FAQ: PHB Fall 2026 Portfolio Stabilization RFP

Published 9.16.26

1) We have a property that doesn't meet the 20-unit minimum requirement but could use the Mortgage and Rent buydown funding. Does PHB have any other available funding opportunities outside of this RFP?

   Response – PHB does not currently have any other available funding opportunities other than this Portfolio Stabilization RFP. Please see Oregon Housing and Community Services' (OHCS) website for potential funding.

2) Will PHB require design documents or bids for a proposal for Safety and Security funding?

   Response – We will need cost estimates, but we won't require hard bids or design docs for the application submittal. However, those will be a requirement if the proposal is conditionally awarded.

3) Do you have some time this week for a call?

   Response – PHB will not be holding 1:1 meetings with applicants.

4) Is the funding awarded on a first come first serve basis or will the proposals be scored?

   Response – PHB will score projects based on our preferences and scoring criteria. Please refer to the RFP for preferences and scoring criteria.

5) For the safety and security category, it specifies that funding for commercial spaces is ineligible. At a property, we have two vacant commercial spaces, and they have alcoves spaces in front of their doors on the exterior that have been a security issue. Would having gates/fences installed in front of those alcoves be an eligible expense?

   Response – Based on the scope you described, it would be eligible since it appears to benefit the overall safety and security of the building, and the overall marketability of the building for prospective tenants.

6) Is replacing broken/smashed windows and doors an eligible expense for the Safety and Security upgrades?

   Response – Yes, replacing broken/smashed windows and doors would be an eligible expense, if they are located within the residential or common area portion of the residential building and not commercial spaces. These are eligible because they will benefit the safety and security of the building, and the overall marketability of the building for prospective tenants.

7) Are manufactured home parks eligible for this funding opportunity?

   Response - For this solicitation, eligibility is limited to multi-family rental projects, with PHB regulatory agreements, with a minimum of 20 units, where at least 80% of the units are regulated at 60% AMI and below.

8) How will PHB determine which owners are funded, and how much funding they receive?

   Response: Per the solicitation, applicants must submit a complete application by September 25, 2026, at 3 pm. The application should specify how much funding is being requested per category.

   Each applicant will be required to demonstrate that they meet the relevant investment requirements per funding category as outlined in the solicitation. PHB will perform a threshold review, and any applications that are incomplete (with an allowable grace period) or that do not meet investment criteria will be disqualified.

   Applications that pass the threshold review will be scored and ranked by review committees using the preference criteria for each funding category outlined in the solicitation. The review committees will then submit their recommendations for funding to PHB's Director.

   See RFP for maximum funding by category and organization.

9) To qualify for Unit Turnover funding do projects have to demonstrate physical or economic vacancy of 10% or greater for six months or more?

   Response: Physical vacancy.

10) Will PHB require applications requesting Safety and Security Upgrade funding for surveillance technology to meet FCC guidelines for allowable technology?

    Response: The City is developing a list of recommended surveillance technology for applicants requesting Safety and Security Upgrades funding. As stated in the RFP, as a condition of funding all successful Safety and Security Upgrades funding applicants will be required to seek a Crime Prevention Through Environmental Design (CPTED) assessment from the Office of Violence Prevention. The list of surveillance technology recommendations will be provided to successful applicants as part of the CPTED assessment.

11) Are projects that only have a PHB System Development Charge (SDC) exemption regulatory agreement, or an Inclusionary Housing regulatory agreement eligible for funding via this solicitation?

    Response: No, only projects that have received development funding from PHB, and have a current regulatory agreement are eligible for funding for the Fall 2026 Portfolio Stabilization RFP.

12) If a project has 20 units, but one of the units is a manager's unit and the remaining 19 are regulated affordable, would that project be eligible for funding via this solicitation?

    Response: Yes.

13) If a project has PSH units and receives Risk Mitigation Pool funding, the project would be *ineligible* for Unit Turnover funding. Would the project be eligible for Safety and Security funding, or Mortgage and Rent Buydown funding?

    Response: Yes, the project could be eligible for Safety and Security funding, or Mortgage and Rent Buydown funding. Units that are eligible to receive Risk Mitigation Funding (RMP) but have met the maximum allowed RMP funding are

eligible to apply for Unit Turnover funding. Please demonstrate that you are ineligible for RMP funding.

14) If a sponsor has a June calendar year end, and is still working through the corrections for their most recent audit (covering July 2024 – June 2025), could they provide the prior year's audit (meaning they would provide audits covering July 2022 – June 2023 and July 2023 – June 2024)?

Response: If a sponsor does not have a 2025 audit, please provide unaudited year end financials for 2025, explain the specific reasons for the delay in the current audit, and the promised timeline. If awarded funds, PHB will require an audit as a condition of closing and receiving funds.

Similarly, if an organization is only applying for Safety and Security Upgrade funding and does not have a 2025 audited financial statement would PHB accept a 2025 tax return supplemented by unaudited statements if needed?

Response: See above.

15) Are the funds being offered through this solicitation for Safety and Security and Unit Turnovers on a reimbursement basis?

Response: Yes.

16) The solicitation says that Mortgage and Rent Buydown funds will be provided as a subordinate cash flow dependent loan. What will the terms of that loan be?

Response: Some of the terms are subject to underwriting, however typical terms are:

- **Repayment: 50% of excess cash flow (defined as cash flow after must pay debt and any allowable priority payments) to PHB.**
- **Interest: 0%**
- **Term: Maximum 60 years**

17) Are these terms [of the PHB Cash Flow Dependent Subordinate Loan] the same regardless of loan size?

Response: yes

18) Is “vacancy” listed under #4 of the additional financial distress indicators per the Mortgage and Rent Buydown category on page 5 limited to physical vacancy?

Response: No, this is economic vacancy.

19) Is the Safety and Security Grant limit of $100,000 per property or per owner?

Response: Per property.

20) Is remote monitoring of a property eligible for Safety and Security funding?

Response: No, it has to be a capitalizable expense.

21) Under the Mortgage and Rent Buy category, #4 of the additional financial distress indicators on page 5 specifies “economic vacancy greater than 10% for 6 or more months.” What is the period of time those six months must have occurred within?

Response: This means during the most recent six months for which financial statements are available, e.g. February – July 2026.

22) The maximum award for Mortgage and Rent Buydown funding is $1.5 million per project and the maximum total award across all categories per owner is $1.8 million. Could we submit more than one application for the max award ($1.5 million) for the Mortgage and Rent Buydown category?

Response: Yes, you can submit more than one application for the maximum award for the Mortgage and Rent Buydown category but only one would be able to be awarded. PHB recommends stating in the application whether the owner has any preference between the two.

23) We have a project that has a regulatory agreement that restricts 48 out of the 96 units, but many of the unrestricted units are naturally occurring affordable housing (89 total units qualified for property tax exemptions). Would this property be eligible for funding via this solicitation?

Response: No, a project must have at minimum 80% of units regulated by PHB at 60% AMI and below.

24) Do projects seeking Mortgage and Rent Buydown funding have to have senior lender approval at the time of application?

Response: PHB doesn't require lender approval at the time of application submission, but owners should begin having those conversations with lenders. A letter from the permanent lender, and investor if applicable, will be required after a conditional award is made.

25) For the Mortgage and Rent Buydown category, how will the need for rent reductions be determined?

Response: Rent reductions are not a requirement for this category, but they are a preference. Likewise, there is a preference for projects with unsubsidized 60% AMI units, as max 60% AMI rents are very close to market rate. PHB's goal is to support these projects to be able to buydown 60% AMI rents to increase occupancy. Applicants will be required to show on the proforma the current and proposed income and expenses for the mortgage buydown, including proposed rents.

26) If an owner has already reduced asking rents for units regulated at 60% AMI will that be factored in when evaluating preferences and scoring applications?

Response: We wouldn't give further preference to a project that has already reduced rents, but please include this in the narrative (Form C) to demonstrate what your organization has already tried to do to improve operations. In the proforma (Form F) there are two tabs for current and proposed income and operating expenses. If you can show that you can reduce rents further than what your organization has already set asking rents at, please do so, and we would factor that in when evaluating preference criteria.

27) If a project is 100% PSH but does not meet the performance thresholds [investment criteria] for Mortgage and Rent Buydown funding, is it eligible?

Response: No, projects must meet the minimum investment criteria to be eligible for funding through this solicitation.

28) If Portland Permitting and Development (PP&D) won't approve a scope of work proposed for Safety and Security Upgrade funding, because it's not to code for example, is PHB able to support applicants in communicating with PP&D?

Response: PHB can provide awarded projects with Government Accountability Transparency Results (GATR) letters verifying that a project has been awarded funds from PHB which ensures that the project will be prioritized for review by PP&D staff which may support owners as they request code exemptions. PHB will not negotiate for code changes on an owner's behalf.

29) If a project was previously funded through PHB's previous Safety and Security Grant solicitation can the owner still apply for Safety and Security Upgrade funding for the same project through this solicitation?

Response: Yes.

30) Regarding question 29, would the property have to demonstrate a distinct scope of work than what was previously funded?

Response: Yes, PHB would prefer applications to show a different scope of work than what was previously funded at that property.

31) Is unpaid rent included in the calculation of economic vacancy?

Response: Yes.

32) We are unsure if our senior lender will be willing to subordinate to PHB, can you clarify the expectation?

Response: Consistent with our current policy, it is PHB's strong preference that the senior lender subordinate their trust deed to PHB's regulatory agreement. PHB will subordinate our trust deed to the senior lender. Therefore, it is PHB's expectation that owners will negotiate with their lender to try to secure this priority order to ensure on-going affordability. If a lender is unwilling to subordinate their trust deed to PHB's regulatory agreement PHB will work with the awardee on a solution.

33) Senior lenders sometimes will not allow the owner to use replacement reserves toward specific unit turnovers. Would PHB still require an owner to demonstrate that the requested unit turnover costs exceed the balance of replacement reserves?

Response: In this instance, PHB would expect the applicant to show that they have requested to use reserves for unit turnovers and that the lender denied the request even after negotiations.

34) We have a list of properties located within Portland city limits and would like to know which if any are eligible for funding.

Response: Please check with your asset manager to determine if any of your projects have active regulatory agreements with PHB. Eligible projects must be regulated by PHB, have a minimum of twenty units, and 80% of units must be regulated by PHB at or below 60% AMI.

35) For the Safety and Security funding, is it possible to received funds essentially as a reimbursement for safety and security upgrades we have already made?

Response: No, this funding is for proposed Safety and Security Upgrades that the owner does not currently have capacity to fund. Only work that begins after the grant agreement is executed will be funded.

36) I wanted to confirm whether a separate application is required for each funding category when applying for the same property. For example, if we wanted to apply for both Safety & Security and Unit Turnover for the same property, would we need to submit two separate applications?

As a follow-up, if separate applications are required, should those applications be submitted entirely independently, or can we cross-reference the companion application and describe a coordinated stabilization strategy across the two requests?

Response: Yes, a separate application is required for each funding category even if the funding is for the same property.

Yes, the applications can make references to the other applications submitted and how funding will be used for a coordinated stabilization strategy.

37) Can you clarify what the threshold is for applicants to be required to seek a BOLI coverage determination? Page seven bullet point three says $50,000.

Response: Owners should consider seeking a BOLI coverage determination for projects seeking funding for safety and security upgrades or unit turnovers where the total funding from public agencies (including PHB) for safety and security upgrades or unit turnovers is in excess or equal to $750k to ensure the project meets the "public works" definition.

38) Is the full proforma required for applications for Unit Turnover or Safety and Security Upgrades funding?

Response: Appendix A lists proforma instructions by funding type. Many of the tabs are not required for Safety and Security Upgrades or Unit Turnover funding.

Additionally, the proforma is unique to portfolio stabilization requests and differs significantly from the standard OHCS template that PHB has used in past solicitations for projects seeking development financing.