

**SFY 2011/SFY2012 Permanent Supportive Housing Program
Request to Initiate Project Conception Phase when Seeking to Combine PSHP Resources
with Tax Credits under the Special Needs Set-Aside of the 2011 Qualified Allocation Plan**

Project Participant Teams seeking Permanent Supportive Housing Program (PSHP) resources in combination with Low Income Housing Tax Credit (Tax Credit) resources under the Special Needs Set-Aside of the 2011 Qualified Allocation Plan (QAP) must initiate the Project Conception Phase of the PSHP by May 12, 2011.

To initiate the Project Conception Phase of the PSHP, the Project Participant Team must submit the following requested information to DCA:

- A letter from the proposed Owner indicating their interest to apply for PSHP resources in combination with Tax Credit resources under the Special Needs Set-Aside under the QAP.
- A narrative describing their proposed project plan, including the following:
 - Proposed Project Name.
 - Listing of the proposed members of the Project Participant Team, including any consultants.
 - Proposed site location of the proposed project (site address, city, county).
 - Number of units proposed.
 - Proposed unit configuration (number of bedrooms, baths).
 - Proposed targeted resident base for units.
 - The existing zoning of proposed site and a description of the proposed project's conformance with the zoning for the proposed site.
 - Status of site control of proposed site.
 - If site is located outside of DCA's Housing Choice Voucher service area, anticipated source of rental assistance for the proposed units.
 - Proposed or committed service provider(s) that will work in partnership with Project Participant Team.
 - Proposed amount of PSHP resources that will be sought for the development.
 - Proposed amount of Tax Credit resources that will be sought for the development under the 2011 QAP.

The required information must be received at DCA by May 12, 2011, at 11:59 PM at the following email address: SpecialNeedsHousing@dca.ga.gov. Mailed or hand delivered items must be received by 4:00 PM on May 12, 2011. Requests to initiate the Project Conception Phase received after the above deadlines will not be considered.

NOTE: In addition to the above documentation, the Project Participant Team must submit by May 12, 2011, the Performance Workbook required by the 2011 QAP in accordance with the applicable instructions.