

Published on April 6, 2022

The Georgia Housing and Finance Authority (GHFA) and the Department of Community Affairs (DCA) have released proposed amendments to the 2022 Qualified Allocation Plan (QAP).

Administrative Amendments: Deadline Extensions for select Threshold Criteria

In response to delayed data releases that impact the potential scores of development sites, DCA proposes to extend certain deadlines for the 2022 9% Housing Tax Credit competitive round. These pertain to the following Threshold Criteria in the QAP requiring local government approvals:

- Site Zoning
- Operating Utilities
- Public Water/Sanitary Sewer

DCA proposes to allow minimum documentation for the above three sections to be submitted by July 20th, 2022 (two months following the 9% application deadline).

Public Comment Period

DCA will accept public comments on the proposed deadline extension beginning April 6, 2022. All written comments must be received by close of business on April 13, 2022.

Please submit public comments through DCA's QAP Public Input Survey ([click here](#)).

QAP Approval and Amendment Process

GHFA approved the 2022 Qualified Allocation Plan (QAP) after extensive public consultation including two public hearings through online webinar and a thirty-day public comment period. The final 2022 QAP was approved by the GHFA Board of Directors on November 9, 2021 in Perry, Georgia and by the Governor of the State of Georgia on December 29, 2021. Since its approval, DCA staff have determined the need to clarify and/or update certain program requirements or selection criteria.

Core Plan, Section 21 in the 2022 QAP details the approval process for amendments that are administrative in nature:

“The Commissioner of DCA, acting as Executive Director of GHFA, is also granted the authority to make minor modifications to the Plan to clarify provisions and correct inconsistencies. Such modifications include but are not limited to changes in Application Submission date or any other deadline listed in this document.”

Amended Pages from QAP

The pages that follow are only those pages that differ between the QAP as signed by the Governor and the proposed amended QAP. All amendments are reflected as redlined text.



EXHIBIT A

XIX. DCA PRE-APPLICATION FEES AND DEADLINE SCHEDULES

For Profit, Non-profit, and for Profit/Non-profit Joint Ventures

	Fees	9% Deadline	4% Deadline
Architectural Standards & Design Waiver (up to 10 items per waiver)*	\$1,500 per waiver	3/4/22	TBD – See Section 12
Optional Amenity Request*	\$ 1,500 per request	3/4/22	TBD – See Section 12
DCA HOME Consent Loan Application fee*	\$1,000 For-Profits \$500 Non-profits	3/4/22	N/A
Qualification Determination (Required for all Deals; any change in Project Team requires a separate QD fee)	\$1,000	3/4/22	TBD – See Section 12
Operating Expense Waiver*	\$1,500 per waiver	3/4/22	TBD – See Section 12
State-Basis Boost request under Section 8.D* (“extraordinary circumstances”)	NONE	3/4/22	N/A
2022 Bond/4% Credit Letter of Determination	\$6,500 For Profits \$6,500 For Profits/Non- profits Joint Venture \$5,500 Non-profits (Resubmission fee of \$500 due for incomplete submissions)	N/A	Application Submission no later than 75 days before bond closing (fee not required at application if submitted with pre-application)

2022 Credit Application Fee and Third Party Review Fees	\$6,500 For Profits \$6,500 For Profits/Non- profits Joint Venture \$5,500 Non-profits	Application Submission: 5/20/22	N/A
<u>Minimum Documentation for select Threshold Criteria:</u> <ul style="list-style-type: none"> • <u>Site Zoning</u> • <u>Operating Utilities</u> • <u>Public water/sanitary sewer</u> 	<u>NONE</u>	<u>7/20/22</u>	<u>N/A</u>
Payment & Performance Bond Waiver	\$1,500 per project	Application Submission: 5/20/22	N/A
Notification of delayed Financing Awards (AHP) or other competitive funding sources	NONE	7/7/22	N/A
Alternate Financing Deadline, if Notification deadline has not or will not be met	NONE	7/21/22	N/A
Evidence of 8 step process completion	NONE	8/29/22	N/A

DCA POST AWARD DEADLINES AND FEE SCHEDULE*

For Profit, Non-profit, and for Profit/Non-profit Joint Ventures

	Fees	9% Deadline	4% Deadline
During Scoring Round			
Project Application Amendments	\$1,500 per request	At time of submission of request for amendment	At time of submission of request for amendment

IX. SITE ACCESS

All sites proposed for development must provide a specified entrance that is legally accessible by paved roads. The definition of paved road is provided in the DCA Architectural Manual. The Application must include the appropriate drawings, survey, or other documentation that reflects such paved roads. If such paved roads are not in place at the time of the Application Submission, documentation evidencing local government approval to pave the road, a commitment for funding, and the timetable for completion of such paved road must be included in the Application. If the road is going to be paved by the applicant, those costs must be submitted at Application Submission. This restriction does not apply to private driveways accessing only the proposed project through property that is not part of a proposed site. However, if the use of such a private drive is proposed, site control of the private drive must be documented by proof of ownership or by a properly executed easement on the private drive, and the plans for paving the private drive, including associated development costs, must be adequately addressed in the Application.

For Scattered Site projects, each non-contiguous parcel must meet the above criteria.

Reference Documentation:

- DCA Architectural Manual

Minimum Documentation:

- Drawings, survey, or other documentation of legally-accessible paved roads.
- Commitment for funding for paving of all non-paved legally-accessible roads to be paved during construction.
- Proof of ownership of non-utility easements.

X. SITE ZONING

This section is required for Applications proposing New Supply. Applications proposing rehabilitation are exempt from this section unless the proposed unit mix comprises both New Supply and rehabilitation.

Zoning must be in place ~~by the submission deadline of this section. before Application Submission.~~ Zoning of the development site must conform to the proposed Conceptual Site Development Plan. A letter from the authorized Local Government official must be included in the Application. The letter must include the zoning and land use classification of the property and be accompanied by a clear explanation of the requirements (copy of the applicable sections of the zoning ordinance for the stated classification) and all conditions of these zoning and land use classifications. If the project is requesting HOME or HUD funds, the Local Government official must also comment on whether the project will include the development of prime or unique farmland. Please see the HOME and HUD Environmental Guidance for additional information. If the Local Government does not have or enforce a zoning ordinance, the Applicant must include a letter from a Local Government official to that effect. The letter should be on official letterhead with the name and title of the Local Government official.

The Applicant must provide documentation that demonstrates that the site layout conforms to any moratoriums, density, setbacks, or other imposed requirements of the Local Government. This documentation must be demonstrated on the Conceptual Site Development Plan either graphically or in written form.

It is the responsibility of the Applicant to ensure that all issues and questions surrounding the zoning and land use classification of a proposed site are clearly defined ~~prior to Application Submission~~. Any unclear or unresolved issues of zoning and land use could result in Threshold failure of the Application.

For Scattered Site Projects, site zoning requirements must be met for each non-contiguous parcel.

Reference Documentation:

- HOME/HUD Environmental Guidance

Minimum Documentation:

- Letter from Local Government official which includes project name, address, or parcel ID and confirms zoning. Letter must be dated within six (6) months of Application Submission.
- Explanation or copy of applicable zoning ordinance
- If zoning confirmation letter includes parcel ID but not project name or address, evidence that the parcel ID is the correct parcel ID for the project.

XI. OPERATING UTILITIES

This section is required for Applications proposing New Supply. Applications proposing rehabilitation are exempt from this section unless the proposed unit mix comprises both New Supply and rehabilitation.

Required project operating utilities (gas and electric service), as applicable, must be available to the proposed development site ~~at the time of~~ by the submission deadline of this section. ~~Application Submission~~. To be considered "available" for the purposes of this section, all easements necessary for the utility providers to extend utilities to the property and commitments from the utility providers to extend utilities to the property must be secured by the submission deadline of this section. ~~at the time of Application Submission~~. Evidence of such easements and commitments from the utility provider must be included in the Application.

The Application must include a letter from the appropriate authorized utility authorities confirming the availability of operating utilities at the proposed development site. The letters should be on letterhead and bear signature(s) and title(s) from the appropriate utility company signatory. Any charges for the off-site extension of utility services are not eligible for funding as project costs under the funding resources in the Plan. The requirements for Operating Utilities must be met for each non-contiguous parcel or each non-contiguous multifamily property.

Operating utilities cannot be contingent on annexation of the property, improvement of infrastructure, or funding to the utility provider from an outside source. Verification of the annexation and improvements must be submitted with the Application. Any unclear or unresolved issues regarding operating utilities may result in Threshold failure of the Application.

For Scattered Site Projects, a single letter will be accepted if it clearly demonstrates that each non-contiguous parcel has met operating utilities requirements.

Minimum Documentation:

- Letter(s) from authorized utility authorities that includes project name, address, or parcel ID and confirms that utilities will be available. The letter(s) must be dated within 6 months of Application Submission.
- If letter includes parcel ID but not project name or address, evidence that the parcel ID is the correct parcel ID for the project.

XII. PUBLIC WATER/SANITARY SEWER

This section is required for Applications proposing New Supply. Applications proposing rehabilitation are exempt from this section unless the proposed unit mix comprises both New Supply and rehabilitation.

Public water and sewer service must be available at the proposed development site by the submission deadline of this section at the time of Application Submission. To be considered "available" for the purposes of this section, all easements necessary for the water and sewer authorities to extend the existing water and sewer services to the project and commitments from the water and sewer authorities to extend the existing water and sewer services to the property must be secured by the submission deadline of this section at the time of Application Submission. Evidence of the commitments and easements from the water and sewer authorities must be included in the Application (i.e. letters from public water/sanitary sewer authority, copies of easements necessary for water and sewer authorities to extend water and sewer to the property). A commitment can be subject only to conditions within the control of the Applicant. Letter(s) from the local public water and sewer authorities must document the availability of the existing public water and sewer service to the site. These letter(s) from the appropriate public water and sewer authorities must be on letterhead of the local municipality or authority having jurisdiction and be included in the Application. Public water and/or sewer availability cannot be contingent on the construction of a water/sewer system, annexation of the property, or funding to the utility provider from an outside source. Verification of the annexation and improvements must be submitted with the Application. Any unclear or unresolved issues regarding the public water/sanitary sewer may result in threshold failure of the Application.

For scattered site projects, a single letter will be accepted if it clearly demonstrates that each non-contiguous parcel has met the public water/sanitary sewer requirements.

Minimum Documentation:

- Letter(s) of commitment from verifiable public water/sanitary sewer authority that includes project name, address, or parcel ID and confirms that utilities will be available. The letter(s) must be dated within 6 months of Application Submission.
- If letter includes parcel ID but not project name or address, evidence that the parcel ID is the correct parcel ID for the project.
- If applicable, copies of easements necessary for water or sewer authorities to extend water and sewer service to the property.
- If applicable, verification of annexation of the property or improvements to the water/sewer system which may affect the availability of utilities to the property.

XIII. REQUIRED AMENITIES
