



**Oregon**  
Theodore R. Kulongoski, Governor



**Housing and Community Services**

North Mall Office Building  
725 Summer Street NE, Suite B  
Salem, OR 97301-1266  
(503) 986-2000  
FAX (503) 986-2020  
TTY (503) 986-2100  
[www.ohcs.oregon.gov](http://www.ohcs.oregon.gov)



## TECHNICAL ADVISORY

December 10, 2010

To: Oregon Housing and Community Services Partners  
From: Bob Gillespie, Housing Division Administrator, 503.986.2106, [bob.gillespie@state.or.us](mailto:bob.gillespie@state.or.us)  
Re: CFC Technical Advisory

During the last part of the Consolidated Funding Cycle, Oregon Housing and Community Services implemented a third-party site review. Partners expressed some questions about the purpose and asked that the reviews take place before the CFC application is due.

OHCS concurs with these suggestions and proposes to implement the following process for the 2011 CFC. We believe the following measures will improve the process for OHCS and our partners.

- **Any organization that hopes to apply for resources in the 2011 CFC should first contact the appropriate [Regional Advisor to the Department](#)** as soon as possible. Your organization and your RAD will discuss the timeline and information needed prior to the on-site review.
- **Acquisition rehabilitation** (including preservation): The third party review will compare the property condition to the capital needs assessment and the proposed scope of work. The team will verify that rehabilitation measures will sustain the physical structure for 30 years.
- **New construction:** OHCS will limit the scope of new construction site reviews. During this process, the team will look at the physical site to ensure that it can be developed. It will also look at the location to assess its suitability for the population it will serve.

Please note that Regional Advisors to the Department areas have changed over the last two years. Go to [http://www.oregon.gov/OHCS/DO\\_RegionalAdvisors.shtml](http://www.oregon.gov/OHCS/DO_RegionalAdvisors.shtml) for the current assignments.