 2025
- NOFA Opens Nov 3, 2025
- NOFA Closes Feb 3, 2026
- Housing Commission Decisions March 2026

HC  
10-23-2025

Item No.3  
BMR Admin  
RFP

Presentations

# **BMR Admin RFP**





# Purpose

- Request for proposals for eligible consultants to administer the Below Market Rate Housing program
- **Application Period:**
  - **November 3, 2025 – December 3, 2025**

# Scope of Work

- General Administration Services
  - Lottery and waitlist
  - Utilize City guidelines and procedures
  - Engage with public and council
- BMR Purchase Program
  - Closing documents of resales
  - Marketing with realtors
- BMR Rental Program
  - Recertify tenants for placement
  - Monitor units

# Evaluation Process

- Firm and Project Team Qualifications – 30 pts
  - Experience
- Pricing and Costs – 30 pts
  - Economical
- Work Plan Approach – 30 pts
  - Effective
- California/Bay Area Integration – 10 pts
  - Efficient

# Funding Sources

- City's General Fund
- April 15, 2025 City Council voted to increase BMR funding to the Mary Ave project and directed staff to use a commensurate portion of General Fund for BMR Program Administration
- Depending on cost proposals received and available funding, multi-year contracts may be awarded

# Process

- Email applications: [housing@cupertino.gov](mailto:housing@cupertino.gov)
- Interviews (Winter 2025)
- Public Hearings (Spring 2026)
  - Housing Commission – Decision
  - Housing Commission - Draft
  - City Council

# Cupertino Housing Website

- <https://www.cupertino.gov/Your-City/Departments/Community-Development/Housing>



**NickyV@cupertino.gov**