

2013 DCA Qualified Allocation Plan  
General Questions & Answers  
Posting #5  
April 30, 2013

**QAP Threshold - 1 Project Feasibility, Viability Analysis, and Conformance With Plan**

1. On the tab labeled "Part II - Development Team" in the Core Application, the "HQ Congressional District" is required for the Applicant Entity as well as the General Partner. Does "HQ" refer to the "Headquarters" of the Applicant Entity and The General Partner? Additionally, if the Applicant and General Partner are not domiciled in the State of Georgia, does the Applicant utilize the Congressional District of where the principal offices are located?

*Response: Yes, "HQ" refers to the headquarters, or principal official location. If the Applicant/General Partner is headquartered out of state, then the Applicant should utilize the Congressional District of its out-of-state location.*

**QAP Threshold - 7 Environmental Requirements**

1. Under Section VII. Environmental Requirements and Section XXV. Additional HUD Requirements, the QAP makes it clear that the HOME/HUD requirements, including the HOME/HUD Environmental Questionnaire and Site and Neighborhood Standards, are required for projects that include PBRA. It is not clear if the other items typically required when federal funds are involved are also required, specifically the Pre-Contract Agreement, Certification for Contract, Loans and Co-operative Agreements, Disclosure of Lobbying Activities, Applicant / Recipient Disclosure / Update Report, MBE / WBE Outreach Plan Guide form and the Affirmative Fair Housing Marketing Plan. Can you please confirm if these additional documents are required for deals involving PBRA only?

*Response: No, an Applicant is not required to provide the Pre-Contract Agreement, Certification for Contract, Loans and Co-operative Agreements, Disclosure of Lobbying Activities, Applicant / Recipient Disclosure / Update Report to DCA at the time of Application if the Applicant is utilizing PBRA only. The above documentation is only required to be submitted to DCA if utilizing DCA HOME funds.*

**QAP Threshold - 24 Eligibility For HOME loans Under The CHDO Set Aside**

1. We submitted a CHDO Renewal Application to DCA and anticipate receiving our 2013 CHDO designation for this year's funding round. Concomitantly, we are developing a project which is located within a QCT making it eligible for a boost although not a state boost; and further, under DCA's guidance this year HOME funds should only be considered as a last option. Our question is: As an applicant applying under the HOME CHDO Set Aside, will we be prohibited from utilizing HOME funds for the project because it is located within a QCT? If prohibited from using HOME funds, will we still be eligible to apply under the CHDO Set Aside?

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*Response: No, an Applicant may use HOME funds for a project in a QCT. You must be using DCA HOME funds in order to apply under the CHDO Set-Aside, as the Set-Aside is directly related to HOME funds.*

**QAP Scoring - 13 DCA Community Initiatives**

1. We have been contacted by two agencies requesting letters of support from our local GICH team for the 2013 LIHTC application. We were told that only one project could be supported to receive the points outlined in the QAP. Is that correct? Also, will this GICH team support also be tied to over-all local government support or is that a separate category? The reason I ask is we were told that GICH support could generate 1 point towards the over-all score. But as I review appendix two in the 2013 QAP under “Community-Driven Housing Strategies” it seems to be tied together and is a total of 3 points.

*Response: Yes, an eligible Georgia Initiative for Community Housing (GICH) community may only issue one letter of support for the purpose of helping one Application in its jurisdiction receive a point under the DCA Community Initiatives category (see Appendix II, p. 15-16 for requirements). Incorporation of planning objectives established through the GICH program may also be considered for Applications seeking points in the Community-Driven Housing Strategies section (see listed criterion #5, Appendix II.XV.B, page 19). Please note, however, that the QAP requires that the Local Government contact DCA by April 1, 2013, to set up a meeting in order to be eligible for Community-Driven Housing Strategies points.*

*Additionally, each Application is required to engage both the Local Government and residents of the community in order to meet a threshold requirement established by the 2013 QAP (see Appendix I.XIII, p. 19). Please note that while DCA will consider the response of the local government, resolutions of support or letters of support may be included but are not required as a condition for the Application meeting threshold requirements.*

**QAP Scoring - 18 Preservation Priority Points**

1. Under Section XVIII. Preservation Priority Points, the QAP indicates that one point may be awarded to an Application that proposes to rehabilitate a project that has not been previously rehabilitated. If the project is an expiring tax credit property that was originally an adaptive reuse of non-residential buildings at the time that the original credits were awarded, will the project qualify for this point?

*Response: No, only projects that have not been rehabilitated are eligible for the point. (Scoring, p. 22 of 29)*

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**Other**

1. On the workshop slides, under the slide headed "Application Day", it reads, "application package, directions for assembly in Core Application Instructions". On the 2013 QAP documents page I see where there is a heading "2013 Core Application and Instructions". However, I do not see a link for the Core Application Instructions as I have in past years. Could you please tell me where to find the 2013 Core Application Instructions? Thank you.

*Response: The Core Application Instructions will be posted on DCA's website in early May. DCA will send an email blast once the instructions have been posted.*

2. We received a letter dated April 20, 2012 from the Fulton County Board of Assessors acknowledging the tax abatement program that will be applied for the tax year of the completion of the project. What is the shelf life for a tax exemption letter of support?

*Response: The letter should be updated to at least this calendar year and specifically reference the project and the details of the period of time that the abatement will be in effect.*