



Washington State Homeownership Unit Housing Trust Fund - Homeownership NOFA #HOU-2026-07

2026 FUNDING ROUND

Notice of Funding Availability (NOFA) and Solicitation of Project Applications

Published: July 1, 2026
Technical Assistance Period: July 2, 2026 – August 28, 2026
Applications Deadline: 3:00PM on September 3, 2026

1. *Read this Notice of Funding Availability (NOFA), its Appendices, and all of the instructions carefully;*
2. *Respond to all of the questions in the application forms (all Excel and Word files), and*
3. *Submit all materials/attachments as instructed. Refer to the “Application Requirements Checklist” documents included in each application.*

Submitting a complete application by the deadline is a threshold that must be met in order for an application to be reviewed and evaluated for funding.

OPEN TECHNICAL ASSISTANCE PERIOD: July 2, 2026 – August 28, 2026

SAVE THE DATES [See [NOFA Timeline](#) for complete schedule]:

Application Workshop Webinars*:

July 8, 2026 9:00 AM – 11:00 AM	New Construction/Acquisition with Rehabilitation Only
July 14, 2026 9:00 AM – 11:00 AM	Down Payment Assistance and Affordability Subsidy Only

Round Table Discussions (In Person and Webinars):

June 23, 2026 10:00 AM – 12:00 PM	Virtual Round Table Discussion
June 29, 2026 10:00 AM – 12:00 PM	Tumwater In-Person Round Table Discussion
June 30, 2026 12:30 PM – 2:30 PM	Spokane In-Person Round Table Discussion
July 9, 2026 11:00 AM – 1:00 PM:	Burlington In-Person Round Table Discussion
July 13, 2026 9:00 AM – 11:00 AM	Yakima In-Person Round Table Discussion
July 16, 2026 11:00 AM – 1:00 PM	Vancouver In-Person Round Table Discussion
July 27, 2026 11:00 AM – 1:00 PM	Seattle In-Person Round Table Discussion
August 3, 2026 11:00 AM - 1:00 PM	Virtual Round Table Discussion

***Registration required for in-person workshops. To register for workshops, go to the [NOFA Timeline](#) document for links.*

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I. Introduction

The Department of Commerce (Commerce) is soliciting applications for affordable Homeownership housing projects seeking capital funding from the state Housing Trust Fund.

This Notice of Funding Availability and Solicitation (NOFA) is intended for applicants seeking to **create affordable housing units or otherwise undertake activities resulting in an increase of affordable housing stock** in Washington State.

Projects that receive funding resulting from this NOFA must execute a contract with Commerce within six (6) months of the award date. Construction projects, down payment assistance funding, and affordability subsidy funding must be completed within three (3) years of the award date.

II. Funds Available

The total funds awarded in 2026 will be determined by the readiness of the proposed projects to proceed to construction and/or funding, along with the quality of applications.

A. Capital Budget Appropriation – Housing Trust Fund [\[SSB 6003; Section 1015\(1\)\(d\)\]](#)

The Washington State Legislature appropriated \$55,000,000 in the 2026 Capital Budget, Laws of 2026, Section 1015(1)(d), for awards to organizations eligible under RCW 43.185A.040 for the development of homeownership projects affordable to first-time homebuyers whose income is up to 80% of the area median income (AMI), adjusted for household size, for the county where the property is located are eligible to apply, except that projects located in rural areas of the state, as defined by the department, serving homebuyers whose income is up to 100% of the AMI, adjusted for household size, for the county where the property is located.

Commerce retains 3% of the above funds to administer the HTF capital homeownership program, \$1,650,000. 10% of the awarded funds will be appropriated for homeownership projects benefiting low income households in federally recognized tribes. A separate application and NOFA will be released for these funds. The remaining \$48,015,000 shall be awarded as a result of this NOFA, provided that sufficient, qualified applications are received. Commerce reserves the right to fund applications submitted under the Tribal HTF Homeownership funding round, under NOFA #HOU-2026-07T.

III. Timeline – Subject to revision based on Commerce business needs

Project Applications Solicited (this NOFA)	July 1, 2026
Technical Assistance, Application Clarifying Questions and Answers	July 2, 2026 – August 28, 2026
Deadline for Submittal of Waivers (project funding maximum, ESDS, etc.)	August 20, 2026
Project Applications Due to and Received by Commerce	BY 3pm on September 3, 2026
Preliminary List of Applications Received Published on Commerce Website	September 16, 2026
Applicant Interviews	October 12, 2026 – November 13, 2026
Final Funding Decisions and Awards	December 2026

Note: Commerce reserves the right to revise the above timeline at its sole discretion.

IV. Conditions of This NOFA

A. Pre-development and Application Preparation Costs

Completion of a competitive application often requires significant time and expense. Commerce recognizes that applicants will incur costs preparing for and submitting their applications. All applicants should be aware that Commerce cannot be held responsible for pre-development or application preparation costs in response to this NOFA, regardless of whether funding is awarded.

B. Populations to be Served

The funds made available via this NOFA are for the provision of homeownership to all population types, subject to the prioritizations described in Appendix A. Populations indicated as intended to be served by projects, as well as the income levels proposed, will be incorporated *as-is* into any resultant contracts.

C. Funding Limits

To ensure that funds are distributed across the state and among applications equitably, the following funding limits will be observed in this 2026 funding round, based on projects' locations (see **Geographic Determination** below).

Commerce views organizations that share common by-laws, board members (more than 50 percent), and service area as the same organization within their common service area.

The following limits apply to all Homeownership applicants:

Per Project:

The maximum award *per* homeownership **project** is:

- \$6 million for New Construction or Acquisition with Rehabilitation
- \$4 million for Affordability Subsidy
- \$3 million for Down Payment Assistance

Per Applicant:

There are no per applicant limits, per RCW 43.185A.

D. Waivers

Applications must meet all of the thresholds identified in the review criteria described in the appropriate Appendix in order to be considered for funding. Commerce **may** issue threshold waivers, in extraordinary circumstances, at its sole discretion. If you are requesting funds above the per project or per unit/homebuyer limit, you **must** submit a waiver and provide supporting documentation on or before the date listed below.

Applicants should consult the [HTF Handbook](#) (Section 301.2.1) prior to requesting a waiver.

Waiver requests must be submitted in writing via email by **no later than August 20, 2026** to HOUApplication@commerce.wa.gov. Click [here](#) for the waiver form.

E. Application Review Process

- ❖ Only **Qualified Applications** will be reviewed and evaluated for funding. “**Qualified Applications**” are defined as those applications that meet ALL of the **Threshold** criteria detailed in **Appendix A**.

- ❖ **Qualified Applications** will be evaluated and ranked based on the criteria detailed under **Decision Point #2**, with final decisions made in reference to criteria detailed under **Decision Point #3**. All criteria are detailed in **Appendix A**.

F. Reporting Requirements

Commerce is required by statute to report various data points on the funding it administers. To facilitate this reporting, data is published on our website to reflect the response to this NOFA and the recipients of funding.

1. Awards Data

We are required to report all area median income levels for the awarded funds. As a result, area median income levels, as submitted for funding consideration, may not be changed after a project is awarded funds.

2. Third Party Certification of Final Development Costs

Certified final project development costs, including data and descriptive statistics must be reported to the legislature. Award recipients must have a third party audit of their project’s final development costs. This expense is eligible for HTF funding. A separate line item has been included in the application forms dedicated to the cost for the applicant to conduct a third party certification (i.e., audit) of their project’s final development costs. Applicants are encouraged to use this new line item for their estimated third party cost certification. (see [HTF Handbook](#) for details). This requirement does **NOT apply** to projects that use HTF funding for Down Payment Assistance or Affordability Subsidy only.

V. Geographic Determination

Projects are grouped into one of three geographic categories to facilitate distribution of funds across the state in compliance with [RCW 43.185A](#): 30% of funds to projects in Rural areas. These categories are:

1. Rural
2. King County
3. Urban (not King County)

Geographic categories are defined in Appendix E.

VI. Application Documents and Instructions

A. Submittal Requirements

ONLY electronic submissions of the application forms and supporting materials will be accepted. Hardcopies of the application or materials WILL NOT be accepted by Commerce.

All application materials must be submitted electronically via a file sharing site or directly to the HOU inbox at HOUApplication@commerce.wa.gov. (e.g. GoogleDocs, Dropbox).

Links to application document locations on the file sharing sites must be submitted via email to the HTF Applications inbox:

HOUApplication@commerce.wa.gov

Please indicate in the subject line that the materials are submitted for the **HOU July 2026 Round NOFA #HOU-2026-07**.

NOTE: If Commerce cannot access the files uploaded to the site *within 48 hours of the submittal deadline*, the project will be considered to have NOT been submitted and will not be reviewed for funding. Files must be open to all Commerce employees for full review.

It is therefore **strongly** encouraged that applicants establish a “test” link to ensure that Commerce can access their submittal folders. Files and documents should not be locked, password protected, or have restricted access. Folders, files, and documents must not be locked, require a code for access, or restricted to only one email or person to gain access.

B. Submittal Deadline

Complete applications must be received by Commerce by 3:00 PM (PST) on September 3, 2026.

Commerce strongly recommends applicants submit their application materials 1-2 days prior to this date to allow time to mitigate any technical difficulties.

- Applications found to be substantially incomplete will not be reviewed.
 - **Only documents date stamped as having been uploaded by the 3:00 PM, September 3, 2026 deadline will be downloaded and reviewed.**
 - In the event Commerce is not in receipt of an application by the deadline, if the applicant can provide proof of a good faith attempt to timely submit the application (e.g., a screen capture of their “sent” box that clearly indicates the date), the application will be accepted. Otherwise, the application will be determined to not have arrived on time and will not be reviewed.
1. Once an application is submitted, applicants will receive an email confirmation of receipt by 5:00 PM within three business days following the submittal date.
 - a. If confirmation is not received within this period, ***it is the applicant’s responsibility to follow up by submitting an inquiry to HOUApplication@commerce.wa.gov.***
 2. A subsequent email will be provided conveying the results of the threshold review, if an application does not pass this review.

C. Application Components

Project application documents can be downloaded from Commerce’s [Homeownership Unit Homepage](#), under Funding Opportunities for Homeownership.

Applications in response to this NOFA must be submitted using the correct materials and instructions. Applicants must use the **2026** HTF Project Application forms. Fall 2025 unfunded projects may update their application materials using the new Homeownership Applications. *Applications have been updated for the 2026 funding year, re-using 2025 applications may be considered incomplete. Please visit the list [of Fall 2025 projects](#) to see which projects are eligible to resubmit.

Applications submitted using forms other than the required forms will not be considered to be “**Qualified Applications**” as defined above, and will not be reviewed.

Application

Download the documents from the Application Documents [folder here](#). **Do not convert any documents into PDFs unless instructions explicitly direct.**

1. Homeownership Application – HOU Version (Microsoft Word)

Do not convert the file to PDF.

a. For DOWN PAYMENT ASSISTANCE (DPA) only projects with *no construction or acquisition and rehabilitation elements*:

2026 CFA [HOU DPA Application](#) (Microsoft Word)

Name this file as follows: “[PROJECT NAME] – DPA ONLY APP

Do not convert the file to PDF.

***DPA: funds applied at closing for a homebuyer’s down payment and/or closing costs. These funds are repaid when the home sells or is refinanced and revolved to new low income homebuyers.*

b. For Affordability Subsidy only projects with *no construction or acquisition with rehabilitation elements*:

2026 CFA [HOU Affordability Application](#) (Microsoft Word)

Name this file as follows: “[PROJECT NAME] – Affordability Subsidy APP

Do not convert the file to PDF.

***Affordability Subsidy: funds applied at closing that stay with the property keeping the home affordable during the affordability period.*

c. For CONSTRUCTION projects or project with ACQUISITION/REHABILITATION:

2026 CFA [HOU Construction Application](#) (Microsoft Word)

Name this file as follows: “[PROJECT NAME] –CONSTRUCTION APP”.

Do not convert the file to PDF.

2. Homeownership Workbook (Microsoft Excel)

a. For DOWN PAYMENT ASSISTANCE (DPA) only projects with *no construction or acquisition and rehabilitation elements*:

2026 CFA [HOU DPA Workbook](#) (Excel Document)

Name this file as follows: “[PROJECT NAME] – DPA Workbook

Do not convert the file to PDF.

***DPA: funds applied at closing for a homebuyer’s down payment and/or closing costs. These funds are repaid when the home sells or is refinanced and revolved to new low income homebuyers.*

- b. For Affordability Subsidy only projects with *no construction or acquisition and rehabilitation elements*:

2026 CFA [HOU Affordability Workbook](#) (Excel Document)

Name this file as follows: “[PROJECT NAME] – Affordability Subsidy Workbook

Do not convert the file to PDF.

***Affordability Subsidy: funds applied at closing that stay with the property keeping the home affordable during the affordability period.*

- c. For CONSTRUCTION project or project with ACQUISITION/REHABILITATION:

2026 CFA [HOU Construction Workbook](#) (Excel Document)

Name this file as follows: “[PROJECT NAME] –CONSTRUCTION Workbook”.

Do not convert the file to PDF.

3. Attachments

All supplemental documents listed in the Homeownership Application Requirements Checklist at the end of each application, as appropriate to the project.

Use the following naming and file conventions for attachments:

- i. All files should be submitted in their original format – **Do not convert the file to PDF.**
- ii. Scanned copies of paper documents must be legible with 11 point or larger font and, when applicable, clear signatures and dates.
- iii. PDFs should be searchable whenever possible, and should not be submitted “locked.” If this requirement conflicts with the policies of contracted consulting firms, please contact Commerce staff directly.
- iv. **Documents should be labeled based on what they are in the application checklist in a manner that allows for the reviewers to easily decipher what the document applies to.**
- v. Missing required supplemental documents may deem an application incomplete and may not be reviewed. If a document is not being included there must be an explanation as to why the document has not been submitted.

VII. Award Terms

A. Administration and Monitoring Fees

Commerce uses up to three percent (3%) of the capital bond proceeds or other new appropriations for affordable housing investments for administrative costs with application, distribution, and project development activities of the Affordable Housing Program, per RCW [43.185A.140\(5\)\(b\)](#) and Section 402.4.6 in the [HTF Handbook](#).

B. Retainage

All construction and rehabilitation projects, regardless of HTF administered funding uses, ***will have a minimum of 5% of their HTF administered funds retained*** until the project is completed, including receipt by Commerce of materials related to the Placed in Service process.

C. Terms of Award

Commerce will award funds in the form of a recoverable grant. The funds will be a grant so long as the terms of the contract are met for the duration of the 25-year commitment period.

If the contract terms are unable to be met, the funds are recovered.

The State's interest in a property will be secured by collateral and documentation as appropriate to the type of project being funded with state resources including a Contract, Deeds of Trust, Low Income Housing Covenants (with a minimum of 25 years), and Promissory Notes.

VIII. Questions

Send questions or requests for additional information about this NOFA or the application materials to the NOFA Coordinator, via the HTF Application inbox:

HOUApplication@commerce.wa.gov

Indicate in the subject line that the question is related to the Traditional HTF Round NOFA #HFU-2026-07.

Questions regarding this NOFA, the applications, or any exhibits in the NOFA that are sent elsewhere will be considered invalid, all questions must be directed to the inbox listed above.

As part of the application process under this NOFA, questions must be submitted **no later than August 28, 2026**. Commerce may publish, and update as necessary, a questions and answers document on the Funding Opportunities for Homeownership webpage.