Introduction

1. Welcome
2. New Staff/Staff Changes
3. Best Practices Overview
4. DCA Policy Update
5. National Policy Update
6. Overview of the Day
7. Key Dates

Key Dates

- Pre-application: March 8
- Application Intake: May 24
- 9% HOME Loan Closing: July 13

General Set Aside

- Designation of the General Set Aside may be made either before Application Submission, during Application review, or within 45 days of the announcement of awards.
- DCA may elect to designate both the 2018 set aside and forward commit 2019 set aside funds to the same property.

- All requests for General Set Aside Designation must be submitted as a part of Pre-App
- New GSA Tab in the Pre-Application Workbook
- Up to one million ($1,000,000) of the 9% credits available for the 2018 competitive round.
Administrative Amendment

- Favorable Financing
  - Amended & Removed Qualifying Sources
    - 8. TCAP acquisition loans passed through a Qualified CDFI revolving loan fund. (These loans do not have to be used for permanent financing or be for a minimum period of 10 years.)
    - 11. Conventional bank, HUD or USDA loan. (Removed)

2017 Application Round Summary

- 73 Total Applications Submitted
  - 28 New Construction Awards
  - 4 Rehab Applications Awarded
  - 4 Rehab Applications Submitted
  - 14 Elderly/HFOP Awards
  - 18 Family Awards
  - 30 Initial Selected Applications ($23.5 Million)
  - 2 Applications awarded after Requests for Reconsideration ($910,000)
  - 1 General Set Aside Award ($326,501)

New DCA Website

- 23 HOME Consent Requests at Pre-Application
  - 10 HOME Consents Awarded
- 5 CHDO Applications Submitted
  - 2 CHDO Applications Selected
- 54 Applications initially above scoring cut-off
  - Of these 54 Applications, 21 Applications were not above the initial cut-off but were fully reviewed and scored.
  - 19 Applications were below the cut-off
DCA Housing Strategic Goals - Overview

1. Increasing access to thriving communities through outreach and development in areas of opportunity

2. Partnering across Georgia to grow and achieve local visions for strong communities

3. Fostering inclusive communities free of barriers to individuals underserved by existing housing programs

DCA Housing Strategic Goals -- Goal Nbr 1

Increasing access to thriving communities through outreach and development in areas of opportunity:

- Access to quality schools, quality jobs, diverse neighborhoods, affordable and reliable transportation
- Financing affordable housing and undertaking outreach to landlords
- Education: demonstrating to communities the value of affordable housing

DCA Housing Strategic Goals -- Goal Nbr 2

Partnering across Georgia to grow and achieve local visions for strong communities:

- Concerted community development and measurable outcomes
- Capitalizing on existing local momentum and supporting new community development
- Education: capacity building, technical assistance, and targeted financing
DCA Housing Strategic Goals -- Goal Nbr 3

Fostering inclusive communities free of barriers to individuals underserved by existing housing programs:

- Overcoming barriers to access for people with disabilities, returning citizens, extremely low-income households, and individuals experiencing homelessness
- Increasing access to housing support and encouraging outreach to landlords
- Education: Increasing knowledge of housing options

State Priorities

1. Integrated Housing Opportunities for Persons with Disabilities
2. Health Outcomes for Residents
3. Preservation of Existing Affordable Housing
4. Quality Developments
5. Innovation
6. Geographic Distribution of Resources

Overview: Community Development in QAP

Poverty-Reduction Strategies

Revitalization/Redevelopment Plans

Community Transformation

Stable Communities

DCA Community Initiatives

Place-Based Opportunity

Desirable/Undesirable Activities

Community Transportation Options

Feasibility Team Members

Affordable Housing Program (AHP) Feasibility Team

- Charmaine Walker, AHP Manager
- Josh Marx, Lead Underwriter
- Robert Keeler, Underwriter
- Phyllis Carr, Program Assistant

What We Do

From application to closing and sometimes beyond...

- HOME Loan Program
- NHTF Administration
- 9% Competitive Round
- 4% Tax Exempt Bond Deals
- 8609s
- +Plus
HOME

- 9% Round 2018 Funds Available:
  - $12M to $14M
- No TCAP Funds Available for the 2018 round
  (Not enough funds to match anticipated HOME Loan awards.)

HOME Rents

- 60% AMI Funds
  - No HOME Funds
  - No PBRA
- 50% AMI Funds
  - HOME Funds
  - PBRA
- 50% AMI Funds
  - PBRA

HOME Reminders

- Note: 50% AMI Rents can be used for units that are covered by HOME and a PBRA contract.
- Projects with existing PBRA that have less than ten years remaining from Application Submission Date, must be underwritten within the maximum tax credit rents and/or HOME rents, as applicable. (All units with High HOME rents and PBRA must be underwritten at the maximum HOME rent).

HOME Reminders (continued)

- Required Program Maximum Rents and applicable utility allowances, in effect as of January 1, 2018, must be used in the Submitted Application. Rents must be supported by the market study.
  - Provide documentation to support the Rent and current applicable Utility Allowance used for your deal.
  - If the HUD Utility Model or allowable comparable model is used, all documentation used in the calculation must be submitted.

HOME Reminders

- If your deal is awarded a HOME Loan, ALL units are required to be HOME units.
- Designate if your HOME units are Fixed or Floating at the top of the Part VI-Revenues & Expenses tab of the Core application.

Cost Reasonableness

Brittney Daise, Donna Tyler & Ryan Fleming
Cost Reasonableness

<table>
<thead>
<tr>
<th>Scoring Round</th>
<th>Credits Reserved</th>
<th>Total Units</th>
<th>Affordable Units</th>
<th>Credits Per Unit</th>
<th>Credits Per Affordable Unit</th>
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<tr>
<td>2014</td>
<td>$23.3 million</td>
<td>2,412</td>
<td>2,203</td>
<td>$9,674</td>
<td>$10,592</td>
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<tr>
<td>2015</td>
<td>$27.1 million</td>
<td>2,668</td>
<td>2,495</td>
<td>$10,174</td>
<td>$10,879</td>
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<tr>
<td>2016</td>
<td>$24.9 million</td>
<td>2,621</td>
<td>2,005</td>
<td>$9,511</td>
<td>$12,433</td>
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<tr>
<td>2017</td>
<td>$24.7 million</td>
<td>2,359</td>
<td>1,932</td>
<td>$10,486</td>
<td>$12,804</td>
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Cost Waivers

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Line Item Cost</th>
<th>Typical Cost</th>
<th>Difference</th>
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<tbody>
<tr>
<td>Podium Parking</td>
<td>$1.5 million</td>
<td>$0.5 million</td>
<td>$1 million</td>
</tr>
<tr>
<td>Site Work</td>
<td>$2.5 million</td>
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<tr>
<td>Total Overage</td>
<td>$3 million</td>
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Cost Reasonableness: During the Round

<table>
<thead>
<tr>
<th>Equity Pricing</th>
<th>2017 Scoring Round Pricing</th>
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<tr>
<td></td>
<td>Federal Equity Median</td>
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<tr>
<td>Flex Pool</td>
<td>$0.86</td>
</tr>
<tr>
<td>Rural Pool</td>
<td>$0.84</td>
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</tbody>
</table>

Defining Residential Area

**Residential Square Footage** = Area available for exclusive use of tenant. Must measure from the inside finished surface of surrounding permanent walls, and excludes walls, columns, and projections enclosing the structural elements of the building within the unit.

Exterior space including patios and balconies that are available for the exclusive use of tenants is also included in this calculation.
Construction Services (CS) Team Members

- Donna Tyler  Multifamily CS Manager
- Dorothy Bell  Construction Manager Lead
- RC Connell  Construction Manager
- Derek Briggs  Construction Manager

Environmental and Federal Compliance (EFC) Team Members

- Chelsea Arkin  EFC Program Mgt Lead
- Jessica Plante  Federal Compliance Specialist

Construction Services: Cost Reasonableness

- COMMENCEMENT SUBMISSION: Due 30 days prior to closing and no later than November 30, 2019.
- Any developments that represent an increase of hard costs from application submission of 5% or more are subject to additional cost reasonableness review, supporting documentation requests, and possible project start delay.
- A 10% increase will require a new core app and high value engineering expectations.

Cost Reasonableness: After Award

2018 New Requirement: Third Party Cost Review

All selected Applicants (Tax Credit and HOME) will be required to submit to DCA an unrelated third party cost review prepared by a DCA qualified consultant at least thirty days prior to closing. The closing should not occur until DCA approves the final costs.

Threshold Section I (2018 QAP, pg. 4 of 64)
2018 New Requirement: Third Party Cost Review

Construction Services: Cost Reasonableness Tracking

National Housing Trust Fund (NHTF) Update

NHTF NOFA

Important NHTF Dates
Definitions Added

- Interest — Direct or Indirect
  Ownership Interest, Financial Interest or Controlling Interest in another entity.

- Project Team
  General Partner, Developer, Consultant and the Principal(s) thereof.
  (Excludes consultants with less than 5% interest in the project).

Definitions Added (cont’d)

- Adjacent
  Immediately contiguous or abutting a neighboring property, lot or walkway (excludes across the street from or diagonally opposite or across an intersection).

Definitions Removed

- Paved Pedestrian Walkways
- Phased Development (moved to Scoring Section)
- Rent Standards
Project Feasibility

Sources and Uses
Commitment letters demonstrate that there are no shortfall of funds during construction period.

Deferred Developer Fee during Construction

DCA Construction Interest Calculation

Project Feasibility (continued)

Market Units

Deferred Developer Fee during Construction

DCA Construction Interest Calculation

Project Feasibility (continued)
**Cost Limits**

**Significant Changes**
- Counties are assigned to MSA’s in the QAP
- No Valdosta rule

<table>
<thead>
<tr>
<th>Cost Limits</th>
<th>2017 Round (2016 Limits) vs 2018 Round (2017 Limits)</th>
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<tbody>
<tr>
<td></td>
<td>2017 Number of Bedrooms</td>
</tr>
<tr>
<td>Atlanta</td>
<td>Walkup 150,379 190,725 249,057</td>
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<tr>
<td></td>
<td>Elevator 157,897 203,010 270,681</td>
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<tr>
<td>Macon</td>
<td>Walkup 129,832 164,538 214,614</td>
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<tr>
<td></td>
<td>Elevator 140,251 180,323 240,430</td>
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<tr>
<td>Valdosta</td>
<td>Walkup 125,895 159,553 208,108</td>
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<tr>
<td></td>
<td>Elevator 133,769 171,988 229,318</td>
</tr>
</tbody>
</table>

**Cost Limit Waivers**

Under certain circumstances, DCA will entertain waiver requests for cost limits at Pre-Application
- Environmental Remediation
- Podium Parking

**Rural HOME Preservation Set Aside**

March 1, 2018
Josh Marx
Section 7 - Set Asides

Rural HOME Preservation Set Aside Added

Up to 5 Applications may be selected to each receive up to $375,000 for rehab/refinancing of existing 9% projects with existing HOME loan.

Rural HOME Preservation Set Aside

- Appraisals due to DCA by April 1, 2018
- Applicant must submit their performance workbook at pre-application.
- Applicants will be selected at pre-application, but full applications must still pass Threshold.

Construction & Architectural Manual

March 1, 2018
Dorothy Bell
Threshold

- Architectural Design & Quality Standards
- Accessibility Standards

2018 Manual Changes

Architectural Design & Quality Standards

Previous 2017

Threshold XVIII: Architectural Designs & Quality Standards

1. Exterior Wall Finishes (OLD Policy)
Exterior wall faces must have an excess of \(40\%\) brick or natural or manufactured stone on each of the exterior wall surfaces.

Page 33 of 64

Revisions: 2018

Threshold XVIII: Architectural Designs & Quality Standards

1. Exterior Wall Finishes (NEW Policy)
Exterior wall faces must have an excess of \(30\%\) brick or natural or manufactured stone on each of the exterior wall surfaces.

Page 32 of 61

Revisions 2018

Threshold XVIII: Architectural Designs & Quality Standards

B. Parking:
Parking spaces shall meet local zoning requirements. In the absence of any other requirements, there shall be no less than 1.5 spaces per unit for family tenancy projects and 1 space per unit for senior tenancy projects. Parking areas shall be either concrete or asphalt paving and have curbs (NOTE: See handicapped parking exceptions)

Page 5 of 14

Revisions 2018

Architectural Standards Manual

Removed

V. Building Interior Design Standards

D. Room Sizes
- Minimum Dimension
- Minimum Square Footage

Minimum Unit Sizes Remain
Page 9 of 14
Accessibility Standards

Revision: 2018

Threshold XVIII: Accessibility Standards

Added

3. For all Senior (HFOP or Elderly) properties, regardless of the year of first residential use, 100% of the units must be accessible and adaptable, as defined by the Fair Housing Amendments Act of 1988. This is not a waivable requirement.

Page 31 of 64

2018 Market Feasibility

- Market capture rates for each bedroom type within each AMI market segment shall not exceed 60%"
- "Appropriate market area that does not overestimate demand"
- "Should not have more than two DCA funded projects in the primary market area which have physical occupancy rates of less than 90 percent and which compete for the same tenant base as the proposed project"

2018 Environmental Requirements

Worked with USACE to update Wetlands section

As a general rule, projects will not be accepted for any DCA funding or approved for tax credits (including HOME funds and/or other HUD funding sources) if they will disturb any aquatic resources (ex. streams or wetlands) on the subject property (or on any adjacent property where disturbing aquatic resources is necessary to gain access to the subject property without evidence of prior review and concurrence of the delineation by the U.S. Army Corps of Engineers (USACE). DCA must receive evidence of submission for concurrence by August 1, 2018. USACE concurrence may take up to 75 days!
What are Aquatic Resources?

- Subject to the ebb and flow of tide
- Interstate waters, including interstate wetlands
- Lakes, rivers, streams (including intermittent), mudflats, sandflats, wetlands, sloughs, prairie potholes, wet meadows, playa lakes, natural ponds
- Any waters that the use, degradation, or destruction of which would affect or could affect interstate or foreign commerce resources, based on their definition

If aquatic resources are suspected on site, through site reconnaissance, a qualified consultant must perform an aquatic resources delineation.

The purpose of the delineation is to verify that there are “aquatic resources” on site, and determine their extent — includes mapping, data sheets, other site info.

Required only if the proposed development will disturb aquatic resources within the subject property.

Evidence that a delineation concurrence review request has been submitted must be provided by August 1, 2018.

Required if aquatic resources will be impacted AND there are Federal Funds involved.

Applicants must submit the delineation concurrence from USACE and evidence of the 8 step process.

FYI, FEMA must be contacted any time an 8-step process has been initiated.

The eight-step process is required to be completed before October 6, 2018.

Updated Historic Preservation section with SHPO input.

Required documentation can be found on Georgia DNR Historic Preservation Division’s Review and Compliance site: http://georgiashpo.org/review

- HPD’s Environmental Review Form
  (including required attachments)
- Limited Cultural Resources survey

To determine if previously known historic properties or archaeological sites are present within an Area of Potential Effect (APE)

- Evidence of a thorough literature review
- Site file search

Submittal to SHPO/HPD is required.
2018 Environmental Requirements

Updated Historic Preservation section with SHPO input (cont’d)

- If no historic resources survey of project area has occurred in the last five years, it will be necessary to conduct a field level cultural survey of the APE to determine if any, as yet, unrecorded historic resources or archaeological sites are present.
- A list of Preservation Professionals can be found on the DNR Historic Preservation Consultant’s Directory: http://georgiashpo.org/consultantsdirectory

SITE review by Preservation Professional

DCA must receive HPD’s response to fully evaluate Phase I ESA.

2018 Environmental Requirements

Updated Historic Preservation section with SHPO input

- Information on Tribal Consultation can be found on the HUD Exchange, including a checklist that can be used to determine whether consultation is required: https://www.hudexchange.info/environmental-review/historic-preservation/tribal-consultation/
- Documentation, including letters, must be included with the Phase I ESA.

Tribal Consultation (HOME)

REMINDER: Lead inspectors must be certified in Georgia

2018 Environmental Requirements

Worked with DNR to update the “Lead” sections

- Required of both the interior and exterior of the building using EPA and HUD approved testing methods and procedures for any structure located on the subject property unless:
  - Structure constructed before 1978
  - Structure is vacant and will remain so until demolished
  - The structure has a valid certificate of compliance under applicable lead-based paint laws.

When is testing required?

Prior to sampling, applicants may submit a proposal to DCA for review

2018 Environmental Requirements

Worked with DNR to update the “Lead” sections

- If any lead paint is detected, soil sampling must conform to the requirements outlined in the 2018 Environmental Manual.
- If soil sampling has already been completed, DCA may, at its sole discretion, require additional testing and analysis.

Prior to sampling, applicants may submit a proposal to DCA for review

2018 Environmental Requirements

Worked with DNR to update the “Lead” sections

- If former structures have been removed and the site has been redeveloped/graded, such that sufficient soil disturbance has occurred at the locations of the previous structures, lead in soil testing is not necessary. This should be clearly documented in the report.
2018 Environmental Requirements

- Worked with DNR to update the “Lead” sections
- Any lead-based paint in excess of applicable standards must be inspected, remediated or abated in accordance with all applicable federal, state and local laws and regulations.
- An Operations and Maintenance Plan (“O&M Plan”) is required for any lead-based paint remaining in place.

2018 Relocation Requirements

- Goal: Minimize Impact on Residents
- What’s Required?
  - Plan
  - Budget
  - Tenant data forms and spreadsheet
  - Most recent rent rolls

Check 2018 Relocation Manual for further requirements contingent on project details.

Common Mistakes

Sustainable Developments

All applications must include their score achieved and the minimum score for the program.

2018 QAP SCORING

Favorable Financing - DRAFT

Clerical Amendments

- Removed Conventional, HUD, and USDA Loans
- TCAP funds do not have to be used for perm financing or be for min of 10 years.
- Guidance will be provided in Q&A for Local Government Loans.
Favorable Financing

Max Interest Rate of Long Term Monthly AFR
- Application: May 2018 Long Term Monthly AFR
- Closing: Long Term Monthly AFR as of the month of closing. Can be floating.

Exceptional Non-Profit
Exceptional Public Housing

March 1, 2018
Nikki Flanigan

Minimum Documentation

Both must complete the DCA Exceptional Nonprofit/PHA Assessment Form. In addition, (orange text is new for 2018):

A. Exceptional Nonprofit
- Copy of organization’s publicly available federal Form 990 for 2015 and 2016. If Form 990 is not available, DCA requires a clear explanation and proof of exemption.
- Copy of 2016 and 2017 recent annual audits completed by an independent auditor. If the Nonprofit operates on a Fiscal Year ending after Applicant submission, the Nonprofit must provide 2015 and 2016 audits.

B. Exceptional Public Housing Authority

Copy of 2016 and 2017 annual audits completed by an independent auditor for the PHA. If the PHA operates on a Fiscal year ending after Applicant Submission, the PHA must provide 2015 and 2016 audits.

Favorable Financing

- Project Participant cannot provide loan for points
- Long Term Ground Lease can come from a PHA that is a part of the development team

XIV. Exceptional Nonprofit/PHA

- Three (3) Applicants will still receive 2 points here:
  - Two (2) Applicants with a qualified Nonprofit as the managing general partner that meets the Nonprofit Set Aside requirement
  - One (1) Applicant in which the Project Team includes a qualified Public Housing Authority, their sponsoring entities, affiliated companies, or subsidiaries.
- Both PHA and NP Applicants will complete the same form and will be ranked according to the same criteria
Community Revitalization/Transformation & Community Designation

March 1, 2018  Grace Baranowski

Big Picture: Development in Two Tracks

<table>
<thead>
<tr>
<th>VIII. Revitalization/Redevelopment Plans</th>
<th>7</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Qualified Census Tract/Revit. Plan</td>
<td>5</td>
</tr>
<tr>
<td>• CRP meets QAP requirement</td>
<td>3</td>
</tr>
<tr>
<td>• Proposed development in QCT</td>
<td>2</td>
</tr>
<tr>
<td>B. Off-Site Capital Investment</td>
<td>2</td>
</tr>
<tr>
<td>IX. Community Transformation</td>
<td>3</td>
</tr>
<tr>
<td>• 5 Applicants (3 Flex, 2 Rural)</td>
<td>3</td>
</tr>
<tr>
<td>• Must receive: 3 pts VI. Enriched Property Services</td>
<td></td>
</tr>
<tr>
<td>• ≥3 pts VIII. Revitalization Plan</td>
<td>2</td>
</tr>
<tr>
<td>• Correct receive: Stable Communities: A1, A3, A5, B1</td>
<td></td>
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</table>

<table>
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<th>X. Stable Communities</th>
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<tr>
<td>A. Low Poverty (Flex)</td>
<td>3</td>
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<tr>
<td>• &lt; 5% Poverty (A1)</td>
<td>3</td>
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<td>• &lt; 10% Poverty (A5)</td>
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<td>B. Low Poverty (Rural)</td>
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<td>• &lt; 10% Poverty (B1)</td>
<td>3</td>
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<tr>
<td>• &lt; 15% Poverty (B3)</td>
<td>1</td>
</tr>
<tr>
<td>C. GDPH Stable Communities</td>
<td>2</td>
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</table>

Community Revitalization Plans

- A Community Transformation Plan submitted for the 2017 funding round that satisfies criteria (a)-(f) but not (g) is still eligible to receive points as a Community Revitalization Plan.
- Section now includes Off-Site Capital Investment (2 pts)

<table>
<thead>
<tr>
<th>2017</th>
<th>2018</th>
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<tr>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
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<tr>
<td></td>
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<tr>
<td>Total</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>5</td>
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</table>

Community Revitalization Plan: Criteria (a)-(d)

- a) Clearly delineate a Targeted Area that includes the proposed site but does not encompass the entire surrounding city, municipality, or county
- b) Include public input and engagement during the planning stages
- c) Call for rehabilitation or production of affordable rental housing as a policy goal for the community
- d) Designate implementation measures along with specific timeframes for the achievement of such policies and housing activities

Community Revitalization Plan: Criteria (e)-(g)

- e) Include an assessment of the existing physical structures and infrastructure of the community
- f) Include a discussion of resources that will be utilized to implement the plan
- g) Be officially adopted by a Local Government

Common Mistakes

- Map must clearly identify CRP’s Targeted Area, containing proposed development.
- Public input and engagement:
  - Public engagement required adequately prior to adoption – not same day as adoption!
  - Documentation of notice for opportunity to engage
  - Renewing/re-adopting/amending a plan constitutes substantial change and thus requires renewed public engagement, unless Plan specifically provides for doing so without renewed engagement.
IX. Community Transformation

- DCA will select up to 5 Applicants (3 Flexible, 2 Rural) to receive 3 points for qualifying as a Community-Based Developer
- Applicants must:
  - Appoint a Community Quarterback Board
  - Commit to undertaking Community Outreach and Engagement and completing a Community Transformation Plan.

Comparative criteria for selecting Community-Based Developers

- Partnerships with at least 2 or more community nonprofits resulting in measurable improvements to community/resident outcomes
- Participated/led philanthropic activities benefiting community
- If applicable, selected by Local Government through RFP
- Secure commitment of funds to support community transformation

Common Mistakes

- Community Partnerships
  - Partners seek to serve the low-income community broadly – not a specialized subset.
  - Quantitative data: measurable improvement in community or resident outcomes (e.g., improved reading scores, increased visits to doctor)
- Community Improvement Fund: Support provision of community services/resources; expanded from 2017 requirement to focus on education.

Community Quarterback Board

- At least one-third: low-income residents or representatives of low-income neighborhood organizations (Signatures)
- At least one-third: public officials or Local Government employees (Letters of Commitment)

Community Quarterback Board

<table>
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<tr>
<th>Representative</th>
<th>Req’d for Family</th>
<th>Req’d for Senior</th>
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<tbody>
<tr>
<td>Education</td>
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<tr>
<td>Employment</td>
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<tr>
<td>Transportation</td>
<td>X</td>
<td></td>
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<tr>
<td>Health services</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Local Government</td>
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</table>

Community Transformation: Timeline

- At Pre-App: Map of the Defined Neighborhood
- At Application:
  - If GICH, list of current Community Housing Team members
  - If CHDO, page of CHDO Application listing Board of Directors
  - Signatures/letters from CQB representatives
  - Completed Community Transformation Plan Certificate
- Between Selection Notice & 60 days prior to placed-in-service date:
  - Undertake Community Engagement and Outreach
  - Create Community Transformation Plan
- At 60 days prior to placed-in-service date:
  - A copy of full Community Transformation Plan
  - Community Outreach and Engagement documentation
Pre-App: Community Transformation

Follow 2018 Pre-Application Instructions:

- Include completed Submission Form/Checklist
- Include on flash drive all documents as required by the 2018 QAP:
  - A map of the Defined Neighborhood surrounding the proposed site (in relation to CRP Target Area, if applicable) (Scoring, p. 27 of 46).

Applicant must submit Defined Neighborhood map at Pre-app!

If Local Government has adopted a CRP:

- Defined Neighborhood should align or fall within the Targeted Area of the CRP
- Locate page in CRP with map showing outline of its Target Area
- On map of CRP Target Area, draw:
  - Proposed site location
  - Borders of Defined Neighborhood

Applicant must submit Defined Neighborhood map at Pre-app!

If Local Government has not adopted a CRP:

- Pull up map of proposed site
- On map, draw:
  - Proposed site location
  - Borders of Defined Neighborhood

Community Designation

- Remains open to only:
  - 1 Applicant receiving a HUD Choice Neighborhood Implementation (CNI) Grant, and
  - 1 Applicant designated by Purpose Built Communities.
- Applicants to this Scoring Section are ineligible for points under VIII. Revitalization/Redevelopment Plans, IX. Community Transformation, or X. Stable Communities.

Threshold IV. Required Services

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<thead>
<tr>
<th>Family (Monthly)</th>
<th>Senior (Monthly)</th>
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<tbody>
<tr>
<td>At least 2 services</td>
<td>At least 4 services</td>
</tr>
<tr>
<td>From at least 2 categories</td>
<td>From at least 3 categories</td>
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Threshold IV. Required Services

<table>
<thead>
<tr>
<th>Categories</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social and recreational programs</td>
<td>Semi-monthly parties/dinners, movie nights, bingo</td>
</tr>
<tr>
<td>On-site enrichment classes</td>
<td>Computer tutoring, gardening, safety classes</td>
</tr>
<tr>
<td>On-site health classes</td>
<td>Nutrition, healthy cooking, exercise classes</td>
</tr>
<tr>
<td>Other services as approved by DCA at pre-app</td>
<td>Alternate services for USDA Rural properties with limited community space</td>
</tr>
</tbody>
</table>

Scoring VI. Enriched Property Services:

A. Education Outcomes (3 pts total)

- Family Applicants addressing tenants’ educational attainment barriers/improving educational outcomes
  - Innovative: Not typically seen in tax credit properties
  - Replicable: Sufficiently detailed to implement elsewhere
- If at least one program service is offered on-site at least monthly, may be counted as 1 of the 2 required monthly services in Threshold (“on-site enrichment class”). Examples:
  - After-school tutoring and enrichment,
  - On-site early learning center

“Innovative” - Common Mistakes

- Don’t just tell us your concept is “unique” or “innovative” – show us why!
  - Filling what gap?
  - Serving what unique/underserved audience?
  - What unique process is used to plan/implement project or measure impact?
- What case studies/analysis support this innovation?
- Establish unique partnerships outside of typical housing credit delivery stakeholders

“Replicable” - Common Mistakes

- Provide enough information for anyone reading your Application to implement this concept elsewhere.
- Documentation:
  - Actual or draft measurement tool to capture measurable benefit to tenants
  - Logic model and/or administrative documents

Scoring VI. Enriched Property Services:

B. Healthy Housing Initiatives (3 pts total)

Identify the locally relevant health issues through:

Publicly Available Data

- A local Community Health Needs Assessment (CHNA)
- A local Community Health Assessment (CHA)
- A local Community Health Improvement Plan (CHIP)
- County Health Rankings & Reports
- Community Health Status Indicators (CHSI)

Partner-Provided Data

Partner(s) reports and/or data about the needs of the community in which the proposed development is located
Scoring VI. Enriched Property Services:
B. Healthy Housing Initiatives (3-pt total)

<table>
<thead>
<tr>
<th>Monthly Services</th>
<th>Preventative Health Care (2 pts)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1. Screening</td>
</tr>
<tr>
<td></td>
<td>2. Education</td>
</tr>
<tr>
<td>Implications for “Required Services”</td>
<td>(2 services under 1 category: “on-site health classes”)</td>
</tr>
<tr>
<td>Amenities</td>
<td>If services provided on-site, designated screening space equipped with basic equipment</td>
</tr>
<tr>
<td>Implications for “Required Amenities – Additional Site Amenities”</td>
<td>Screening space counted as 1 of the at least 2 required additional amenities.</td>
</tr>
<tr>
<td>Staff</td>
<td>Health Services Coordinator</td>
</tr>
</tbody>
</table>

Healthy Eating Initiative (1 pt)

<table>
<thead>
<tr>
<th>Monthly Services</th>
<th>Healthy eating program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implications for “Required Services”</td>
<td>(1 service under 1 category: “on-site health classes”)</td>
</tr>
<tr>
<td>Amenities</td>
<td>Community garden (Note: if Property provides monthly, free gardening education, counted as 1 additional service under “on-site enrichment class”</td>
</tr>
<tr>
<td>Implications for “Required Amenities – Additional Site Amenities”</td>
<td>Community garden counted as 1 of the at least 2 required additional amenities.</td>
</tr>
<tr>
<td>Staff</td>
<td>None</td>
</tr>
</tbody>
</table>

Common Mistakes - Healthy Housing

- Include a copy of the data required, explain how the Initiative specifically addresses this data
- Concretely identify a strategy for measuring outcomes, naming metrics to be tracked
  - Unacceptable: “We will create a strategy to measure outcomes…”
- Fees for Health services cannot be mandatory to all residents

Tracking Outcomes

<table>
<thead>
<tr>
<th>Section</th>
<th>Documentation Required at Application</th>
<th>Measurement after Placed-in-Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>IX. Community Transformation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Applicant must do See previous slide.</td>
<td>See previous slide.</td>
<td></td>
</tr>
<tr>
<td>A. Education Outcomes; OR B. Both Healthy Housing Initiatives</td>
<td>Applicant agrees to survey residents annually</td>
<td>* Results of Annual Resident Survey * Progress of Community Transformation Plan goals</td>
</tr>
</tbody>
</table>

These Applicants agree to report annually on results for ≥ 5 yrs from placed-in-service date.

Place Based Opportunity

March 1, 2018
Stephen Vlkovic
Quality Education Areas

- Two (2) points if ALL K-12 schools in attendance zone which property is in have above-average CCRPI scores
  - One (1) additional point if Family
  OR

- One (1) point if at least 1, but not all schools in attendance zone which property is in have above-average CCRPI scores (Family or Senior)

Workforce Housing Need and Job Strength

- Meeting minimum jobs threshold:
  - Removed “where more than 60% of workers within a 2-mile radius travel 10 miles or more to their place of work”
  - Reduced points from 2 to 1
  - Exceeding minimum jobs threshold by 50% remains at 2 points

Desirable Activities/Undesirables, Community Transportation Options and Priority Point

Desirable Activities

- DCA lists Desirable Activities in this section which qualify for points based upon Desirable category and distance
- Maximum of 10 points, no limit to the # that can be sought
- Rural and Flex pools have different distance requirements for 1 point desirables
- The 2 point desirables have the same distance requirement, regardless of the pool
- Qualifying for 10 points in this section may also allow Applicants to seek points in the Stable Communities Section
Desirable Activities

**Documentation Requirements – Significant Changes**
- All driving and walking routes submitted must be sourced from Google Maps.
- Pictures of Desirables are no longer required.
- Paved Pedestrian Walkways (PPWs) to Desirables along walking routes are no longer required to qualify for points.

**Available Points - Significant Changes**
- Desirables are weighted solely based upon distance, no longer by Desirable type/category.
- Maximum points for Desirables has been reduced to 10.
- Bonus point has been eliminated.

Desirable Activities

**Desirables with Same Address/Location - Significant Changes**
DCA will allow Desirables that house/contain additional buildings or entities to claim for up to 2 Desirable categories, under the following categories:
- National big box retailer: Category a
- Supermarkets and grocery stores: Category d
- Community or recreational center: Category e

**Common mistakes, pay attention to these:**
- Make sure the Desirable address on the Google Maps turn by turn directions is the same address as is listed on the Desirable/Undesirable Certification Form.
- Make sure the correct Desirable address displays when geo-coordinates are used, again the Desirable address must match what is listed on the Desirable/Undesirable Certification Form.
- Double check the geo-coordinates, some were inadvertently carried over or copied over from other Applications in error.

Undesirable Activities

**USDA Food Deserts**
- Two points will be deducted from the Desirables point total if the proposed development site falls within a USDA Food Desert.
- If there is a Supermarket that does exist within the USDA Food Desert, this can be indicated on the certification form and DCA will review the claim during scoring.

**Documentation – Mitigation of Undesirable Clarification**
- If the third party undertaking mitigation of an Undesirable is a Local Government, supporting documentation must clearly evidence that mitigation will be completed prior to the project’s placed-in-service date and specifically identify the exact Undesirable condition and its location as noted on the Desirable/Undesirable Certification Form.
- General plans of community mitigation in the proposed site community will not be considered.
Undesirable Activities

Avoid These Mistakes

Letter from a Local Authority does not indicate:

- The specific address of Undesirable(s)
- That the specific Undesirable(s) will be mitigated on or before the placed in service date for the development

Desirables Certification Form page

Undesirable Certification Form page

Best Practices – Helpful Hints

- Double-check all geo-coordinates and addresses listed on the Desirable/Undesirable Certification Form
- Clear any data from other Applications on the certification form
- Make sure all of the Desirable names displayed on Google routes match what is listed on the Desirable/Undesirable Certification Form
- A Desirable route that is over the required distance will not be considered

Community Transportation Options

- **Flex Pool – 5 points**
  - Flexible Pool Applications proposing a site:
    - Owned by a local transit agency which has been strategically targeted by the agency to create housing with on-site or adjacent access to public transportation
    - Resting along a transit line that follows a fixed route and fixed daily schedule available to the public every day of the week.
    - 1 point additional if serving a Family Tenancy

Community Transportation Options

- **Flex Pool – 4 points**
  - Flexible Pool Applications proposing a site:
    - Within one (1) mile of a transit hub [a station that has three (3) or more bus routes, rail options, and/or other affordable mass transit options]
    - Resting along a transit line that follows a fixed route and daily schedule serving the public no less than 5 days per week
    - 1 point additional if serving a Family Tenancy
Community Transportation Options

Flexible Pool – Varying Distances

- 3 points: Sites within .25 mile of an established public transportation stop
- 2 points: Sites within .5 mile
- 1 point: Sites within 1 mile
- Stop must rest along a transit line that follows a fixed route and fixed daily schedule serving the public no less than 5 days per week

Community Transportation Options

Rural Pool: On-Call Transportation – 2 Points

- Publicly operated/sponsored & established transit service available at least 5 days per week
- On-call service must pickup/be available on site
  - OR
- If Fixed-Route Service, must be within .5 mile of Pedestrian Site Entrance

Community Transportation Options

Significant Changes – Walking Routes

- Paved Pedestrian Walkways (PPWs) as previously defined by DCA are no longer required along the routes from the pedestrian site entrance to the transportation stop
- Walking distance routes must be sourced from Google Maps

Community Transportation Options

Significant Changes – Walking Routes (cont’d)

- Transportation routes that run direct or express, with no local routes, will not qualify for transportation points
- This section of scoring no longer lists as a requirement that On-call transportation is affordable, however that is still part of one of “DCA’s Housing Strategic Goals”.

Community Transportation Options

Common Mistakes

- For Rural Applications, On-call Transportation, website page is missing:
  - Cost of service
  - Relevant transit route
  - Route schedule
  - Webpage URL address

Community Transportation Options

Common Mistakes

- Transit Service/Authority letters where website does not provide the required information, missing:
  - Cost of service
  - Relevant transit route
  - Route schedule
  - Transit Authority/Service phone number and email address
Priority Point

Available Points - Significant Changes
- Reduced from 2 points to 1 point
- No property size unit-count limitation
- Both Flex and Rural Pool Applications may claim this point

Priority Point Q&A on DCA’s website
Detail provided about instances in which Consultants contribute to multiple Applications

Avoid These Mistakes
- More than one property is designated, one in Flexible or one in Rural Pool, no points will be awarded for either
- Project Development Team or Member claims the Priority Point for more than one Development/Project, no points awarded for either

The point of this section is to let DCA know which of your multiple Applications is the one you most prefer to be selected.

Consolidated Plan

DCA is in process of developing its Consolidated Plan, the five-year strategy for its HUD programs (HOME, NHTF, CDBG, ESG, HOPWA)

These 5 HUD programs support 4 key goals:
- Affordable Housing
- Homelessness
- Non-Homeless Special Needs
- Non-Housing Community Development

Consolidated Plan

Round 1 Q&A Responses

March 1, 2018
Laurel Hart, Philip Gilman, Marshall Aiken & Grace Baranowski

Affordable Housing Goals, 2018-22

<table>
<thead>
<tr>
<th>Objective</th>
<th>Program</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
<th>Predicted Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction and rehabilitation of rental units</td>
<td>HOME</td>
<td>79,600,000</td>
<td>Rental units constructed/rehabilitated</td>
<td>HOME: 1990</td>
</tr>
<tr>
<td></td>
<td>NHTF</td>
<td>22,139,750</td>
<td></td>
<td>NHTF: 150</td>
</tr>
<tr>
<td>Homeownership assistance</td>
<td>HOME</td>
<td>6,250,000</td>
<td>Homeowner Housing Added</td>
<td>63</td>
</tr>
<tr>
<td></td>
<td>HOME</td>
<td>18,750,000</td>
<td>Homeowner Housing Rehabilitated</td>
<td>375</td>
</tr>
<tr>
<td></td>
<td>CDBG</td>
<td>9,500,000</td>
<td></td>
<td>125</td>
</tr>
<tr>
<td>Tenant-Based Rental Assistance</td>
<td>HOME</td>
<td>0</td>
<td>Tenant-based rental assistance/rapid rehousing</td>
<td>0</td>
</tr>
</tbody>
</table>
### Affordable Housing Goals, 2018-19

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Program</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
<th>Predicted Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction/Rehabilitation of rental units</td>
<td>HOME</td>
<td>$25,000,000</td>
<td>Rental units constructed</td>
<td>HOME: 625</td>
</tr>
<tr>
<td></td>
<td>NHTF</td>
<td>$4,427,950</td>
<td>Rental units rehabilitated</td>
<td>NHTF: 30</td>
</tr>
<tr>
<td>Homeownership assistance</td>
<td>HOME</td>
<td>$5,000,000</td>
<td>Homeowner Housing Added</td>
<td>87</td>
</tr>
<tr>
<td></td>
<td>CDBG</td>
<td>$1,900,000</td>
<td>Homeowner Housing Rehabilitated</td>
<td>25</td>
</tr>
<tr>
<td>Tenant-Based Rental Assistance</td>
<td>HOME</td>
<td>$0</td>
<td>Tenant-based rental assistance/rapid rehousing</td>
<td>0</td>
</tr>
</tbody>
</table>

### Opportunities to Comment

- Today: Please fill out half-sheet surveys
- Send any comments to conplan@dca.ga.gov
- Draft will be published 3/15 with 30-day comment period.

### Workshop Q&A
(Use note cards located @ each table)

### Compliance Introductions
Janice Shannon

### Lunch
(Q&A Cards)

### Responses to Workshop Written Questions
Laurel Hart, Philip Gilman, Marshall Allen & Grace Baranowski
**Bond Update**

March 1, 2018

Ryan Fleming

---

**Bond (4% Tax Credit) Development**

<table>
<thead>
<tr>
<th>Year</th>
<th>Affordable Units</th>
<th>Total Units</th>
<th>Tax Exempt Bond Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>407</td>
<td>408</td>
<td>$28 million</td>
</tr>
<tr>
<td>2014</td>
<td>1,669</td>
<td>1,711</td>
<td>$87 million</td>
</tr>
<tr>
<td>2015</td>
<td>1,174</td>
<td>1,174</td>
<td>$69 million</td>
</tr>
<tr>
<td>2016</td>
<td>2,986</td>
<td>3,029</td>
<td>$240 million</td>
</tr>
<tr>
<td>2017</td>
<td>5,104</td>
<td>5,127</td>
<td>$389 million</td>
</tr>
</tbody>
</table>

---

**Bond Application Process Flow**

- Pre-Application Review
- Application Review
- Drafting Letter of Determination 42 (M) Letter

- 30 Days
- 45 Days (Portfolio)
- 75 days
- 105 Days (Portfolio)

- Applicant response to Waivers: Any “No” determinations from DCA
- Confirmation from DCA Bond Lead to submit Application?

---

**Pre-Application Submission**

- Name
- Date modified

- 01.Waiver
- 02.Underwriting
- 03.Qualification
- 2018PA-00DealNameSubmissionForm

- If applicable

---

**Pre-Application Submission**

Pre-Application Submission & Home Consent (Excel Workbook)

---

**2018 Bond Pre-Application Process**

Pre-Application Review

30 Days, 45 Days (Portfolio)

1. Qualification Determination (QD)
2. Architectural Waivers
3. Underwriting Waivers

Output: QD Letter
Output: Waiver Letter*
Output: Waiver Letter*

Clearance from Bond Lead

*If applicable
Clearance to Submit Application?

- Applicant response to Waivers: Any "No" determinations from DCA
- Confirmation from DCA Bond Lead to submit Application

Application Review

Drafting Letter of Determination

42 (M) Letter

- 30 Days
- 45 Days (Portfolio)
- 75 Days
- 105 Days (Portfolio)

Bond Application Process

Application Review

Drafting Letter of Determination

42 (M) Letter

- 30 Days
- 45 Days (Portfolio)
- 75 Days
- 105 Days (Portfolio)

Pre-Application Review

Application Review

Drafting Letter of Determination

42 (M) Letter

- 30 Days
- 45 Days (Portfolio)
- 75 Days
- 105 Days (Portfolio)

Threshold Sections:

1. Project Feasibility
2. Site Analysis
3. Project Context
4. Marketing Feasibility
5. Appraisal
6. Site Analysis
7. Required Site Data
27. Optimum Use of Resources
8. Site Control
9. Environmental Requirements
10. Site Access
11. Operating Utilities
12. Public Water/Sewer
13. Public Amenities
14. Rehabilitation Costs
15. Site Information/Concept Site Plan
16. Building Sustainability
17. Accessibility Standards
18. Architectural Design/Quality Standards
19. Rehabilitation Standards
20. Compliance History Summary (Pre-App)
21. Project Team
22. Pre-App/QD Update
23. Land Use Restriction Covenant (LURC)
24. Required Legal Opinions
25. Relocation and Displacement of Tenants
26. AFFH Marketing Plan
27. Optimum Use of Resources
28. Construction Transmittal Forms
29. Project Team
30. Compliance History Summary (Pre-App)
31. Project Team
32. Compliance History Summary (Pre-App)

Bond Application Process: Team Members

Application Review

75 Days; 105 Days (Portfolio)

Team Members:
1. Charmaine Walker
2. Josh Marx
3. Robert Keeler
4. Ryan Fleming
5. Angela Lowery

Team Members:
1. Donna Tyler
2. Dorothy Bell
3. RC Connell
4. Derek Briggs

Team Members:
1. Chelsea Arkin
2. Jessica Plante

Team Members:
1. Nikki Flanigan
2. Jannis Shannon
3. Stephen Vlkovic

Environmental Feasibility Construction Services Compliance

Letter of Determination

- LOD Package Includes:
  - LOD Cover Letter
  - Letter of Determination
  - Land Use Restriction Covenant (LURC)
  - Exhibit A: Gross Rent Floor Election
  - Exhibit B: Project BIN (Building ID) Sheet
  - Exhibit C: Calculation of Credit Percentage
  - Exhibit D: Construction Transmittal Forms

Pre-App/QD Update

March 1, 2018

Nikki Flanigan & Stephen Vlkovic
2018 Updates

- Clarity on who requires review
- Distinguish Performance v. Compliance Review
- Performance Questionnaire
- Clarity on Grandfathering Determination
- Required Documents

Qualified Project Teams

Review required of the following Project Team members:

- General Partner Entities
- Developer Entities
- Does not include Consultants unless:
  - Consultant qualifies as Developer pursuant to the QAP

Overview

Four Main Components

- Experience (Certifying Entities only)
- Capacity (Certifying Entities only)
- Performance
- Compliance

Certifying Entity

- Project Team must have Certifying Entity in both the General Partner and Developer entities
- Must exercise effective control
  - Majority Interest
  - Managing Member

Experience

- 20% minimum interest in GP and/or Developer for 5 Successful Tax Credit Projects (10 if Significant Adverse Event waiver)
- Participation from Allocation to present
- Completed since 1/1/07
- Minimum 90% occupancy
Experience

**Required Documents**
- Letter from Syndicator certifying role and interest for each qualifying Successful Tax Credit Project (new)
- Limited Partnership Agreement demonstrating effective control
- 8609 forms or Certificate of Occupancy for all Successful Tax Credit Projects

Capacity

- Financial solvency
- Experience in similar developments
  - Size
  - Complexity
  - Scope

Performance

- Pattern of intermittent non compliance or poor performance (adverse circumstances) in the development or operation of a tax credit property
- Three year period prior to Application Submission
- Noted in Performance Questionnaire or in DCA files

Compliance

- Substantial compliance with the following:
  - DCA Rules
  - Section 42 Program Requirements/Regulations
  - HOME Program Requirements/Regulations
- Significant Adverse Events
- Good standing letters only required if requested by DCA (new)
Performance Questionnaire

- Not submitted electronically (new)
- Tab in the Performance Workbook
- Must be completed by each member of the Project Team
- Purpose to disclose Significant Adverse Events and Adverse Circumstances

Grandfathering Determination

- Submitted documentation of experience in 2017 and received determination of “Qualified-Complete”
- Provide 2017 QD letter or applicable pre-app/app number
- Not required to submit experience documents for 2018
- All other sections of the Performance Workbook must be completed

Not Qualified - Partnering

- Not Qualified - Partnering As a Certifying Entity
  - Entities with insufficient experience
    - Lack at least two (2) successful tax credit projects where Applicant is owner and developer
    - Have Material Participation in at least three (3) tax credit projects
    - Must partner with an experienced GP and Developer
    - May be subject to additional conditions or restrictions

Experience

- Submitted experiences in 2017 and received determination of “Qualified-Complete”
- Provide 2017 QD letter or applicable pre-app/app number
- Not required to submit experience documents for 2018
- All other sections of the Performance Workbook must be completed

Probationary Participation

- Entities with material participation in at least three (3) tax credit developments but not requisite ownership or development experience
  - Ownership or development experience in more than two (2) but less than five (5) Successful Tax Credit Projects
  - Additional documentation required
  - May be subject to additional conditions or restrictions
Compliance Performance

- Each Application starts off with 10 points
- SAEs with a granted waiver will be assessed a 5 point deduction for each SAE
- ACs point deductions are detailed in the QAP
- The max point add-back amount is 5 points for 20 or more Tax Credit or HOME properties

Compliance Performance

- Property name in GHS is not the same as the property name in Mitas
- Mitas upload of transactions is not current, must be done by the 10th of each month
- Late cost certification
- AOC filings late or incomplete

Compliance Performance

- Uncured findings of noncompliance
- Late fees; Compliance Monitoring, Allocation, etc.
- Amenities listed on LURC/LURA not provided or available as required

Common Mistakes, Problems, and Deductions

- Late cost certification
- AOC filings late or incomplete
- Failure to obtain pre-approval of Management change or Ownership change
- Mitas setup/registration not completed before placing in service and leasing

Waivers

- Donna Tyler

March 1, 2018
Pre-Application Folder Structure

- Pre-App Submission & Home Consent (Excel Workbook)
- Pre-application approval of waivers from DCA Architectural Standards is contingent upon review of the Physical Needs Assessment and Work Scope submitted with the application for funding.
- DCA reserves the right to reexamine pre-application waivers after the information contained in the Application has been reviewed.

Rehabilitation Standards: Architectural Waivers

- Cost Waivers (2018 QAP, pg. 11 of 64)
- Threshold XIV. Rehabilitation Standards (2018 QAP, pg. 26 of 64)
  - Architectural Waivers may be granted if:
    - Overriding public policy
    - Historic preservation need
    - PNA clearly documents the existing property does not require a comprehensive rehabilitation.
  - DCA Useful Life Requirements
  - Full funding of Capital Replacement Reserve (may be required)
  - Fannie Mae Expected Useful Life Table

Accessibility Waiver

- Any waiver for exemptions to the applicable federal, state and local accessibility laws must be supported by a legal opinion that supports such exemptions.
- DCA cannot and does not waive any applicable accessibility requirements under federal or state law.
- DCA approves the waiver request only to the extent that DCA requirements are more stringent than any applicable accessibility requirements under federal or state law.
Scoring Strategy Update

Marshall Aiken

March 1, 2018

Scoring Strategy - Overall

- Appeal Review of contested reconsideration decision leading to non-funding
- Reconsideration review of contested scoring decisions leading to non-funding
- DCA Senior Leadership Review of any point deduction leading to non-funding
- HFD Leadership Review of any point deduction
- Quality Control Review with Legal Staff (“QR”)
- Initial Review by Scoring Team (score can only go down)
- Self-score from Applicant

DCA Scoring Strategy 2017

All 73 Applications scored for Innovative Project Concept and Exceptional Non-profit Points

Applicants stratified based on self-score base + competitive scoring categories (generates Max Score)

Applicants within reasonable point difference of funding range receive QR; remainder awarded Max Score (no deductions)

DCA Working Scoring Strategy 2018

All Applications scored for Exceptional Non-profit/PHA Points

Applicants stratified based on self-score base + competitive scoring categories (generates Max Score)

Applicants within reasonable point difference receive QR of all categories; remainder receive QR of key categories

Applicant Feedback Categories for 2018

- Environmental Requirements
- Site Control
- Rehabilitation Standards
- Qualifications for Project Participant

Applicant Feedback Categories for 2018

- Sustainable Developments
- Enriched Property Services
- Revitalization/Redevelopment Plans
- Favorable Financing
Scoring Justification

2017 Scoring Justification Outcomes:
- 10 applications lost points in 8 scoring sections
- 3 applications lost points for blank justifications in 5 scoring sections.
- 7 applications lost points for unacceptable justifications in 4 scoring sections.

2017 Scoring Justification Outcomes with 2018 QAP language:
Only 2 applications would have lost one point each.

Scoring Justification

2017 QAP Language:
A scoring section that does not have a full scoring narrative will not be considered for points in that category.

2018 QAP Language:
The first scoring section that does not have a full scoring justification will not result in a point deduction. One (1) point will be deducted for Applications with 2-4 scoring sections that do not have a full scoring justification. Each additional scoring section that does not have a full scoring justification will result in a one (1) point deduction.

Scoring Justification

Examples of unacceptable justifications include but are not limited to:
- “Please see attached documents/accompanying folder.”
- “Applicant is eligible for points claimed.”

Examples of Unacceptable 2017 scoring justifications:
- All supporting documentation for GICH is included in tab 35.
- Site eligible for all desirable points plus bonus point (driving) in rural pool.
- This is not a phased development

Be sure your Justification stands on its own. Your language should not refer DCA to a tab or document within your Application submission for the Justification in that section.

Appeals and Standards

March 1, 2018

Nikki Flanigan
**Appeal Review**

- Where DCA upholds decision after Applicant’s Request for Reconsideration
- Issue – whether Applicant met requirements of the QAP
- Burden of proof on Applicant
- Only consider documents submitted with the Application

**Scoring Review Standard**

- Both Threshold and Scoring section reviews pertain only to corresponding funding round
- Reviews have **NO** effect on subsequent or future funding round scoring decisions

**Workshop Q&A**

*open mic*