



Housing Credit Policies in 2011 that Promote Supportive Housing

Corporation for Supportive Housing

2011

Acknowledgements

For this publication, CSH has built upon “*Housing Credit Policies in 2009 that Promote Supportive Housing*” and “*Summary of Select 2010 Low Income Housing Tax Credit QAP Policies Encouraging Supportive Housing*.” This year, Leigh Wilson has updated the data contained herein.

About the Corporation for Supportive Housing

CSH is a national non-profit organization and community development financial institution that helps communities create permanent housing with services to prevent and end homelessness. Founded in 1991, CSH advances its mission by providing advocacy, expertise, leadership, and financial resources to make it easier to create and operate supportive housing. CSH seeks to help create an expanded supply of supportive housing for people, including single adults, families with children, and young adults, who have extremely low-incomes, who have disabling conditions, and/or face other significant challenges that place them at on-going risk of homelessness.

Inquiries

If interested in learning more about supportive housing, please visit www.csh.org for additional on-line resources and materials, including information regarding the communities in which we currently work. For inquiries about this report, please contact CSH at info@csh.org.

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FOREWORD

CSH is pleased to present “*Housing Credit Policies in 2011 that Promote Supportive Housing*,” available for free download at www.csh.org. This new report builds on our assessment of 2009 and 2010 qualified allocation plan (QAP) policies and examines the strategies housing credit agencies adopted to foster and encourage supportive housing development within Qualified Allocation Plans (QAP) for the Low- Income Housing Tax Credit (Housing Credit), and highlights significant changes made within QAPs over the past several years. CSH examined 54 QAPs for this report.

Supportive housing – affordable housing with services targeted to populations with special needs who struggle to retain stable housing – is a proven, cost-effective way to end homelessness for people who face the most complex challenges. By providing people who are chronically homeless or have other special needs with a way out of expensive emergency public services and back into their own homes and communities, supportive housing not only improves the lives of its residents but also generates significant public savings. Communities across the country have identified expanded supplies of supportive housing as critical to their efforts to end homelessness. “*Housing Credit Policies in 2011 that Promote Supportive Housing*” represents one element of our ongoing collaborative efforts to analyze and share information regarding the role of the federal housing credit in financing supportive housing development.

This report identifies a variety of innovative housing credit policy approaches to supportive housing, including examples in each of the following categories:

- **Threshold requirements** under which housing credit agencies pledge to support only developments that meet minimum standards. Two types of threshold requirements relate to supportive housing projects. First, some housing credit agencies have a threshold requirement that all projects dedicate a specific percentage of units for permanent supportive housing. Second, other housing credit agencies have a general threshold requirement that obligate developers to include features such as units dedicated for households at or below 30 percent area median income or submission of a service plan. Supportive housing projects usually include these elements.
- **Credit set-asides** under which housing credit agencies pledge to allocate a certain portion of available housing credits during the year to supportive housing developments.
- **Scoring incentives** under which housing credit agencies encourage supportive housing development through the award of points in the competitive scoring process.

Changes in these approaches since the publication of the 2009 and 2010 assessments are identified in **bold text** within this report. Many of these changes reflect the growing demand and desire for quality supportive housing. Highlights include:

- Nearly all housing credit agencies (50 out of 54) provide potential scoring advantages for supportive housing.
- 38 housing credit agencies provide general scoring incentives encouraging permanent supportive housing, special needs housing, and housing for people with disabilities. This number is slightly reduced from 2009 as three housing credit agencies (Arizona, Kentucky and Ohio) have now replaced their scoring incentives with set-asides, at least for development of PSH.

- 18 housing credit agencies promote supportive housing with set-asides of credit authority; many of these set-asides have been created or increased in recent years.
- Three housing credit agencies now have a threshold requirement of dedicating 5 to 10 percent of units for permanent supportive housing. Six additional housing credit agencies have more general threshold requirements that promote permanent supportive housing. Louisiana had a threshold requirement from 2008 to 2010 for projects financed with Gulf Opportunity Zone (GO-Zone) tax credits obligating projects to dedicate five percent of all units to permanent supportive housing. The GO-Zone tax credit program ended in 2010 and the Louisiana Housing Finance Agency replaced the prior threshold requirement with scoring incentives. Alaska added a threshold requirement in its 2011 QAP.

CSH urges readers to use this report to promote policies that dedicate financial resources to the development of supportive housing. We trust the report will serve as a useful reference and resource for those seeking to ensure that the housing credit program is effectively addressing the needs of the communities they serve.

We also welcome the opportunity to work with you and your community to consider and adopt housing credit policies that will promote the creation of additional supportive housing.

Deborah De Santis

President and CEO

INTRODUCTION

Housing credit agencies continue to actively promote the vital combination of affordable housing and supportive services tailored to specific resident populations through their administration of the federal Low Income Housing Tax Credit (Housing Credit) program.

As of this writing, virtually every housing credit agency fosters some form of supportive housing development through its housing credit program. Perhaps most significantly, 18 jurisdictions (Alaska, Arizona, California, Connecticut, Florida, Georgia, Illinois, Indiana, Kentucky, Maryland, Michigan, Mississippi, Missouri, Ohio, Puerto Rico, Tennessee, Vermont, Washington) implemented notable new policies or substantially revised policies encouraging supportive housing development since the last comprehensive analysis of state policies two years ago.

For purposes of this report, “supportive housing” refers to permanent housing with attached intensive services targeted to populations with special needs who struggle to retain stable housing without easy access to comprehensive supportive services, including: persons who are currently or formerly homeless; persons with serious, chronic mental health issues; people affected by substance use; people with HIV/AIDS; people with physical or developmental disabilities; ex-offenders; frail elderly; homeless or emancipated youth; victims of domestic violence and other groups that would not be able to live independently and maintain housing without intensive support. Supportive housing residents typically include individuals and families with significant histories of homelessness or other long-term health or social issues. Supportive housing populations typically have incomes below 30 percent of area median income. Although not always the practice, supportive housing is most effective when it features a close coordination of property management activities with the supportive services, which can be delivered through a combination of on-site services and linkages to available community services.

This report describes housing credit agency initiatives that are specifically advancing the development of affordable housing with associated supportive services via the housing credit. The goal is to identify current housing credit agency allocation policies that foster supportive housing development activity. While each housing credit agency may define such housing differently, the policies described in this report are all designed to enhance the connection between affordable housing development and appropriate supportive services, thereby helping low-income residents maintain independent living, achieve greater social and economic self sufficiency, and improve their quality of life.

Several policies described in this report are prevalent enough to be considered best practices. Others, though less universal, are sound policies readily adaptable across the country to ensure the necessary linkage between affordable housing and associated resident services.

CSH hopes the report will draw attention to strong housing credit agencies practices in supportive housing and lead to continued strengthening of housing credit allocation plans to meet local needs.

BACKGROUND ON THE HOUSING CREDIT

The housing credit is one of the most important and successful federal housing programs ever created, responsible for the development of over two million affordable homes for low-income families, seniors, and special needs populations since its enactment in 1986. Among the program's signature strengths is its administration by the housing credit agencies under policies developed in their Qualified Allocation Plan (QAP).

The QAP is a statutorily mandated plan adopted by each housing credit agency that establishes the criteria and preferences for allocating housing credits during the year. Federal regulations require QAPs to give preference to developments serving the lowest income tenants, with the longest periods of affordability, and located in qualified census tracts that contribute to a concerted community revitalization plan.

Agencies have authority to establish other QAP selection criteria including development location, housing needs of a local community, development and sponsor characteristics, tenant populations with special housing needs, tenant populations with children and public housing waiting lists. Housing credit agencies can promote policy objectives in a variety of ways using the QAP. The most common methods are through threshold requirements, set-asides and scoring, as described in the Foreword.

METHODOLOGY

In more than 20 years of allocating the housing credit, housing credit agencies have designed and implemented an array of innovative QAP policies to advance permanent supportive housing.

The primary research for this report involved a comprehensive review of each housing credit agency's 2011 QAP to identify policies specifically encouraging supportive housing.¹ In the course of this review, several relevant policies were identified as universal or nearly universal:

- Statutory requirements to consider special needs populations in allocating Credits
- Statutory priorities for serving the lowest income tenants
- Market study requirements to document need for targeted populations
- Incentives for development proximity to community services
- Incentives for development amenities such as common space

Although there is variation in the degree to which QAPs emphasize such policies, this report focuses on policies that go beyond these criteria and incentives and employ approaches that specifically promote supportive housing. Following an analysis of all available documents, CSH compiled a summary of relevant housing credit agency policies and definitions that begins on page 16. One goal of this research is to identify changes in supportive housing policies among the housing credit agencies. This report is an update to an analysis of 2009 and 2010 policies encouraging supportive housing, and as such, this report identifies notable new policies or significant revisions to policies wherever possible. Additions or changes to housing credit agency policies are also identified in the summary for ease of reference.

This report does not quantify the relative weight of any particular policy in the scope of overall agency scoring – a substantially similar policy provision in several QAP plans may have significantly different weighting in each plan. The intricacy of QAP scoring criteria and selection procedures and the broad discretion in decision making that the housing credit program provides makes such quantification difficult.

In addition, this report does not attempt to measure the extent to which the highlighted policies have actually generated supportive housing developments using the Credit, as such an outcome analysis is beyond the scope of this report.

¹ Nearly all QAPs are available on Housing Credit agency websites. See page 14 of this report for links to all housing credit agency websites, and for additional program information see the website of the National Council of State Housing Agencies at www.ncsha.org.

EXECUTIVE SUMMARY

This Executive Summary is divided into three sections. The first section discusses policy highlights and changes that housing credit agencies made to their QAPs since the last analysis. The second section identifies policy changes implemented in 2011. Finally, the third section offers conclusions regarding the 2011 report.

POLICY HIGHLIGHTS AND CHANGES

QAP policies have undergone many changes that will impact the development of permanent supportive housing. As mentioned in the *Foreword*, two of the ways housing credit agencies encourage the development of supportive housing is to provide credit set-asides or thresholds. The states listed below have elected to implement new or significantly change set-asides or thresholds in 2011:

Alaska added a threshold requirement for all projects with 20 or more units, five percent of the total units (fractional units round down) must be set aside for a “special needs” population that is not required to be served as a condition of the funding source requested. Special needs populations for this section are defined as: households with persons with mental or physical disabilities, the homeless and persons earning less than 30 percent of the median income for their area.

Arizona included a supportive housing set-aside for one permanent supportive housing project for households that are chronically homeless. That project must give preference on 20 percent of the units to veterans. This year Arizona eliminated its scoring incentives, replacing them with the set-aside.

California doubled its set-aside of annual tax credit authority for special needs/single resident occupancy (SRO) projects from two percent in 2010 (\$15,637,640) to four percent (\$32,082,020) in 2011.

Indiana requires a ten percent set-aside for Housing First developments which further the creation of community based housing that targets extremely low income households (less than 30 percent of area median income) with intensive service programs. The Indiana Housing and Community Development Authority defines Housing First as is an innovative approach to engage and rapidly house individuals who are homeless into permanent supportive housing and to provide intensive and flexible services to stabilize and support housing tenure. This set-aside allocation increased from five percent (\$18,000,000) in 2010 to 10 percent (\$20,000,000) in the 2011 QAP. The reason the total amount of the set aside did not increase is that Indiana’s total credit allocation decreased from \$360,000,000 in 2010 to \$200,000,000 in 2011.

Kentucky has a \$1 million set-aside for non-profit organizations, of which it has a new sub-set-aside of \$300,000 for special needs housing projects. To be considered a special needs project, at least 25 percent of the units must be dedicated to households with special needs. Kentucky Housing also created a new set-aside of \$600,000 for Covington HOPE VI projects, which are part of the United States Department of Housing and Urban Development’s Community and Supportive Services (CSS) Program that will help residents transition into self-sufficiency. CSS is an initiative that partners local service providers with public housing developments to offer an array of services to residents.

Missouri created a special needs priority in 2011 allowing the Missouri Housing Development Commission (MHDC) to allocate credits to two special needs projects. This priority will fund two projects: one which dedicates 100 percent

of units to special needs populations and the other which dedicates at least 10 percent of units for special needs populations. Missouri can approve credits for additional applications from the special needs housing priority within the limits of the geographic set-aside.

Ohio increased its allocation for its permanent supportive housing set-aside from \$3 million in 2010 to \$4 million in 2011. In addition, it redefined guidelines for qualifying for this set-aside in 2011. New requirements include that tenants must be extremely low-income (30 percent Area Median Income (AMI) or below); must have a serious and long-term disability; and must be homeless or at-risk of homelessness.

Tennessee doubled its Special Housing Needs Set-Aside to 10 percent (about \$1,000,000) of its total tax credit allocation. Populations that qualify for the 2011 special needs set-aside include people who are homeless and disabled. Projects within this set-aside are required to have special features that help people live at the highest level of independence, which include on-site services.

The following states have added scoring incentives in 2011:

California expanded its scoring incentives for provision of case management, service coordinators and other specific services. Also, California Tax Credit Allocation Committee made these points available for just special needs housing and SRO projects.

Connecticut awards up to five points (out of a possible total of 100) to developments that provide housing for households between 25 percent and 50 percent of AMI. Points are awarded based on the percentage of qualified units that serve such households (maximum points are awarded for projects that dedicate at least 40 percent of units to households within this income bracket). The Connecticut Housing Finance Agency (CHFA) also added a scoring incentive of six points based on documentation of supportive services. CHFA awards maximum points to projects that dedicate more than 20 percent of their total units for supportive housing specifically targeting at-risk or chronically homeless residents. CHFA modified these scoring incentives in 2011 from the 2010 criteria that awarded 10 points to shelter or service providers of supportive services for tenants.

Indiana awards up to eight points (out of a possible total of 200) for providing permanent supportive housing developments that offer services to tenants. While this scoring incentive is not new, the 2011 QAP added criteria requiring submission of a summary about provision of services that includes an annual budget, identification of the role of a services coordinator and a description of how services will meet the tenants' needs. Indiana Housing and Community Development Authority (IHCDA) awards points on a sliding scale depending on the number and intensity of services offered. IHCDA offers maximum points to developments that are Housing First developments.

Michigan awards up to 50 points (out of a possible total of 467) to projects that dedicate units to low-income tenants. The number of points received is based on the number of units dedicated to households at or below 30 percent AMI. Permanent Supportive Housing Projects are eligible for additional points for specified criteria including: projects that dedicate 75 percent or more units to supportive housing (eight points); projects that provide community or supportive service space (one point); projects that have demonstrated in their supportive service plan a commitment to serve chronically homeless and special needs tenants (one to three points); and projects that provide voluntary supportive services to 100 percent of tenants (three points).

Puerto Rico awards 75 points (out of a possible total of 730) to projects dedicating units to tenants with special needs. Sponsors must develop these projects to give priority and to assist special needs households through a written plan included in the sponsor's tax credit application. Special needs households include tenants who are victims of domestic violence, elderly, disabled or HIV/AIDS positive. In previous years this scoring incentive was only 25 points.

Washington allocates up to 35 points (out of a possible total of 203) for dedicating units to households who are homeless. While this scoring incentive is not new, the 2011 QAP expands the definition of what type of units qualify for these points. Points are now awarded under three "Homeless Options" (A, B and C). Washington State Housing Finance Commission awards maximum points under Homeless Option C, which requires that 75 percent of all housing units in the project are supportive housing for the homeless.

QAP POLICY TRENDS

There are a number of industry trends that took place in 2011 that are reflected in QAP policy changes. Specifically, this report focuses on three pertinent trends:

- As states or regions focus on promoting supportive housing, often state and local officials and advocates turn to the QAP to create threshold requirements and set-asides to encourage or enable the development of supportive housing;
- Integrated Supportive Housing continues to become a more popular way to create PSH units; and
- More housing credit agencies now allow supportive housing projects, or developments serving tenants at or below 30 percent AMI, to receive a 130 percent basis boost. Basis boost basically means that projects can receive up to 30 percent more credits.

Increased Set-Asides

CSH performed significant work in both Alaska and Arizona in 2010 assisting communities in those states to create or update their Ten Year Plans to End Homelessness and produce a financial model showing funding and capacity resources available to develop a pipeline of PSH projects. Although these plans and models highlighted the benefits of prioritizing LIHTCs for PSH, CSH did limited or no lobbying of housing credit agencies to modify their QAPs. Yet Alaska and Arizona each adopted a threshold requirement and set-aside, respectively. These changes to each state's QAP shows how natural and achievable it is for state and local officials and advocates to turn to QAPs to financially incentivize or require developers to include PSH in their projects.

Two housing credit agencies, Louisiana Housing Finance Agency (LHFA) and Illinois Housing Development Authority (IHDA), did eliminate their special needs or permanent supportive housing set aside requirements. LHFA ended its set aside as it was linked to GO Zone credits, which are now expired. IHDA felt its set aside was not needed as generally special needs projects score higher than all other project types.

Integrated Housing

CSH refers to projects that have less than 100 percent of units dedicated to permanent supportive housing as Integrated Supportive Housing. Integrated Supportive Housing refers to the strategy of blending or integrating

supportive housing units (designated for single adults, families with children, and/or young adults who have extremely low-incomes, who have disabling conditions, and/or face other significant challenges that place them at on-going risk of homelessness) within developments that also provide affordable (for households with low to moderate income levels, but not necessarily with special needs) and/or market rate housing units.² Integrated models differ from single-purpose models in several ways, including:

- Greater mixing of tenant populations
- Accessing mainstream affordable housing financing
- New Project sponsors and partnerships
- New approaches to service delivery

There has been growing discussion around using threshold requirements and scoring incentives to promote this integrated housing model for projects dedicating 5 to 25 percent of units for PSH. Three housing credit agencies (Alaska, Michigan and North Carolina) have threshold requirements obligating all projects to dedicate 5 to 10 percent of units to permanent supportive housing or housing for people with disabilities.

Twenty-two housing credit agencies have scoring incentives or set-asides awarding points for dedicating 24 percent or less of units for PSH. All but one of these agencies (Arizona) also have scoring incentives or set-asides that also promote projects at other mix levels. These numbers indicate that housing credit agencies recognize the benefits of a variety of development models and are looking to provide tenants, developers and service providers with an array of project options.

Basis Boost

In 2009 the Internal Revenue Service (IRS) loosened its requirements on which criteria housing credit agencies can use to give basis boost to specific projects. Since then six agencies adopted policies that give basis boost to either permanent supportive housing projects or projects dedicating units to very low-income tenants. Basis boost allows projects to receive up to 30 percent more credits. With more credits to sell to investors, projects earn more equity. This additional funding is quite valuable to supportive housing projects that often have higher development costs, especially as it does not require significant additional staff time or legal fees to earn. Allowing supportive housing projects to qualify for basis boost is an effective, efficient way for housing credit agencies to promote and enable the development of supportive housing.

CONCLUSION

² Integrated Supportive Housing has many similarities to scattered-site supportive housing projects, which provide housing opportunities in dispersed settings, including single-family houses, within duplexes or small complexes, or units within larger apartment building. Scattered-site units are often secured through tenant-based subsidies, master-leasing of units, or negotiation of set-asides within existing developments. Integrated units are usually designated for use as supportive housing at the time of the project's development and funders include requirements that the units continue to serve that purpose for the long term.

This report documents that housing credit agencies continue to actively encourage supportive housing development with the housing credit program. By creating or expanding set-asides, promoting integrated supportive housing, and giving basis boost, housing credit agencies ensure housing credit-financed developments offer supportive services tailored to specific resident populations thus helping very low-income residents with disabilities achieve greater social and economic self-sufficiency and an enhanced quality of life.

As the tax-credit market has become more competitive in recent years, many investors and syndicators have asked questions about the relative risk and profitability of permanent supportive housing projects compared with affordable housing projects. Are PSH projects stable over time? Do they produce adequate returns?

Enterprise Community Partners, Inc. (Enterprise) and the Corporation for Supportive Housing (CSH) jointly conducted an operating cost study to help address these questions in more detail. CSH analyzed the annual revenue, expenses and cash flow of each project by line item and the three-year average of revenue, expenses and cash flow for all of the projects. In addition, CSH conducted interviews with representatives from all 10 supportive housing projects to further examine how the programmatic design and management of these projects impacted the operating results. CSH also asked the interviewees to identify factors that they believe contribute to the long-term success or failure of supportive housing projects.

This survey provides powerful evidence that supportive housing is a safe investment despite somewhat lower revenues and higher operating expenses compared to affordable housing projects. The primary reason is that these projects have strong cash flow due to significantly lower debt service obligations which more than balance out the lower revenues and higher operating expenses. A strong service partnership is crucial to maximizing housing stability, which in turn leads to increased rental income and reduced repair and maintenance expenses. For a full description of this study and results, see [Permanent Supportive Housing: An Operating Cost Analysis](#).

Finally, as reported in our [Housing Credit Policies in 2009 that Promote Supportive Housing](#), tracking over time how many supportive housing units are created each year using tax credits continues to be a challenge. Although asset management departments within housing credit agencies would have this information, CSH has had limited success gathering lists of supportive housing projects, especially for previous years. Knowing which projects and how many units of supportive housing tax credits fund in which years would greatly increase the ability to track the impact of set-asides and scoring incentives.

HOUSING CREDIT AGENCY WEBSITES

Nearly all qualified allocation plans are available on the website for the housing credit allocating agency. For additional housing credit program information, see the National Council of State Housing Agencies website at <http://www.ncsha.org/>.

Alabama:	http://www.ahfa.com/	Montana:	http://housing.state.mt.us/
Alaska:	http://www.ahfc.state.ak.us/	Nebraska:	http://www.nifa.org/
Arizona:	http://www.housingaz.com/	Nevada:	http://www.nvhousing.state.nv.us/
Arkansas:	http://www.state.ar.us/adfa/	New Hampshire:	http://www.nnhfa.org/
California:	http://www.treasurer.ca.gov/CTCAC	New Jersey:	http://www.nj-hmfa.com/
Colorado:	http://www.colohfa.org/	New Mexico:	http://www.housingnm.org/
Connecticut:	http://www.chfa.org/	New York:	http://www.dhcr.state.ny.us/
Delaware:	http://www.destatehousing.com/	North Carolina:	http://www.nchfa.com/
District of Columbia:	http://www.dhcd.dc.gov/	North Dakota:	http://www.ndhfa.org/
Florida:	http://www.floridahousing.org/home/	Ohio:	http://www.ohiohome.org/
Georgia:	http://www.dca.state.ga.us/	Oklahoma:	http://www.ohfa.org/
Hawaii:	http://www.hcdch.hawaii.gov/	Oregon:	http://www.ohcs.oregon.gov/
Idaho:	http://www.ihfa.org/	Pennsylvania:	http://www.phfa.org/
Illinois:	http://www.ihda.org/	Puerto Rico:	http://www.gdb-pur.com/
City of Chicago:	http://egov.cityofchicago.org	Rhode Island:	http://www.rihousing.com/
Indiana:	http://www.in.gov/ihfa/	South Carolina:	http://www.sha.state.sc.us/
Iowa:	http://www.ifahome.com/	South Dakota:	http://www.sdhda.org/
Kansas:	http://www.kshousingcorp.org/	Tennessee:	http://www.state.tn.us/thda/
Kentucky:	http://www.kyhousing.org/	Texas:	http://www.tdhca.state.tx.us/
Louisiana:	http://www.lhfa.state.la.us/	Utah:	http://www.utahhousingcorp.org/

Maine: <http://www.mainehousing.org/>

Maryland: <http://www.dhcd.state.md.us/>

Massachusetts: <http://www.mass.gov/dhcd/>

Michigan: <http://www.michigan.gov/mshda>

Minnesota: <http://www.mhfa.state.mn.us/>

Mississippi: <http://www.mshomecorp.com/>

Missouri: <http://www.mhdc.com/>

Vermont: <http://www.vhfa.org/>

Virgin
Islands: <http://www.vihfa.gov/>

Virginia: <http://www.vhda.com/>

Washington: <http://www.wshfc.org/>

West Virginia: <http://www.wvhdf.com/>

Wisconsin: <http://www.wheda.com/>

Wyoming: <http://www.wyomingcda.com/>

Summary of 2011 Low Income Housing Tax Credit Policies Encouraging Permanent Supportive Housing

Note One: CSH pulled the text below from each housing credit agencies' QAPs, selecting excerpts that specifically address policies and scoring for supportive housing projects.

Note Two: Criteria that are new or revised since 2010 are marked in **bold**.

Alabama (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to five points (one point each) to applicants that provide services and/or activities for the tenants free of charge. Eligible services include computer training, tutoring assistance, after-school programs, financial services, fire safety, arts and crafts, CPR classes, and others. To qualify for points, the project owner must pay for the service, provide a place for the service, or provide transportation to the service, and must submit Tenant Service forms signed by service providers.

Other Policies

None

Developer Experience

A maximum of 10 points will be given to owners who have previous successful experience in the development of multifamily housing or applicants who have sound experience as managing agents of low-income housing. The amount of points will depend on the amount of units or projects (e.g., 1000+ units or 10+ projects receives all 10 points or 100-199 units or one project receives one point).

Alaska (2011 GOAL Program Rating and Award Criteria Plan/QAP)

The Alaska Housing Finance Corporation publishes their Qualified Allocation Plan as part of the Greater Opportunities for Affordable Living (GOAL) Program's Rating and Award Criteria Plan. The GOAL program includes Low-Income Housing Tax Credits, HOME Investment Partnerships Program (HOME), and Senior Citizens Housing Development Fund (SCHDF). Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with threshold requirements and potential competitive scoring advantages.

Threshold Criteria

For all projects with 20 or more units, five percent of total units (fractional units round down) must be set aside for a "special needs" population that is not required to be served as a condition of the funding source requested. Special needs populations for this section are defined as: households with persons with mental or physical disabilities, the homeless and persons earning less than 30 percent of the median income for their area. (Note: New to 2010 Plan)

All projects with five or more units must provide a minimum of five percent of the total unit count (fractional units rounded up), specifically equipped for persons with physical disabilities. All projects with five or more units must provide a minimum of two percent of the total unit count (fractional units rounded up), equipped for persons with sensory impairments. Separate units must satisfy these threshold conditions. Consequently, in a six-unit project at least one unit will need to be equipped for physical disabilities and a separate unit will also need to be equipped for persons with sensory impairments.

Set-Asides

None.

Scoring Incentives

QAP awards up to **five points** for provision of units equipped for persons with physical disabilities. Points are based on the number of units equipped in excess of the **minimum threshold requirement for GOAL program funding** and that exceed the minimum number required by federal Fair Housing law, state or local law, or specific program requirements.

QAP awards three points for service-enriched housing, which incorporates substantive social services, which are appropriate to the tenant population, on an ongoing basis. Points are only available if households with physical and/or mental disabilities or homeless persons will be served by the proposed project. (Note: New to 2010 Plan)

QAP awards up to 10 points to projects that serve the lowest income tenants. Points will be awarded for targeting up to 50 percent of the project's households at or below 50 percent of the area median gross income (AMGI) beyond the level required by the most restrictive funding source in the project budget. Points can be gained in this category by either one) adding additional set-aside units at or below 50 percent AMGI, and/or 2) converting already required 50 percent AMGI set-asides into 30 percent AMGI units. (Note: New to

2010 Plan)

QAP awards **five points** to projects that serve special needs projects committing additional units (up to 50 percent of the project) to special needs populations above those commitments already required by their funding sources and the GOAL program.

QAP awards **three points** to projects giving a preference to homeless families or individuals in the tenant selection process.

QAP awards eight points for a Project Mix. For projects that are located in a census tract where 51 percent or more of the households have income greater than the Area Median Gross Income, projects receive the maximum eight points if they commit 100 percent of their units to low-income tenants. Projects receive six points for 90 percent low-income units; four points for 80 percent low-income units; and two points for 70 percent low-income units. Projects located in a census tract where at least 20 percent of the households have income less than 30 percent of the Area Median Gross Income, receive the maximum eight points if they commit 80 percent of all units to be above market-rate units. Projects receive seven points if 60 percent of units are above market rate; six points if 40 percent of units are above market rate; and five points if 20 percent of units are above market rate. (Note: Project Mix criteria added in 2010 GOAL Plan; Maximum points were increased from five to eight in 2011 GOAL Plan)

QAP awards up to 10 points to applicants committing to operate a job-training program targeting low- and moderate-income families during project construction. Applicants must provide letters of financial commitment for program operation, and signed memoranda of agreement among the project owner, the contractor, the training organization, and any other parties involved. Trainees must be prepared for meaningful employment opportunities upon program completion.

Other Policies

A “Special Needs” person or family consists of one or more of the following:

- Persons with a mental or physical disability;
- Persons/families whose annual income does not exceed 30 percent of the area median income, as determined by HUD, adjusted for family size.
- Homeless persons (may include persons “overcrowded” as defined by AHFC)

Developer Experience

Developers must have a minimum of three years of successful development experience. Two years of this experience must involve projects using the requested sources. (Note: New to 2010 Plan)

(Note: 2010 Plan eliminated scoring incentives for developer experience, but added threshold criteria.)

Arizona (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle, or, if qualified, within the set-aside category described below.

Threshold Criteria

None.

Set-Asides

The Arizona Department of Housing (ADOH) has a supportive housing set-aside for one permanent supportive housing project for the chronically homeless. Twenty percent of the units must be set-aside with a preference for veterans.

Projects applying for the permanent supportive housing set-aside project are expected to have a Housing First model which centers on providing chronically homeless people with housing quickly and then providing supportive services that target the specific needs of the individual. Services provided through permanent supportive housing can include, but are not limited to, health care, substance abuse treatment, mental health treatment, employment counseling, connections with mainstream benefits like Medicaid and others. Projects applying for this set-aside must have the following requirements:

- Documented support from the project's municipality.
- Proof of adequate financial support. Residents of a Housing First project are charged 30 percent of their income, if any, for rent. Therefore, adequate financial support must be demonstrated. In most cases this would require vouchers.
- Supportive Services Provider must demonstrate proven capacity and experience to serve the chronically homeless.
- Project must meet architectural requirements of the Housing First model such as, a secured single point of entry to the building, community room spaces and offices for supportive services commensurate to the number of units, etc.
- Veteran's preference must include a commitment to make available case management services to address the bio-psycho-social needs of tenants, including connection to veteran-specific services and resources as part of its service plan. Developments with project-based HUD VASH vouchers will be considered as having met this standard.

(New to 2011 QAP)

Scoring Incentives

None.

Other Policies

Permanent Supportive Housing means affordable permanent independent rental housing for persons who are homeless or have disabilities. These populations are limited, however, to the following groups: homeless individuals; seriously mentally ill; seriously emotionally disturbed; physically disabled; developmental disabled persons; victims of AIDS/HIV; victims of domestic violence; and individuals suffering from chronic substance abuse. Supportive services are provided to residents of supportive housing on an as-needed basis for as long as they are needed, with the purpose of helping residents achieve maximum possible self-sufficiency and maintain their permanent housing. Supportive services may be provided directly by the owner or through coordination with existing service agencies and may be delivered through a combination of both on- and off-site service delivery mechanism, with the provision that an on-site service coordination capacity must be maintained. (New to 2011 QAP)

Developer Experience

QAP awards **10 points** for developers with experience in at least five tax credit projects. **QAP also awards eight, six, four, and two points for developers who have completed four, three, two, and one tax credit project(s) respectively. (New to 2011 QAP)**

Arkansas (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to 13 points for development of special needs housing, including SRO, transitional housing for the homeless and supportive housing for disabled persons (see requirements below). Points depend on percentage of units targeted to special needs populations.

QAP awards up to five points to developments if support services are provided by tax-exempt organizations. To receive points, an authorized official of each tax-exempt organization involved must provide a signed acknowledgement of participation describing the supportive services offered. The acknowledgement shall state that the organization's charter or by-laws authorize the service(s) to be provided; describe how the services provided are

appropriate for the development's tenants; state that the services will be provided at no cost to tenants; and state that the services will be provided at least quarterly at the development site. Also, the applicant must submit a statement that provides the following: (i) quarterly notice of the proposed services will be provided to the tenants; (ii) a verification of the provision of the services; and (iii) a copy of the Articles of Incorporation/Charter and By-Laws of the service provider.

QAP awards three bonus points to developments serving the lowest income group possible. Special priority is given to developments with units for households with 30 percent or less of AMI. The number of units must be at least five percent of total units.

Other Policies

To earn points for supporting housing for disabled persons, applicant shall submit a statement: (a) describing the design and construction of the development that will meet the needs of the disabled population served; (b) describing the on-site support services that will meet the needs of the disabled population served; (c) indicating the supportive services will be optional to the disabled population served. Also, the proposed service provider will submit a statement describing: (a) the disabled population to be served; (b) the needs of the disabled population to be served; and (c) the service, with the frequency of its provision, to be provided to the disabled population to be served.

Any market study submitted in support of an application for housing intended for the use of person with disabilities must address the housing needs of the targeted disabled population in the primary market area. The applicant must also include a marketing plan specifically designed to reach the proposed targeted disabled population.

Developer Experience

Each development team member shall submit a cover letter describing its participation in the development along with a copy of its resume listing qualifications, experience, previous experience with the low-income housing tax credit program, address and telephone number. The General Contractor/Builder, Architect, and Engineer must be licensed to conduct business in Arkansas. If the applicant does not have the minimum required experience, a consultant or developer with the minimum required experience shall be a member of the development team. The consultant or developer's participation letter, resume and summary page specifically describing its role in the development shall be included.

"Minimum required experience" is met when either the applicant, consultant, or developer held that position on a previous development that received a reservation of Housing Credits from ADFA and whose owner was issued IRS Form 8609(s).

Capacity Standard: It is within ADFA's sole discretion to evaluate the capacity of any development team member to undertake performance on any development. A determination by ADFA that any development team member does not have the capacity to undertake performance on any development may result in a disqualification of the application.

California (2011 QAP)

Supportive housing developments are an eligible use of the Credit. To qualify for Credits, applicants must select and compete in one of the following categories: Large Family; Single Room Occupancy; At-Risk; Special Needs; or Seniors. If qualified, such projects may compete on a priority basis for available nonprofit set-aside Credits or within a special needs/SRO set-aside. In addition, such projects have potential competitive scoring advantages.

Threshold Criteria

None.

Set-Asides

QAP makes nonprofit set-aside (10 percent of the Federal Credit Ceiling) Credits in each funding round available as a first-priority to projects providing housing to homeless households. First priority under this provision is for projects with committed McKinney Act or State Supportive Housing Program funding. Second priority is for projects with rental or operating assistance funding commitments from federal, state, or local governmental funding sources. The rental assistance must be sponsor-based or project-based and the remaining term of the project-based assistance contract shall be no less than one year and shall apply to no less than 50 percent of proposed units.

Third priority is for other qualified homeless apportionment projects. To compete as a homeless assistance project, at least 50 percent of the units within the project must house households moving from an emergency shelter, moving from transitional housing, or currently homeless.

QAP includes a special needs/SRO set-aside in the amount of **four percent of the federal Credit ceiling** for the calendar year. Any proposed homeless assistance project that applies and is eligible under the nonprofit set-aside but is not funded is eligible for consideration under this special needs/SRO set-aside. **(Note: Allocation amount increased from two to four percent in 2011)**

To be eligible for Credits, all applicants must select and compete in one of five categories (large family, seniors, single room occupancy, special needs, and at-risk). The agency will attempt to fund Credit awards in each funding round in the approximate following percentages: 65 percent Large Family, 15 percent Single Room Occupancy, five percent "At-Risk", 15 percent Special Needs, and 15 percent Seniors.

Scoring Incentives

QAP awards 10 points to single room occupancy and special needs.

QAP awards up to 50 points to developments targeting units at 30 percent AMI level. Points are based on the percentage of income targeted units to total Housing Credit units, ranging from 15 points (for 10 percent targeted units) to 50 points (for 80 percent targeted units).

QAP awards an additional two points to developments that agree to have at least 10 percent of units available for tenants with incomes no greater than 30 percent of AML, and to restrict the rents on those units accordingly.

QAP awards 10 points for projects that provide high-quality services designed to improve the quality of life for tenants. Services must be appropriate to meet the needs of the tenant population served and designed to generate positive changes in the lives of tenants, such as by increasing tenant knowledge of and access to available services, helping tenants maintain stability and prevent eviction, building life skills, increasing household income and assets, increasing health and well being, or improving the educational success of children and youth. Physical space for service amenities must be available when the development is placed-in service, with noted exceptions. Service space must be located inside the project and provide sufficient square footage, accessibility and privacy to accommodate the proposed services. The amenities must be available within six months of the project's placed-in-service date. Services must be committed for 10 years.

All services must be of a regular and ongoing nature and provided to tenants free of charge (except for day care services or any charges required by law). Services must be provided on-site except that projects may use off-site services within 1/2 mile of the development provided that they have a written agreement with the service provider enabling the development's tenants to use the services free of charge (except for day care and any charges required by law) and that demonstrate that provision of on-site services would be duplicative. All organizations providing services for which the project is claiming service amenities points must have at least 24 months experience providing services to one of the target populations.

For Special Needs and SRO projects, amenities may include, but are not limited to:

- **Service Coordinator or Other Services Specialist:** Service coordinator responsibilities shall include, but are not limited to: (a) providing tenants with information about available services in the community, (b) assisting tenants to access services through referral and advocacy, and (c) organizing community-building and/or other enrichment activities for tenants (such as holiday events, tenant council, etc.). Other services specialist must provide individualized assistance, counseling and/or advocacy to tenants, such as to assist them to access education, secure employment, secure benefits, gain skills or improve health and wellness. Includes, but is not limited to: Vocational/Employment Counselor, ADL or Supported Living Specialist, Substance Abuse or Mental Health Counselor, Peer Counselor, Domestic Violence Counselor.
 - Ratio of one FTE service coordinator or specialist to 360 bedrooms: five points
 - Ratio of one FTE service coordinator or specialist to 600 bedrooms: three points
- **Case Manager:** Responsibilities must include (but are not limited to) working with tenants to develop and implement an individualized service plan, goal plan or independent living plan.
 - Ratio of one FTE case manager to 100 bedrooms: five points
 - Ratio of one FTE case manager to 160 bedrooms: three points
- **Adult educational, health and wellness, or skill building classes:** Includes, but is not limited to: Financial literacy, computer training, home-buyer education, GED classes, and resume building classes, ESL,

nutrition class, exercise class, health information/awareness, art class, parenting class, on-site food cultivation and preparation classes, and smoking cessation classes.

- **84 hours of instruction per year (42 for small developments): five points**
- **60 hours of instruction per year (30 for small developments): three points**
- **36 hours of instruction per year (18 for small developments): two points**
- **Licensed childcare: Shall be available 20 hours or more per week, Monday through Friday, to residents of the development. (Only for large family projects or other projects in which at least 30 percent of units are three bedrooms or larger).**
 - **Five points**
- **After school program for school age children: Includes, but is not limited to tutoring, mentoring, homework club, art and recreational activities. (Only for large family projects or other projects in which at least 30 percent of units are three bedrooms or larger).**
 - **10 hours per week, offered weekdays throughout school year: five points**
 - **6 hours per week, offered weekdays throughout school year: three points**
 - **4 hours per week, offered weekdays throughout school year: two points**

(Note: Regulations expanded in 2011 QAP and made specific to Special Needs/SRO projects)

QAP awards three points for Special Needs/SRO development if the site is located within half mile of a facility that operates to serve the population living in the development. QAP awards two points if the facility is located within one mile of the special needs or SRO development.

Other Policies

Upon construction completion, applicants must submit a detailed description of services currently provided to tenants including copies of contracts for such services, or if services are not available at the time of submission, a description of the proposed services and timetable for provision. To be considered single room occupancy (SRO) housing, developments must meet additional threshold requirements including average income no more than 40 percent of AMI, numerous design requirements, and a condition that a public agency provide direct or indirect long-term financial support for at least 15 percent of total project development costs, or owner's equity (including syndication proceeds) must constitute at least 30 percent of total project development costs. Such projects must submit a signed contract or memorandum of understanding between the developer and service provider, plus a summary of the experience of the developer and service provider in providing for the targeted population

To be considered special needs housing, at least 50 percent of the units in a development must serve populations that are developmentally disabled, survivors of physical abuse, homeless, displaced teenage parents (or expectant teenage parents), chronically ill (including HIV and mental illness), or have another special need determined by the Executive Director to meet the intent of this housing type. . In the case of a development that is less than 75 percent special needs, the non-special needs units must meet another housing type (for example, large family), although the project will be considered as a special needs project for purposes of Section 10325.

Such developments must meet additional threshold criteria including design requirements, average income no more than 40 percent of AMI, and a requirement that a public agency must provide direct or indirect long-term financial support for at least 15 percent of total project development costs, or owner's equity (including syndication proceeds) must constitute at least 30 percent of total project development costs. Additional threshold requirements include third party verification from a federal, state or local agency of the availability of services appropriate to the targeted population; and submission of a preliminary service plan that specifically identifies the services to be provided to the special needs population. Such projects must submit a signed contract or memorandum of understanding between the developer and service provider, plus a summary of the experience of the developer and service provider in providing for the targeted population. Where services are required as a condition of occupancy, special attention will be paid to the assessment of service costs as related to maximum allowable rents.

Agency allows operating reserve amounts in excess of industry norms for developments in the nonprofit set-aside homeless assistance apportionment, plus SRO and special needs projects. Agency allows a two percent increase in the unadjusted eligible basis for developments in which 100 percent of the units are targeted to special needs populations.

Documentation must be provided for each category of services for which the applicant is claiming service amenities points and must state the name and address of the organization or entity that will provide the services; describe the services to be provided; state the annual dollar value of the services; commit that services will be provided for a period of at least one (1) year; commit that services will be available to tenants of the project free of charge (except for child care services or other charges required by law); name the project to which the services are being committed. Organizations providing in-kind or donated service must estimate the value of those services. Volunteer time may be valued at \$10 per hour.

Documentation shall take the form of a contract for services, Memorandum of Understanding (MOU), or commitment letter on agency letterhead. For projects claiming points for items one, two or three, a position description must be provided. Services delivered by the on-site Property Manager or other property management staff will not be eligible for points under any category (items one through 12).

Applications must include a services sources and uses budget clearly describing all anticipated income and expenses associated with the services program and that aligns with the services commitments provided (i.e. contracts, MOUs, letters, etc.). If project operating income would fund service amenities, the application's Service Amenities Sources and Uses Budget must be consistent with the application's Annual Residential Operating Expenses chart. Services costs contained in the project operating budget are not to be counted toward meeting CTCAC's minimum operating expenses required by Section 10327(g)(1).

All organizations providing services for which the project is claiming points must document that they have at least 24

months of experience providing services to the project's target population. Experience of individuals may not be substituted for organizational experience. Evidence that adequate physical space for services will be provided must be documented within the application.

Developer Experience

General Partner Experience: To receive points under this subsection for projects in existence for over three years, the applicant must submit a certification from a certified public accountant that the projects for which it is requesting points have maintained a positive operating cash flow, from typical residential income alone (e.g. rents, rental subsidies, late fees, forfeited deposits, etc.) for the year in which each development's last financial statement has been prepared (which must be effective no more than one year prior to the application deadline) and have funded reserves in accordance with the partnership agreement and any applicable loan documents. To obtain points for projects previously owned by the proposed general partner, a similar certification must be submitted with respect to the last full year of ownership by the proposed general partner, along with verification of the number of years that the project was owned by that general partner. This certification must list the specific projects for which the points are being requested. The certification of the certified public accountant may be in the form of an agreed upon procedure report that includes funded reserves as of the report date, which shall be dated within 60 days of the application deadline. Where there is more than one general partner, experience points may not be aggregated; rather, points will be awarded based on the highest points for which one general partner is eligible.

One to two projects in service under three years, one point/over three years, two points

Three to six projects in service under three years, three points/over three years, four points

Seven or more projects in service under three years, five points/over three years, six points

Projects applying through the Nonprofit set-aside or Special Needs set-aside only, points are available for special needs housing type projects only as follows:

- **Two projects in service under three years, one point/over three years, two points**
- **Three projects in service under three years, three points/over three years, four points**
- **Four or more projects in service under three years, five points/over three years, six points**

(Note: New to 2011 regulations)

Colorado (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to 15 points for targeting units at 30 percent of AMI or below. Points are based on the percentage of units targeted at the 30 percent AMI level.

QAP awards eight points to developments that set aside at least 33 percent of units for the homeless or supportive housing for non-elderly special needs tenants. Units must be held available and rented only to these populations, although the minimum set-aside of 33 percent may be waived if any state regulations restrict the number of special needs units in a development. To receive points, applicant must provide evidence of a client source (e.g. letters from referring agencies, marketing plans, etc.).

Other Policies

As a guiding principle CHFA determines how and where to allocate the credit based on providing a reasonable and equitable distribution of affordable housing projects throughout the state (both in regard to the number of units and the populations served, including family, elderly, and special needs).

Developers of housing for the homeless must have at least five years experience in the development and management of housing for the homeless. In addition, developments providing housing for the homeless must provide a range of supportive services to the residents, at no cost to the residents, in order to receive additional points for serving the 30 percent AMI level. Supportive services might include, but are not limited to, case management, job training and/or placement, continuing education, transportation, childcare and health care. These services must be provided by a service provider(s) with a minimum of three years experience in the related field of service provision.

Homeless developments serving tenants at or below 30 percent of AMI are eligible for a five percent increase in developer fee. The increase in equity provided by the additional annual Credit must be committed to provide supportive services or a rental subsidy for such tenants. Evidence of the commitment must be provided with the application and such commitments will be reflected in the Land Use Restriction Agreement. A minimum of 15 percent of total units in the development must be at or below the 30 percent AMI level.

Developer Experience

Criteria for Approval – Experience with the development and management of multifamily rental properties. CHFA will evaluate experience in terms of the quality of the development and management experience, including the overall financial strength of the developer's current portfolio, the number of successful projects, compliance with any applicable regulatory requirements, and property management track record.

Threshold: Project Team Experience - The developer must provide evidence that the developer has multifamily rental housing development experience and that the management company, the consultant (if any), the legal firm, and the accounting firm engaged by the applicant have experience with LIHTC projects. Resumes must be provided. In addition, the management company must have experience related to population specific projects (i.e., independent senior, homeless, etc.). If the developer has no LIHTC experience, using a consultant with LIHTC experience is recommended.

Connecticut (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria

None.

Set-Asides

None.

Scoring Incentives

QAP awards up to **five points** to developments that provide housing for households below 25 percent of AMI throughout the extended use period. Points are awarded based on the percentage of qualified units that serve such households (maximum points awarded for projects that set aside at least 25 percent of units). **(Note: Maximum number of points reduced from 10 to 5 points in 2011 QAP)**

QAP awards up to five points to developments that provide housing for households between 25 percent and 50 percent of AMI. Points are awarded based on the percentage of qualified units that serve such

households (maximum points are awarded for projects that set aside at least 40 percent of units). (Note: New to 2011 QAP)

QAP awards **one or two points** each for the provision of specified resident services including: on-site education opportunities for residents (i.e. GED program, parenting classes, etc.); or on-site daycare facility with state-certified, full-time staff. Services must be evidenced in the operating budget or by a contract for services with a third party highlighting funding source and number of years of service. **(Note: Change in number of points in 2011 QAP)**

QAP awards five points to developments for the provision of on-site resident services coordinator, working a minimum of 20 hours per week. This must be evidenced in the operating budget or by a contract for services with a third party highlighting funding source and number of years of service.

QAP awards one point to developments for provision of door-to-door transportation (which may include community transportation services that stop at the complex) to nearby shopping centers/areas of employment, as evidenced by owner certification.

QAP awards up to six points based on documentation of supportive services as defined in the Supportive Housing Quality Assurance Monitoring Program Guidelines of the LIHTC application. Maximum points are awarded to projects that set aside more than 20 percent of the total units for supportive housing specifically targeting at-risk or chronically homeless residents. Three points are awarded to projects that set-aside 20 percent or more of units for general supportive housing. One point is awarded for projects that set aside between 10 and 20 percent of units for supportive housing. These projects can receive two points if they specifically target at-risk or chronically homeless residents. Funding for supportive services must be separate from property operations and documentation must be submitted evidencing funding commitments. If rental subsidy funding becomes unavailable, the designated supportive housing units may revert to 50 or 60 percent AMI units as stated in the ELIHC until new rental subsidy funding becomes available.

Points will be awarded based on the percentage of total units designated as supportive housing. Units designated for at-risk or chronically homeless, as defined in the guidelines, earn more points. Documentation on the Homeless Verification Form attached to the LIHTC application must be provided.

(Note: Modified from 2010 QAP which awarded up to 10 points for shelter or service providers that provided supportive services for tenants)

Other Policies

QAP has allocation priorities, which include supportive housing. More specifically, it is a priority to create and provide permanent supportive housing for those at risk of homelessness or the chronically homeless.

The Plan for allocating Credits in the State supports the needs and priorities as defined in the current State of Connecticut Consolidated Plan for Housing and Community Development (“ConPlan”). ConPlan outlines affordable housing development objectives, including one to prevent and reduce chronic homelessness.

(Note: New to 2011 QAP)

Agency assigns all applications meeting threshold requirements to an Allocation Priority Class. Within each class, each application is evaluated, rated and ranked against other applications in its class. Within the competitive round there are two classifications: Public Housing Classification and General Classification. The nine percent round is for Public and General Classifications only, consideration for a third classification, an Exception Priority Classification, will be given at times other than during a round. An Exceptional Priorities Classification includes projects that provide extraordinary public benefit including but not limited to development or redevelopment initiatives that demonstrate a high priority for special needs populations, meet a particular local housing, development, or redevelopment objective identified and supported by State law and demonstrates significant public benefits and priority due to a substantial specific commitment of federal or State funding or resources. If approved prior to the current year's nine percent round, Exceptional Priorities may receive an award from the subsequent year's Credit availability, subject to Credit limitations. If approved after the current year's nine percent round, Exceptional Priorities may receive an award from a future year's Credit availability. Awards exceeding Credit limitations may be allocated from multiple years.

Developer Experience

None

Delaware (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle or, if qualified, within the permanent supportive housing set-aside. In addition, such projects have potential competitive scoring advantages.

Threshold Criteria

None.

Set-Asides

QAP includes a \$250,000 set-aside to encourage development of permanent supportive housing units for the chronically homeless. Such an individual is defined as an unaccompanied adult with income less than 30 percent of AMI who suffers from one or more disabling conditions (diagnosable substance abuse disorder, serious mental illness, developmental disability, or chronic physical illness or disability) which limit his/her ability to perform activities of daily living. Funding priority is for individuals currently homeless, residing in an institution, or living in substandard or overcrowded conditions. Developments must include contracts and/or commitment letters for project based housing assistance payments and/or rental assistance (either from federal, state, or sponsor-funded resources) for the duration of the affordability period. In addition, on-site services must be documented through contracts and/or commitment letters for the affordability period. See additional requirements under Other Policies below.

Scoring Incentives

QAP awards up to five points to developments making units affordable and available to individuals and families meeting the Families in Poverty definition (those with incomes ranging from **\$10,830** for one person up to **\$22,050** for four persons). Points are based on the percentage of units affordable at this level: one point for 10 percent of units, three points for 20 percent of units, and five points for 30 percent of units. **(Note: Families in Poverty numbers are updated for amounts in 2011 QAP.)**

QAP awards five points to developments that provide permanent housing for persons with special needs (HIV/AIDS related illness, homelessness, mental illness, physical disability, mental retardation/developmental disability, or migrant and seasonal farm worker). To qualify for points in this category, 100 percent of the property must be made available for the special needs population. Additionally, a minimum of three services specifically addressing the needs of the identified group must be provided free of charge to the residents. Documentation of services and service funding must be provided.

QAP awards up to three points for the provision of social services, recognizing them as an integral part of any development to improve the quality of life of the residents of the development. Services must be affordable, appropriate, available and accessible to the development's tenants. Services must be provided on site and should be actively linked to the residents and not simply provided to the community at large. To qualify for points, sponsors must submit a Support Services Plan that includes the following: qualifications of the social service organizations that will be utilized at the property, including their history, capacity and experience; a program description including the details and goals of the programs for the residents; and contracts or commitment letters from each social service provider. Examples of services include parenting programs, literacy programs, day care, job training, nutritional services, transportation, financial literacy and counseling.

Other Policies

Housing developed under the permanent supportive housing set-aside must have staffing 24 hours a day, 365 days a year. In addition, the application must demonstrate that on-site services will be provided to residents and should address, at minimum:

- The type of services to be provided and strength of commitment to provide services for the duration of the affordability period;
- The anticipated sources of funding for such services and clear identification of how services will be funded and maintained during the affordability period;
- The physical space that will be used to provide such services; and
- How the sponsor or supportive services provider meets the needs of the intended population and their experience in providing services to the targeted population.

Developer Experience

QAP awards up to six points based on the demonstrated relevant experience and qualifications of the developer and management entity. All team members must be disclosed at time of application. The members of the team, in addition to the developer and management entity, include the applicant/owner, co-developer, consultant, owner, general contractor, architect, surveyor, real estate and tax counsel. Members of the development and management team must demonstrate experience in the satisfactory development of affordable housing, experience in the management of affordable housing and must have the financial capacity to carry the development through to completion. DSHA reserves the right to determine “satisfactory” development experience.

District of Columbia (2009 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria

None.

Set-Asides

District of Columbia Department of Housing and Community Development (DHCD) has three set-asides: non-profit set aside (10 percent), special needs (up to 75 percent), and Director’s Special Initiative Programs (up to 25 percent).

Scoring Incentives

DHCD awards up to 20 points if the development provides services for individuals with special needs. Services may include wrap-around services for activities of daily living, substance abuse counseling, mentoring programs, access to primary healthcare, educational programs, or job training and search service. The service plan must be submitted with the application. Points will be awarded based on how comprehensive, feasible, and appropriate for the population the services are. Two points will be given for each service for a total of 20 points.

Points will be given for the percentage of units dedicated to seniors or special needs consumers:

- More than 30 percent of the units: 10 points
- 20 to 30 percent of the units: 8 points

- 10 to 19 percent of the units: 6 points
- 5 to 9 percent of the units: 4 Points
- 1 to 4 percent of the units: 2 Points

DHCD awards 20 points to any non-elderly development in which the greater of five (5) units or ten percent (10 percent) of the units (i) provide federal project-based rent subsidies or equivalent assistance in order to ensure occupancy by extremely low-income persons; (ii) conform to HUD regulations interpreting the accessibility requirements of Section 504 of the Rehabilitation Act; and (iii) are actively marketed to people with special needs in accordance with a plan submitted as part of the Application for credits.

Other Policies

DHCD awards up to 10 points for each percentage point of housing units in the proposed development which are restricted to rents at or below forty percent (40 percent) of the AMGI.

Developer Experience

DHCD awards 10 points if evidence attached with the PPC and IRS Form 8609 shows that the principal or principals, as a group or individually, for the proposed development have developed at least one tax credit development that contains at least the number of housing units in the proposed development (can include market units).

DHCD awards 20 points if evidence attached with the PPC and IRS Form 8609 shows that the principal or principals, as a group or individually, for the proposed development have developed, as controlling general partner or managing member, (i) at least three tax credit developments that contain at least 3x the number of housing units in the proposed development or (ii) at least six (6) tax credit developments that contain at least the number of housing units in the proposed development.

Florida (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to eight points to developments for provision of resident programs. Qualified programs include health care, resident activities, health and nutrition, financial counseling, English as a second language, resident assistance referral, swimming lessons, life safety training, and mentoring.

QAP awards up to six points to non-elderly and non-homeless developments for provision of additional resident programs. Qualified programs include homeownership opportunities, first-time homebuyer seminars, after-school programs for children, literacy training, and employment assistance programs. **(Note: Welfare-to-work and self-sufficiency programs eliminated from eligible resident programs in 2011)**

QAP awards up to six points to homeless developments for provision of additional resident programs. Qualified programs include literacy training, and employment assistance programs. SRO developments may also receive points for staffed kitchen or cafeteria, and daily activities. Non-SRO developments may also receive points for homeownership opportunities, first-time homebuyer seminars, and after-school programs for children. **(Note: Welfare-to-work and self-sufficiency programs eliminated from eligible resident programs in 2011)**

Other Policies

QAP selection criteria include a priority for developments that are designed to serve the homeless. In addition, developments that offer resident services and programs (specifically that service families with children) will be targeted. **Florida Housing Finance Corporation's (FHFC) goal is to have a diversified rental housing portfolio. Part of the targeting goal is to allocate credits to a minimum of one homeless development, in addition to (but not limited to) one elderly development and one public housing revitalization development. (Note: Reduced from two projects for homeless development in the 2009 QAP, to one project in the 2011 QAP).**

FHFC will designate Developments as a high-cost area through the authority given to FHFC by the Housing and Economic Recovery Act of 2008, enacted July 30, 2008. The criteria for such designation includes any Homeless Development awarded in the 2011 Universal Application Cycle, which will be eligible for the 30 percent boost if that Development is not located in a HUD-designated DDA or QCT. (Note: new to 2011 QAP)

Agency requires homeless developments to provide verification of inclusion in Local Homeless Continuum of Care Plan by lead agency. If no such plan exists, evidence of a local need for homeless housing must be provided.

Developer Experience

For each experience Developer, provide an executed Developer or Principal of Developer Certification form, behind a tab labeled "Exhibit 10", certifying to the required experience with three completed affordable rental housing developments, as outlined in the Instructions.

For each experience Developer, provide a prior experience chart, behind a tab labeled "Exhibit 10", reflecting the required information for the three completed affordable rental housing developments. For each co-

Developer without the required experience provide the requested information behind a tab labeled "Exhibit 10". (Note: 2011 QAP expanded these criteria)

Georgia (2011 QAP)

Supportive housing developments are an eligible use of the Credit and, if qualified, are granted a special needs set-aside. Also, they compete in the general application cycle.

Threshold Criteria

All projects selected for funding (regardless of their tenancy) must demonstrate a willingness to initiate marketing of units to populations with disabilities or the homeless. Each project selected for an award of credits must prepare and submit a Marketing Plan outlining how the project will market units to tenants with special needs. See Other Policies for details on the Marketing Plan

Set-Asides

Special Needs Set-Aside - Up to **\$950,000** will be set-aside for Department of Community Affairs (DCA) Office of Special Housing Initiatives projects. **In order to be considered for this set-aside, the applicant will need to provide a commitment from the Permanent Supportive Housing Program which includes a determination that the project meets the QAP threshold requirements. (Note: Allocation increased from \$900,000 to \$950,000 in 2011 QAP)**

Hope VI Set-Aside - Up to \$1.7 million of federal credits will be set-aside for HOPE VI initiatives. The requirements are mentioned below.

Scoring Incentives

QAP awards three points to projects which have an Owner and Developer that agree to accept a rental assistance from a state, federal or other approved organization for up to five percent of the units in their Georgia owned tax credit developments for the purpose of housing tenants covered by the settlement order between the State of Georgia and the Department of Justice in case #1:10-CV-249-CAP, a case that determined Georgia needs to provide better support to persons with developmental disabilities and mental illness. Applicants are not required to reduce rents or provide on-site supportive services or a service coordinator.

Other Policies

Each Applicant must prepare and submit a Marketing Plan outlining how the project will market units to tenants with special needs if the project is selected for funding. At a minimum, Marketing Plans must:

- **Incorporate outreach efforts to each service provider, homeless shelter or local disability advocacy organization in the county in which the project is located. The Georgia Homeless Assistance Directory should be used as a central resource to identify such providers locally.**
- **Affirmatively market persons with disabilities and the homeless.**
- **Establish and maintain relationships between the management agent and community service providers.**
- **Include a referral and screening process that will be used to refer tenants to the projects, the screening criteria that will be used and the accommodations that will be used to facilitate the admittance of persons with disabilities and the homeless.**

(Note: New criteria for the Marketing Plan in 2011 QAP)

In the event one or more projects have the same score, but DCA has insufficient resources to fund all of the projects having that score, certain priorities will be utilized to evaluate projects, including projects that commit the majority of units to special needs populations.

HOPE IV Set-Aside

To receive the HOPE IV set-aside the proposed project must meet on or more of the following criteria:

The project is a phase or component of a PHA-sponsored Community Building Initiative which is part of a PHA-sponsored HOPE VI revitalization initiative. The Initiative must:

- Provide affordable units for an extended period of 30 years or more;
- Be part of a mixed income phased community with a significant market component;
- Facilitate the de-concentration of poverty; and
- Provide for community improvements or amenities, which may include but are not limited to new or improved public infrastructure, sustainability, green-space, improved transportation, quality of life enhancements, or other improvements benefiting the community

Documentation:

- A copy of the HOPE VI Revitalization Grant Assistance Award (form HUD-1044) which identifies the PHA receiving the HOPE VI grant and the amount of the grant, and additional documentation reflecting the time limits for use of the HOPE VI funds.;
- A letter from the Executive Director of the identified PHA certifying that:

- the development proposed in the Initial Application is identified in the PHA's HUD approved HOPE VI application or Revitalization Plan;
 - the housing units are an essential element of that Plan; and
 - the Tax Credits for the development proposed in the Initial Application are an essential component of the financing plan for the PHA's HOPE VI Program
- A copy of the HUD approved Revitalization Plan.

Projects that have not previously had a phase funded are advised to meet with DCA prior to Application Submission and obtain the requisite letter of support for the HOPE VI Application at the time the project submits its HOPE VI application for funding. DCA reserves the right to initiate additional selection criteria if it receives more than one request for an initial letter of support.

Developer Experience

QAP awards two points if the General Partner and Developer of the proposed project has been a project participant in two low income housing tax credit projects which have satisfied all of the following criteria:

- Successfully completed the closing of tax credit financing.
- Received an allocation in 2008, 2009 or 2010.
- Closed prior to Application Submission. The closing must have included a federal credit syndicator and not been a 100 percent Exchange project.

As an alternative, the QAP awards one points if the General Partner and Developer of the proposed project has been a project participant in one low income housing tax credit project which received an allocation in 2008 or 2009 or 2010, prior to Application Submission. The closing must have included a federal syndicator of credits and not been a 100 percent Exchange project.

DCA requires prior successful project experience for the Owner, Developer and Manager of a proposed project. The principal and entities of each General Partner, Developer, Management Company and Project consultant (used to meet DCA experience requirements) must submit a complete and correct DCA Performance Workbook. Each Compliance History Summary (CHS) form must list all projects in which an entity or principal has participated in the ownership, development or management in the State of Georgia and in any other state. Compliance audit detail should be completed for only the last three years. In addition, the following documentation must be included in the application as detailed in the Performance Workbook:

- **Completed Compliance Questionnaire for each General Partner, Developer, Management Company and Project Consultant.**
- **Organizational Chart**
- **DCA Compliance history form executed by other State Housing Agencies pursuant to DCA instructions. In the event an Owner is unable to obtain documentation from another State Housing Agency, written**

documentation of the attempts should be submitted to DCA. DCA will contact the Agency directly to obtain the required information.

(Note: Threshold section 18. Experience and Capacity/Performance was removed in 2011 QAP)

Hawaii (2011-2012 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to two points to developments that commit to serve tenant populations with special housing needs, defined as persons for whom social problems, age, or physical or mental disabilities impair their ability to live independently and for whom such ability can be improved by more suitable housing conditions. Persons with special housing needs may include the physically and mentally disabled and the homeless. To receive points, the project must provide services that will enhance the livability of the project for designated tenants. The number of points awarded is based on the quantity and quality of services provided and the status of commitment. The maximum two points will be awarded only to applicants that have an executed commitment to serve this project by a third party service provider or if applicant or owner is an experienced provider of the proposed services. All services must be optional to the tenant and provided at no additional cost to the tenant.

QAP awards up to 10 points for overall project feasibility, including consideration of (among other factors) provision of tenant services and amenities that will enhance the livability of the project.

Other Policies

The required market study must include an analysis of market demand for tenants with special housing needs when applicable.

Developer Experience

QAP awards up to six points for developer experience. The points awarded will be based on the HHFDC's evaluation of factors such as, but not limited to: Developer's (or any party affiliated with the development team) experience or ability (or inexperience/inability) to successfully complete the project; Developer's success or failure in meeting the objectives of the program on past proposals; Development Team's success or failure in meeting the objectives of the program on past proposals; Development Team's experience or ability to successfully complete the project; Project's general partner and/or affiliates has a history of chronic and/or substantive noncompliance, has failed to meet the requirements of the Declaration for Low-Income Housing Credits for previous projects, or has any significant tax credit history with other state tax credit allocating agencies.

Idaho (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards 15 points to developments designed for special needs populations (elderly, handicapped, developmentally disabled, or mentally ill) and/or which provide continuing supportive services to assist families in becoming more self-sufficient or which address identified tenant needs as follows:

- Developments with 25 percent of the rent restricted units designed solely to provide independent living opportunities for persons with mental, physical, or developmental disabilities; or
- Developments which provide 100 percent of the housing units designed and dedicated for elderly persons 62 years of age or older. Persons with disabilities may also be eligible occupants; or
- Developments in which at least 80 percent of the units are designed and occupied by at least one person 55 years of age or older.

To qualify for points, developments must submit a supportive services plan that describes the history and capacity of the service provider, a detailed program description, and an estimated program budget. In addition to the plan, developments must provide an executed commitment letter or memorandum of understanding from a supportive services provider that: 1) outlines the services provided, 2) documents the background and experience of the provider in providing the proposed services, and 3) specifies how often and where services will be provided. Supportive services must be offered on an ongoing and regular basis (i.e., monthly or weekly) at the development site to be considered for points. The costs of services provided must be funded outside the operations of the

property.

Other Policies

Developments must submit a management plan and previous experience summary to demonstrate management capacity. Among the required elements of the management plan is a description of social service programs.

Developer Experience

Resident sponsors who have previous housing development experience (at least a 24-unit multifamily complex) in the State of Idaho (five points).

If the developer of a proposed development has not previously completed a Low-Income Housing Tax Credit development, or if the developer's experience is limited to developments which have been completed with assistance from consultants or co-developers, the developer will be required to post a cash deposit, letter of credit or performance bond in a form acceptable to the Association as follows: The greater of 10 percent of the annual tax credit reserved or \$10,000 posted at the time the tax credit reservation is accepted. If additional credit is subsequently awarded, the amount of the bond will be raised accordingly.

Illinois (2011 QAP)

Supportive housing developments are an eligible use of the Credit. Such projects may compete in the general application cycle. In addition, such projects have potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards a **maximum of 20 points to developments that target more than 20 percent of units for Extremely Low Income (30 percent AMI or below) Supportive Housing Populations**. To qualify for points, applicants must demonstrate a partnership with a lead referral agency and submit a referral and support plan as described below. **Maximum points are allocated to projects that commit 20.1 percent of units or more 30 percent AMI for Supportive Housing Populations. QAP awards 15 points to projects that commit 10 to 20 percent of units to this population. (Note: New to 2011 QAP; Maximum points increased from 15 to 20 in 2011 QAP)**

QAP awards **25 points** to developments that target 50 percent or more of units for Supportive Housing Projects. The Application must include a supportive housing plan as described below. **(Note: Points increased from 15 to 25 points in 2011 QAP)**

QAP awards eight points for complying with both of the following requirements: (i) At least ten percent (10 percent) of the total units in the Project are designed for persons with mobility impairments, and (ii) At least two percent of the total units in the Project are designed for persons with sensory impairments (not less than one unit), as defined in ICC/ANSI 117.1- 2003. The units designed for persons with sensory impairments must be exclusive of the units designed for persons with mobility impairments. Owners seeking points in this category must submit a certification signed by a licensed architect that the project will comply with the requirements listed above. Please see the “Scoring – Enhanced Accessibility Certification” on the Authority’s website.

Other Policies

To qualify for the supportive housing scoring incentives described above, developments must submit a supportive housing plan that addresses, among other things: 1. site suitability, including accessibility features, access to transportation, and proximity to community amenities; 2. affordability to targeted populations; 3. access to services; 4. support coordination, including qualifications of the agency providing the on-site support coordinator; and 5. tenant referral and screening process.

To qualify for points for provision of supportive housing described above, developments must submit a referral and support plan that looks into three categories: (1) Residential rent schedule by unit size and status; (2) How targeted units will be made affordable to households earning at or below 30 percent AMI; and (3) Agreement details among all partners.

The Authority’s priorities are derived from Executive Order 2003-18, which include these underserved populations: (1) Low-income households (with particular emphasis on households earning below 30 percent of area median income); (2) Low-income seniors; (3) Low-income persons with disabilities; (4) Homeless persons and persons at-risk of homelessness; (5) Low- and moderate- income persons unable to afford housing near work or transportation; and (6) Low-income persons residing in existing affordable housing that is in danger of being lost or becoming unaffordable.

Projects that meet the requirements to request points under the Supportive Housing Projects category in the Supportive Housing Projects section within the Housing Policy Goals and Objectives section within the Scoring Categories section may apply for a Boost of up to 30 percent of their eligible basis.

Developer Experience

Appropriate Development Team:

The following items must be submitted for the Authority to evaluate the experience and capacity of the development team:

- Completed “Development Experience Certifications” for each Participant except the syndicator, including all pending, under construction, or completed Projects in any state, including their present status and expected completion date. The “Development Experience Certification” forms are available on the Authority’s website (www.ihda.org).
- A full organizational flow chart reflecting all entities within the Owner down to individuals including percentages of ownership. Please see “Organizational Chart” on the Authority’s website (www.ihda.org)

Ownership Experience

In order to meet the Authority’s mandatory development team standard for ownership experience, the following minimum requirement must be fulfilled:

The Owner(s) of the Project, general partner(s), and/or the managing member(s) of the Owner must demonstrate prior successful experience in at least one (1) Authority Tax Credit Project or one (1) other subsidized, low-income multifamily rental development that contains at least the number of housing units in the proposed Project. To be considered, the experience must extend for at least two (2) years and must include both the development as well as the operating of the project(s). In addition, the experienced team member described above must:

- Be identified in the Application, and
- Remain responsible for overseeing the operation of the Project for the entire Compliance Period.

Partnerships between inexperienced housing developers and those with the experience necessary to fulfill this requirement are encouraged.

Management Experience

In order to meet the Authority’s mandatory development team standard for management experience, the following minimum requirement must be fulfilled:

- The proposed management agent must demonstrate prior experience in the management of at least one Authority Tax Credit Project or one other subsidized, low-income multifamily rental development with tenant income certifications and ongoing reporting requirements that contains at least the number of housing units in the proposed Project. If the management agent has no experience in the management of Tax Credit Projects, it must demonstrate that at least one staff member assigned to the proposed Project has demonstrated prior experience meeting these requirements.
- To be considered, the management agent’s experience with a Project must extend for at least two years and include Project lease up experience and stabilization (90 percent occupancy within one year of placed in service date).

Development Team Capacity:

The Authority will evaluate the proposed Participants' capacity to successfully complete the Project based upon the following criteria:

- Past experience developing affordable housing using income and rent-restricted programs. Properties presently in service and those under construction will be considered, and the quality and success of previous developments will be taken into account. The Authority will also consider location and experience in the geographic areas to be served, experience with the type of housing product proposed, and the past working relationships of the proposed Project and ownership partners.
- Past experience operating affordable housing using income and rent-restricted programs and maintaining these developments in compliance with all program restrictions and standards. The Authority will consider location and experience in the geographic areas to be served, experience with the type of housing product proposed, and the past working relationships with ownership entities and compliance staff.
- Development capacity to complete construction of all current developments on time and within program requirements and application commitments, as well as the number of outstanding incomplete developments when determining capacity.
- Financial capacity to ensure that construction will be completed on time and that work will be guaranteed for completion.

Chicago (2011 QAP)

Supportive housing developments are an eligible use of the Credit.

Threshold Criteria and Set-Asides

None

Scoring Incentives

The City of Chicago's Department of Housing does not use scoring to evaluate projects. Instead, the Department issues tax credit reservations based on a projects ability to meet the mandatory selection criteria and preferences required under Section 42 and its community impact, housing need fulfillment, economic feasibility and developer capacity.

Other Policies

Preferences in the allocation of Tax Credits shall be given to projects that:

- Serve the lowest income tenants (very-low-income households whose incomes are at or below 30 percent of

area median gross income adjusted for family size);

- Are obligated to serve qualified tenants for the longest periods beyond the minimum thirty (30) year requirement; and
- Are located in a qualified census tract the development of which contributes to a concerted community revitalization plan.

30 percent Difficult to Develop Area Boost Selection Standards: The Department may award a Credit Ceiling project a 30 percent basis boost if the Department determines that a project, in order to be financially, feasible needs the increase in Tax Credits based on the following standards. One of four criteria is: Very-Low-Income Populations – Projects that need the boost to be financially feasible in order to target rents to very-low-income populations in order to off-set the cost of developments.

[Note removal of preference for projects pre-identified through the Department’s competitive supportive housing initiative application.]

Developer Experience

The development team must show its capacity for undertaking a project and have demonstrated development experience. Property management capacity and experience must also be demonstrated. Owners who are affiliated with previous projects developed with Department assistance that have been or are out of compliance in a material respect, as determined in the sole discretion of the Department, with the City’s MBE/WBE and local hiring preference ordinances, Davis-Bacon Act, Section Three of the Housing and Urban Development Act of 1968 or with the Program or with a Department loan agreement, may be deemed ineligible for further consideration.

Indiana (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle, or, if qualified, within one of the set-aside categories described below. In addition, such projects have potential competitive scoring advantages.

Threshold Criteria

None.

Set-Asides

QAP includes a 10 percent set aside for Housing First Developments that further the creation of community-based housing that targets the extremely low income (less than 30 percent AMI) with intensive service programs. Housing First is an innovative approach to engage and rapidly house homeless individuals into permanent supportive housing and to provide intensive and flexible services to stabilize and support

housing tenure. Eligible Housing First applicants who complete the Indiana Supportive Housing Institute may apply and receive a reservation of tax credits outside the published rounds identified in Section H.1: Miscellaneous – Application Dates. (Note: new to 2011 QAP)

QAP includes a 10 percent set aside for housing persons with special needs (includes homeless persons, persons with physical or developmental disabilities, persons with mental impairments, single parent households, victims of domestic violence, abused children).

Scoring Incentives

QAP awards six points to developments in which 18-30 percent of total units charge rent at or below the 30 percent AMI rent point.

QAP awards up to eight points for providing services to permanent supportive housing developments as part of a **Tenant Investment Plan (Note: new to 2011 report)**. In order to qualify, applicants must submit a **Tenant Investment Plan summary that includes a checklist, identifies the annual budget, identified the role of the Tenant Investment Coordinator, and a description of how the services will meet the tenants' needs**. The Tenant Investment Plan is evaluated on four levels:

- **Level 1: Programs/Classes (worth 1-3 points) require that a project provides a good or service as a tenant incentive and require ongoing tenant participation and/or program management. Incentives could include discounts, referrals and exceptional educational resources.**
- **Level 2: Behavioral/Health Services (worth 1-4 points) applies to projects that target services for specific tenants to offer treatment, prevention, or assistance depending on the classification of special needs.**
- **Level 3: Community Enhancement to encourage Aging in Place (worth 1-6 points) requires both extensive tenant participation as well as management maintenance. Programs should be designed to create positive outcomes in such areas as (but not limited to) tenant relationships, community, social or environmental awareness.**
- **Level 4: Permanent Supportive Housing (worth 1-8 points) is reserved for supportive services offered by applicants building Permanent Supportive Housing developments. These types of services must be line with or match the philosophy of the Housing First description.**
(Note: new to 2011 QAP)

QAP awards up to **four points** for universal design features from select categories. Universal design features may include wider hallways, grab bars for the bath, raising of electric outlets, etc.) (2010 QAP awarded up to three points.)

Other Policies

Applicants that are proposing to develop permanent supportive housing or rental housing must participate in the Affordable Housing Database.

Among the Authority's goals are to support and encourage Developments that serve the lowest income tenants, with set-aside units for tenants at or below 30 percent of the are median income rent levels, and provide documentation of

financial and supportive capacity, in the opinion of the Authority, to make the Development financially viable for the compliance period; substantially upgrade and preserve existing low income housing and are a part of a published community revitalization plan; are obligated to serve tenant populations with special housing needs; minimize negative impact on existing affordable housing units in an area; and increase the supply of Permanent Supportive Housing through community-based partnerships for homeless individuals and families.

To receive points for special needs housing, developments must submit a resume of the organization providing supportive services (demonstrating an ability to provide services to the target population); and 2) the applicant and a qualified organization that provides and has the capacity to carry out services for the target population must enter into an agreement whereby the owner agrees to: a) set aside a number of units for the target population; and b) notify the qualified organization when vacancies of the set-aside units occur at the development. The qualified organization must agree to: a) refer qualified households to the development; and b) notify households of the vacancies of the set-aside units at the development.

Housing First is an innovative approach to engage and rapidly house individuals who are homeless into permanent supportive housing and to provide intensive and flexible services to stabilize and support housing tenure. Eligible Housing First applicants who complete the Indiana Supportive Housing Institute may apply and receive a reservation of tax credits outside of the published rounds.

Key principles on the Housing First model of permanent supportive housing are:

- Changing the system, not the person: The major shift of this model is how services are provided. In many cases, services are offered on-site rather than expecting individuals to show up at an agency for services. Staff are constantly working to engage residents and are trained in evidence based practices, such as assertive community treatment, that have been shown to be effective for hard to serve populations;
- Tenant choice on accepting clinical service: Services need to be readily available with staff continually working to engage and build relationships with the tenants. No participation in clinical services is required in order to remain housed. A harm reduction approach is used in addressing chronic substance addiction.
- Focus is on being a good tenant: The main emphasis is on safety with interventions on behaviors that negatively impact an individual or the community. Skills such as managing finances, handling conflicts with other tenants, and managing the day-to-day responsibilities in apartments are essential for long-term tenancy.
- Eviction is a last resort: Service rich interventions are attempted to try to exhaust all other solutions prior to serving a tenant an eviction notice.
- Strength-based model with emphasis on building community: Peer support and community meetings are used to help individuals feel connected to their community.

Housing First Developments must submit a Supportive Housing Plan that describes or provides the following:

- Minimum Units – The Development must set-aside 10 percent of the units or 10 units (whichever is greater).
- Site Suitability – How the development will meet the needs of the targeted population including accessibility features, access to transportation, and proximity to community amenities.

- Affordability – How the development will make their units affordable to the targeted populations.
- Access to Services – How an array of services, including those aimed at tenant retention, will be made available both on and off-site for tenants to access according to their needs, including a budget for services and funding sources that have been secured or will be sought.
- Referral, Screening, and Communication –
 - Tenant referral and screening process, including steps followed by all parties to negotiate Requests for Reasonable Accommodations and modifications under Fair Housing Laws to facilitate the admittance of persons with disabilities into the development.
 - How the property management and the agency providing the on-site support coordinator will communicate, accommodate staff turnover and assure continuing linkages between the Development and the agency providing the on-site support coordinator for the duration of the compliance period.
- Agreement Among All Parties
 - Demonstrate a clear separation of property management and supportive service provision functions within or among partner organizations to assure confidentiality of tenant information.
 - Plan to affirmatively market to persons with disabilities and include a section on reasonable accommodations and modifications in applications for tenancy. The Development may advertise as offering services for people with particular types of disabilities, but must admit other persons with disabilities who may benefit from the services.
 - Use by the management agent of objective screening and income eligibility criteria to make decisions regarding offering applicants residency.
- Demonstration of Participation – Developments that compete under the Housing First set-aside must demonstrate participation in the Indiana Supportive Housing Institute. Housing First applicants are also encouraged to participate or be involved with the Continuum of Care process, Work One, Department of Mental Health and Addiction, Family Social Services Agencies, Veterans Affairs, and/or Supportive Housing Leadership Forum.

Among the Agency's goals is to increase the supply of permanent supportive housing through community-based partnerships for homeless individuals and families and provide housing for special needs persons.

Developer Experience

The Development Applicant/Owner, Developer, Management Agent and other members of the Development team as provided in the Rental Housing Finance Application must demonstrate sufficient financial, development and managerial capabilities to complete the Development and maintain it for the Compliance Period and other applicable period.

Required Documentation: The Applicant must provide documentation to demonstrate sufficient financial, development and managerial capabilities. Documentation must include: 1) Up to date certified Financial statements from the Applicant, Owner (if formed) or its principals (must include all principals of the general partner interest) or from the individual(s)/entity providing guarantees for the Development, AND Developer (under the Applicant's, Owner's, and/or Developer's own affidavit respectively); AND 2) Resumes showing adequate experience of Developer and management company. This documentation must be placed in Tab D. The Authority, in its discretion, may require audited financials and/or copies of tax returns. If needed, the Authority will request this information from the Applicant.

Iowa (2011 QAP)

Supportive housing developments are an eligible use of the Credit. Such projects may compete in the general application cycle. In addition, such projects have potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to 30 points for projects providing service-enriched housing or assisted living in which twenty-five percent or more of the total project units give preference in tenant selection to any of the following special needs populations: (1) Homeless persons, including homeless individuals, families, youth, and/or veterans, (2) Persons with a physical or mental, and/or developmental Disability, (3) Persons with mental illness, (4) Victims of domestic violence, (5) Frail Older Persons, (6) Persons living with HIV/AIDS and (7) Persons in recovery from chemical dependency. See other requirements below.

QAP awards **20 points** for having 100 percent of the Low-Income Units fully Handicapped Accessible (not adaptable). **(Note: Increased from 10 points to 20 points in 2010 QAP)**

Other Policies

To receive points under special needs, services must be actively linked to the Project, not simply provided to the community at-large, and the applicant must submit all requested documentation at application including, but not necessarily limited to, the following:

- Commitment to hold, pursuant to IFA's held for occupancy policy, twenty-five percent (25 percent) or more of the total project units for occupancy by the selected special needs population(s);
- Comprehensive Supportive Services Plan;
- Service budget that supports the proposed services plan;

- Marketing plan describing outreach to potential tenants to whom services are targeted;
- Executed MOU between the ownership entity or developer, the lead service provider, and the management company outlining the duties and responsibilities of each party in relation to service delivery to the tenants; and
- Letters of intent, agreements, and/or contracts with one of more local service providers, if services will be delivered by outside organizations. (Note: Revised requirements for special needs populations.)

Developer Experience

QAP awards up to 11 points based on development team experience. The policies are:

- **Developer, Managing Member, or General Partners that have 10 or more years of Section 41 experience receive three points.**
- **Developers that successfully closed on a tax credit project with a third party equity investment in 2009 or 2010 receive three points.**
- **Developers and Management Agents who have a Section 42 property vacancy history of six percent or less from January 1, 2005 until January 1, 2010 receive five points.**

(Note: New to 2011 QAP)

The Application will require the Applicant to identify the Qualified Development Team. The Applicant will be required to provide a narrative describing each member's function and explain how the Development Team possesses the necessary experience to successfully complete the proposed Project and all other projects under construction, and that it has developed projects of comparable size and financing complexity. The qualifications of the Development Team will be evaluated again at Carryover and the reservation of Tax Credits may be revoked, at the sole discretion of IFA, if the Development Team is not qualified to successfully complete the proposed Project. **The Management Company/Manager must have at least one year of experience successfully managing a Section 42 property.**
(Note: New in 2010 QAP)

Kansas (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards 20 points to developments targeting 100 percent of units to tenants 55 years and older and/or to tenants with special needs.

QAP awards up to 35 points to developments designed to serve lowest income tenants by providing a specified percentage of units serving the 30 percent AMI level. Points range from seven (for developments providing 10-12 percent of units at the 30 percent AMI level) to 35 (for developments providing 19-20 percent of units at the 30 percent AMI level).

QAP awards up to 45 points to developments that address any of four priority housing needs identified by the agency, including developments for special need populations including, but not limited to, homeless families and individuals or persons with disabilities (15 points for each priority need).

Other Policies

In the general description of statewide housing needs, the QAP identifies development for special need populations including homeless families and individuals or persons with disabilities among its priority housing needs.

Kansas Housing Resources Corporation will consider requests for up to 30 percent additional credits in property developments if the project addresses a majority of eight criteria, which includes at least 10 percent of units in the development are targeted to homeless individuals, families, persons with disabilities, or ex-offenders.

Developer Experience

Applications meeting the preliminary requirements will be further reviewed for non-point criteria. Applications may be accepted or rejected based solely on the non-point criteria, which includes:

- Sufficient development team experience relative to the proposed development.

Kentucky (2011-2012 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle or in any of the state's pools or set-asides. Such developments also have potential competitive scoring advantages.

Threshold Criteria

None.

Set-Asides

Although the QAP does not provide a dedicated set-aside for permanent supportive housing, such developments are eligible to apply in any of the state's pools or set-asides.

KHC allocates \$1,000,000 to qualified nonprofits, \$300,000 of which will be set-aside to projects with special needs. To be considered special needs, at least 25 percent of the units must be set-aside for special needs. (Note: new to 2011 QAP) The special needs set-aside is not restricted to a cap of funds.

KHC has established a State Priority Set-Aside to address specific housing needs in Kentucky. The State Priority Set-Aside totals \$1,565,000 for 2011 and \$2,000,000 for 2012. The State Priority Set-Asides are not restricted to a cap of funds. The projects eligible to apply in the State Priority Set-Aside are the following:

- **Scholar House Projects: (\$965,000 in 2011; \$1,400,000 in 2012 for Scholar House and Recovery Kentucky) Scholar House is a single-parent housing and education initiative administered by Kentucky Housing Corporation. The program is designed to help unemployed or underemployed single-parents pursue an education to become self-sufficient.**
- **Covington HOPE VI: (\$600,000 in 2011 and 2012) The city of Covington received a \$17,000,000 HOPE VI grant from HUD in 2010. Out of a total of 169 units of house, 38 will be renovated using LIHTCs and the Neighborhood Stabilization program. As part of the program, funds will be used for a Community and Supportive Services (CSS) Program that will help residents transition into self-sufficiency. The Covington Housing Authority will partner with local organizations to from case management, workforce development, and education services.**
- **Recovery Kentucky: (\$1,400,000 in 2012 for Scholar House and Recovery Kentucky) Recovery Kentucky was launched in 2005 by the governor's office to create statewide recovery centers aimed at providing housing and recovery services for people with problems of substance abuse. The aim is to help people overcome additions while simultaneously moving them into permanent housing.**

(Note: new to 2011 QAP)

Scoring Incentives

QAP awards 25 points if Section 8 or Rural Housing rental assistance is secured for 100 percent of its units. If rental assistance is secured for less than 100 percent of the units, the project receives 15 points. (Note: New to 2011 QAP)

Note: Eliminated scoring incentives awarding 30 points for setting aside 15 percent of units for persons with an impairment or disability. Scoring incentives were replaced with new set-aside for special needs populations. (Note: New to 2011 QAP)

Note: Eliminated scoring incentives for rent restrictions (including restrictions of 30 percent of AMI). These restrictions were replaced with scoring preferences for projects that have a rent subsidy and a scoring category for projects converting existing affordable market rate housing to affordable units. (Note: New to 2011 QAP)

Other Policies

None.

Developer Experience

Kentucky Housing Corporation (KHC) will award a project 10 points if a member of the development team has been part of a development team within the past three years that has developed and placed in service a KHC-financed multifamily project of at least ten units.

KHC will award five points if a member of the development team has been a part of a development team within the last three years that has developed and placed in service a multifamily project in another state utilizing housing credits or tax-exempt bonds.

KHC will award **10 points** if no member of the development team has requested a waiver or modification for pledged amenities or requested a deviation from project design within the past three years.

KHC will award **20 points** if no member of the development has ever had any Compliance and/or monitoring issues (excluding cured issues during the 30-day Correction Period) whether it is federal, statutory or KHC policies, or **10 points** if one or more members of the development team has noted noncompliance issues (federal, statutory or KHC policies), within the past three years, but all have been corrected within six months after the close of the Correction Period (i.e., Issuance of the IRS Form 8823 and/or Closed Review letter with Open Issues). If a member of the development team has had chronic and repeated compliance issues or findings of noncompliance and they have been notified, the development loses 10 points. **(Note: Two scoring guidelines present in the 2009 QAP that deducted five points each for noncompliance issues were eliminated.)**

Louisiana (2011 and 2012 QAP, draft as of June 1, 2011)

Supportive housing developments are an eligible use of the Credit. They compete in the general application cycle within a general statewide allocation pool and are subject to potential competitive scoring advantages.

Note: Set-Aside and allocation pool for Special Needs/Permanent Supportive Housing Projects was eliminated in the 2010 QAP. It was replaced with scoring incentives for providing supportive services to target populations such as the homeless and the disabled.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards **five points** for Single Room Occupancy Shelter. Applicant must submit evidence from local government unit or appropriate continuum of care district that project satisfies need for homeless shelter. **(Note: Points decreased from 10 in 2010)**

QAP awards 10 points for Accessible Project. And Accessible Project is one in which at least 25 percent of the units are Disability Equipped Units and set aside for Disabled Households and evidencing appropriate Project Based Subsidy to support Disabled Households. Projects must show evidence of appropriate Project Based Subsidy to support Disabled Households occupying the Disability Equipped Units whose incomes are at or below 30 percent of the area median income (AMI). Accessible Projects must provide the five percent of units to be accessible for people with mobility impairment and two percent for people with hearing or vision impairments.

QAP awards up to 10 points to projects that **dedicate 20 percent of units for Special Needs Households (includes homeless households, disabled households, and tenant populations of individuals with children). Six points are awarded if the project serves 10 percent of such households.**

(Note: Revised scoring criteria in 2010)

QAP awards up to three points for developing Accessible Units in excess of Section 504 (II)(C) of the Accessible Project Rehabilitation Act of 1973. The project receives the maximum points if 15 percent or more of the total units are accessible units.

QAP awards up to three points for leverage consisting of federal or other funds for persons with disabilities.

QAP awards five points if at least 10 percent but less than 15 percent of the project units serve PSH households. QAP awards four points if the project sets aside between five percent and 10 percent of units for PSH households.

Other Policies

In order to receive points for being an Accessible Project for a Special Needs Household, the application must include the following:

- Description of Supportive Services tailored to each Special Needs Household (See Supportive Services Definitions);
- Costs per annum of Supportive Services per Special Needs Household or written commitment from governmental or non-profit agency that Supportive Services will be provided to Project without cost;
- Experience of Taxpayer/Owner in developing Projects servicing Special Needs Households; and

In addition Accessible Projects must include:

- Evidence of Project Based Subsidy for Handicapped Households.

Single Room Occupancy projects are not subject to total development cost per unit limits or square-foot limits if the local governmental unit certifies that the development will provide shelter to homeless persons or receive Stewart-

McKinney Act funds.

Special needs projects are one of four types of projects allowed a special \$175 maximum average dollar per square-foot limit (compared to \$150 per square-foot limit for typical projects).

Permanent Supportive Housing Project: A Project in which between twenty-five percent (25 percent) and fifty percent (50 percent) of the Low Income Units are designated to be occupied by a member of an Eligible Target Population for Permanent Supportive Housing and for which a Taxpayer/Owner submits with the Tax Credit Application either (i) an irrevocable binding commitment for Project Based Subsidy for units constituting Permanent Supportive Housing or (ii) demonstrates in the project's operating pro forma that units which are not Permanent Supportive Housing adequately subsidize the units occupied by the Eligible Target Population For Permanent Supportive Housing in a manner consistent with the minimum coverage ratios required by this QAP. A minimum of the units designated as permanent supportive housing units will be either efficiencies or one-bedroom units.

Eligible Supportive Services for PSH: The range of services tailored to the needs of the category or categories of persons with special needs occupying housing in which such services are provided. The intensity of services delivered may vary based on the target population and individual needs but, for typical individuals would include an intensive service mix covering these types of services:

- Outreach and engagement
- Support in accessing housing (including assistance with applications, arranging for utilities and arranging for relocation)

Crisis prevention and intervention

- Support in acquiring skills and knowledge for community living including acquiring benefits and money management
- Providing opportunities for social support and peer support
- Advocacy, clinical case management, clinical interventions
- Facilitating arrangement for child care
- Service Coordination including services of a tenant services liaison
- Arranging access for acute and emergency care
- Mental health and substance abuse treatment
- Linkage to education and employment
- Arranging access to transportation and
- Services tailored to the frail elderly including securing access to meal services adequate to meet nutritional needs, housekeeping aid, personal assistance, and other services essential to a frail elder maintaining independent living.

Development Experience

Project Team/Developer Threshold Requirements:

- **Developer Experience:** Such Managing General Partner or Sponsor must:
 - Be identified in the application;
 - Become a general partner or managing member of the ownership entity, and
 - Remain responsible for overseeing the project and operation of the project for a period of two (2) years after placed in service.

All owners and principles must disclose all previous participation in the low-income housing tax credit program. Additionally, owners and principles that have participated in an out of state tax credit allocation may be required to complete an Authorization for Release of Information form. No developer or taxpayer utilizing a debarred participant in the development or operation of a project may be reserved or allocated tax credits.

Project Team Disqualifications:

The Agency shall disqualify any taxpayer, its representative or agent, managing general partner, sponsor or management company, who is not in good standing with the Agency, as defined herein. One who is “not in good standing” will be considered ineligible to receive a reservation/allocation of credits during this Funding Round. One is considered to be “not in good standing” with the Agency if one has met one or more of certain criteria, including the following:

- Has been debarred or received a limited denial of participation in the past ten years by any federal or state agency from participating in any development program;
- Within the past ten years has been in a bankruptcy, an adverse fair housing settlement, an adverse civil rights settlement, or an adverse federal or state government proceeding and settlement;
- Has been involved within the past ten years in a project which previously received an allocation of tax credits but failed to meet standards or requirements of the tax credit allocation or failed to fulfill one of the representations contained in an application for tax credits without the express approval of the LHFA;
- Has been found to be directly or indirectly responsible for any other project within the past five years in which there is or was uncorrected noncompliance more than three months from the date of notification by the Agency or any other state allocating agency unless the LHFA determines in its discretion that the uncorrected non-compliance was not the fault of the person in question;
- Has an outstanding audit report requirement or unresolved audit deficiencies as of September 14, 2011 will be considered ineligible to receive a reservation/allocation of credits during this Funding Round;

A disqualification under this subsection (F)(3) will result in the individual or entity involved not being allowed to receive an award of LIHTC in the 2011/2012 cycle and removing from consideration any application where they are identified.

(Note: Project Team/Developer Threshold Requirements were modified in 2011/2012 QAP)

Maine (2010-2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle subject to threshold requirements, or, if qualified, within the housing for persons who are homeless set-aside. In addition, such projects have potential competitive scoring advantages.

Threshold Criteria

QAP includes a threshold criterion for all developments to make a resident service coordinator available to evaluate service needs and refer residents to appropriate services throughout the compliance period. The resident service coordinator must be present on-site and available to the residents a minimum of one day per week, preferably two days per week, and a minimum of four to six hours per week for developments with up to 30 units and a minimum of one hour per week for every five units for developments with more than 30 units. Services must be made available to the residents in a private, confidential setting and must be free of charge to the residents.

All developments must submit a detailed service plan which describes services offered to the residents of the project, identifies and describes the experience and training of the proposed resident service coordinator(s) that will provide the services, identifies where services will be provided to the residents of the project (e.g. on-site office), includes a services budget of all costs associated with offering the services in the service plan (including without limitation the salary, benefits, travel, orientation and ongoing training or education of the resident service coordinator(s), the operation of the office or other space used to provide the services and office equipment and supplies), and describes the funding source(s) for the services budget.

Set-Asides

QAP includes a \$400,000 set-aside for housing for persons who are homeless. To qualify, developments must:

- Contain separate living units which include both cooking and bathroom facilities;
- Set aside a minimum of 75 percent of the units for persons who are homeless;
- The Project may be situated on scattered sites;
- The Applicant must submit a detailed service plan specific to the needs of persons who are homeless, acceptable to MaineHousing, a commitment by one or more qualified service providers to provide the services described in the plan and information about funding for the services with its Application; and
- An Applicant must indicate its desire to compete in this set-aside in its Application.
- Successful applicants under this set-aside are eligible to receive, if agency makes the resource available, project-based Section 8 rental subsidy for at least 25 percent of the total units in the project.

Projects under the Housing for Persons who are Homeless Set-Aside that are located in the following Service Center Communities will receive five points: Portland, Bangor, Lewiston, Biddeford, Saco, or Sanford.

Scoring Incentives

QAP awards two points to developments that give preference in at least 20 percent of the units to persons who are homeless or displaced, persons with mental or developmental disabilities, or other persons with special needs. Applicants must maintain a waiting list for the persons for whom the preference is given and provide access to services appropriate to such persons. The Applicant must submit a description of the services and a written commitment or letter of support from a qualified service provider to provide the services with the Application.

Other Policies

QAP requires developments that deliver services to special needs populations to provide documentation from an identified funding source.

Agency's annual statewide needs assessment identified a need for housing with services for persons with special needs including, without limitation, the homeless, persons with mental and physical disabilities and the elderly.

A Project that has a commitment of new project-based rental assistance for 75 percent or more of the units in the Project will receive five points. A Project that has a commitment of new project-based rental assistance vouchers for 25 percent or more of the units but less than 75 percent of the units will receive three points. Assistance provided under the Project-Based Voucher Program pursuant to 24 CFR Part 983 is eligible for points hereunder only if the Project has been awarded assistance pursuant to a competitive process prior to the date of the Application. The Applicant must submit the commitment of project-based rental assistance, including the specific terms of the rental assistance, with the Application.

Developer Experience

Sponsor Characteristics (maximum of 11 points). The requirements include:

- An Applicant, or any principal thereof, who has prior experience with MaineHousing and has not been declared in default by MaineHousing in the last five (5) years, or who has successfully developed Qualified Low-Income Housing Projects in other states will receive two points.
- An Applicant will receive two points if the Applicant, any principal thereof or any affiliate of any principal thereof, has prior experience with Qualified Low Income Housing Projects and in the last three (3) years (a) has not been issued an IRS Form 8823 or (b) was issued an IRS Form 8823, but it was subsequently reported as "noncompliance corrected" within the specified Rules/Chapter 16 (082107) Page 24 of 56 time period for correction, and (c) has not had an IRS audit finding resulting in a recapture event. Applicants must complete the self-certification section of the Application to receive these points.
- Projects that will be managed by a management company with a) low income housing tax credit training and b) a minimum of three (3) years of successfully managing a Qualified Low-Income Housing Project will receive two points. Applicants must submit a binding commitment from the management company to manage the Project and a certificate(s) or other evidence satisfactory to Maine Housing of the management company's low-income housing tax credit training and experience with its Application.

Maryland (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to **15 points** to developments targeting units to the 30 percent AMI level. Maximum points are awarded for projects in which all low-income units are targeted to 30 percent AMI or less, and points for projects with other income mixes are determined based on the weighted average percent of median income per bedroom. **(Note: Points allocated were reduced from 20 points to 15 points)**

QAP awards five additional points for projects committing to rent at least 10 percent of units to households with incomes of 30 percent or less of the area median income for the compliance period. These points may also be awarded for non-project based Section 8 projects that obtain project-based vouchers for at least 10 percent of the units for a minimum of 10 years.

QAP awards up to five points to developments that provide integrated independent housing opportunities for individuals with disabilities, particularly those living on Supplemental Security Income (SSI) or Supplemental Security Disability Income (SSDI). Transitional housing or other facilities with limits on the term of occupancy or leases by tenants are not eligible to receive points under this category. **To receive points, the units must be made available only to individuals with disabilities at or below 50 percent AMI and held for individuals with disabilities at or below 50 percent AMI, including SSI/SSDI recipients, until the prescribed percentage of income-qualified resident individuals with disabilities is achieved but not longer than 60 days beyond 80 percent of initial occupancy for new construction projects. Points are awarded to occupied rehabilitation projects that will market and hold units for individuals with disabilities at or below 50 percent AMI, including SSI/SSDI recipients upon turnover for at least 60 days after vacancy.** Points are awarded based on the percentage of total units within the project whether or not rent- or income-restricted targeted to individuals with disabilities, including those at SSI/SSDI income levels – ranging from one point for one to three percent of proposed units up to five points for 10 percent or more of proposed units. To receive points, an application must include a letter, a memorandum of understanding or other agreement with an entity that will assist the applicant in marketing the units to individuals with disabilities. The sponsor also must include with the application a marketing plan for meeting its targeting commitments. **(Note: Added criteria that tenants must be at or below 50 percent AMI)**

QAP awards up to 15 points to developments linking service programs to the project. To receive points, sponsors must submit a tenant service plan. The points are broken down as follows:

- Up to three points may be awarded to projects that rely on passive community links for services rather than active service provision on-site or with community service providers. To receive these points, the application must include a narrative describing the services available in the community that will address the threshold service requirements for the property and how they will notify residents on a regular basis of the availability of these services. Project owners do not need to pay for the services to receive these three points.
- Up to 10 additional points may be awarded to projects that augment passive community links for services by identifying a tenant services provider for services on-site or in the community. To receive these additional points, the application must include a narrative describing the services to be provided, how they will solicit and utilize resident input concerning the type and range of services provided, and how they will fund the services over the life of the project. Projects that include on-site services must be designed to include the necessary physical off-site through a Memorandum of Understanding or other executed agreement with the community service provider. To earn maximum points, the project must be able to demonstrate sustainable funding for tenant services through funded service escrows, grants or other non-project sources.
- QAP awards two points to developments that provide subsidized high-speed Internet services with training and support to each dwelling unit in the project.

(Note: Criteria for tenant services changed; Points reduced from 18 points to 15 points)

Other Policies

All developments must ensure that individuals with physical disabilities have priority for occupancy of any units qualified under the Uniform Federal Accessibility Standards (UFAS).

Developer Experience

Members of the development team may not:

- Have participated as an owner or manager in the development or operation of a project that has defaulted on a Department or other government or private sector loan in the previous five years.
- Have consistently failed to provide documentation required by the Department in connection with other loan applications or the management and operation of other existing developments.
- Have been involuntarily removed within the previous five years as a general partner or managing member from any affordable housing project whether or not financed or subsidized by the programs of this Department;
- Have a current limited denial of participating from the U.S. Department of Housing and Urban Development (HUD);
- Be debarred, suspended or voluntarily excluded from participating in any Federal or State program; or

- **Have been directly involved with any project placed on the Department's defaulted loans watch list due to actions which, in the opinion of the Department, are attributable to the sponsor or the development team.**
- **Have unpaid fees, loan arrearages, or other obligations due to the Department on other projects.**

Development Team Experience (50 maximum points): Points will be awarded based on the demonstrated relevant experience and qualifications of the members of the development team. Crucial for determining the capacity of the development team are the members of the developer entity including the applicant, developer, co-developer, guarantors, consultant, and general partner or managing member (the entity with a controlling interest). The other lead members of the team are the general contractor, architect and management agent. Staff will evaluate the development team members based on their record of accomplishment during the past five years with projects that are similar to the proposed project. Team members without appropriate experience should establish partnerships with experienced entities.

Massachusetts (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but subject to favorable thresholds requirements and potential competitive scoring advantages.

Threshold Criteria

QAP includes a threshold requirement for all developments to reserve 10 percent (or 15 percent if developments combine four percent and nine percent tax credits) of the total number of units for persons or families earning less than 30 percent of area median income.

QAP includes a threshold requirement for all developments to provide a narrative with the application describing supportive services available in the community to the existing or future tenants of the project. Developers do not necessarily have to pay for the services, but must identify the services and indicate how they will notify tenants on a regular basis of opportunities for education, employment training, and other important services.

Set-Asides

None.

Scoring Incentives

QAP awards eight points to developments with at least 15 percent of the units set aside for individuals or households with special needs and/or persons with disabilities. This category includes but is not limited to tenants with developmental disabilities, formerly homeless households making the transition to permanent housing, individuals with children, and frail elderly to be served in assisted living projects. To receive points, the agency must be satisfied that the project design, amenity package, and services package are appropriate for the intended residents.

QAP awards six points to developments committing to rent at least 15 percent of the tax credit eligible units to individuals or families with incomes at or below 30 percent of median income. To receive points, sponsors must include this commitment in the project's regulatory agreement.

Other Policies

Sponsors of projects for populations with special needs and/or persons with disabilities (including assisted living facilities) must submit a resident social services plan acceptable to the agency.

QAP affirms its commitment to tax projects that include characteristics of critical importance to the state agency and its mission, including (1) a set percentage of units within each project must be dedicated to extremely low income households, including individuals and families making the transition from homelessness, and (2) some units within each project will be set aside for persons with disabilities, and appropriate service plans will be developed for these individuals or households.

Developer Experience

QAP awards a maximum 20 points for developer experience, with a 12-point minimum. The key members of the development team are the owner/developer; the consultant; the architect; the contractor; the management agent; and the attorney. DHCD will review the background of the key team members to determine:

- Prior successful experience in developing tax credit projects
- Financial strength
- Physical and financial condition of other properties developed by the sponsor/owner
- Prior experience on other DHCD-assisted projects
- Inclusion of State Office of Minority and Women Business Assistance (SOMWBA)-certified
- Minority/Women's Business Enterprise members on the team as sponsor/owner; management agent; contractor.
- Inclusion of SOMWBA-certified Minority/Women's Business Enterprise members on the team as architect; attorneys; syndicators; accountants; consultants.

Michigan (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle, and, if qualified, in the permanent supportive housing set-aside. In addition, such projects have potential competitive scoring advantages.

Threshold Criteria

All projects with allocated tax credits (excluding elderly projects and projects using tax-exempt bond financing) will be required to target ten percent (10 percent) of the total units to Supportive Housing Tenants. Projects are not required to provide onsite supportive services or a service coordinator. Owners must demonstrate a partnership with a local lead agency and complete an Inclusion Plan (See [Other Policies](#)); both the agency and Plan must be approved by MSHDA.

Set-Asides

Twenty-five percent (25 percent) of the State's total credit ceiling will be set aside for Permanent Supportive Housing projects allocated under Addendum III. The PSH Set-Aside is not statutory. Allocations made within it may be counted toward the statutory Set-Asides and the Target Percentages.

Scoring Incentives

Projects that commit to restricting units to low-income tenants will receive up to 50 points for depth and breadth of targeting. Points deliberately encourage use of Project Based Rental Assistance (PBRA). All rent targeting must be evenly distributed among bedroom types and buildings, except for elderly projects. Other criteria include:

- **No points will be awarded for the 10 percent required Permanent Supportive Housing units.**
- **No more than 10 percent of a project's total units may be targets to units that are less than or equal to 30 percent AMI without PBRA.**
- **No more than 50 percent of a project's total units may be targeted and counted toward total points without PBRA.**
- **PBRA does not include PSH-designated units that are anticipated to receive newly allocated Project Based Vouchers from MSHDA.**

Number of points received can be calculated using a Low Income Targeting Point Calculation Form. The calculation of points includes factors percentage of units allocated for low income targeting with PBRA and the number of unassisted units allowed for targeted 30 percent AMI. (Note: New to 2011 QAP Report).

Permanent Supportive Housing Projects who meet all the requirements of Addendum III are eligible for addition points when they meet the following criteria:

- **Projects that commit 75 percent or more of units to Supportive Housing. (Eight points)**
- **Projects that employ other sources of federal, state and/or private financing. Evidence of the financing (including the amount, term and interest rate) must be submitted with the application).**
 - **HUD Shelter Plus Care Program (S+C) (One point)**
 - **Capital Contribution targeted for supportive services from developer fee (\$100 per supportive housing unit/per year through the 15-year compliance period) (Two points)**
 - **Private/Foundation – minimum of \$1,000 per supportive housing unit must be committed. (One point)**
 - **Other State Agencies – minimum of \$1,000 per supportive housing unit must be committed (DOC, DCH, DHS) (One point)**
- **Projects that provide a community or supportive service space to projects with 11 or more units. A minimum of 15 square feet per residential unit is required. (One point)**
- **Projects that have demonstrated in their Supportive Service Plan to serve the most in need.**
 - **Chronically Homeless (One point)**
 - **Homeless and/or Special Need tenants with incomes at or below 100 percent of poverty (One point)**
- **Projects that develop in a high need area. (One point)**
- **Projects that include a supportive service funding commitment to all tenants. Services must be voluntary (Three points)**
- **Projects that provide supportive employment services (job-training opportunities in the building trades, operation, and/or supportive service programs to individuals who meet the supportive housing tenant definition). (Three points)**
- **Projects that promote Tenant Lead Advisory Councils. (One point)**
- **Projects that increase the number of accessible and/or barrier free units beyond the MSHDA requirements. (One point)**

(Note: New to 2011 QAP Report)

Other Policies

At a minimum, Inclusion Plans must include:

- A description of how the project will meet the needs of the targeted tenants including access to supportive services, transportation, proximity to community amenities, etc.
- A description of the experience of the local lead agency and their capacity to provide access to supportive services, and to maintain relationships with the management agent and community service providers for the duration of the compliance period.
- A Memorandum of Understanding (MOU) between the developer(s), management agent and the lead local agency. MSHDA may at its discretion extend the deadline for the MOU. The MOU will include:
 - A commitment from the local lead agency to provide, coordinate and/or act as a referral agent to assure that supportive services will be available to the targeted tenants.
 - The referral and screening process that will be used to refer tenants to the project, the screening criteria that will be used, and the willingness of all parties to negotiate reasonable accommodations to facilitate the admittance of persons with disabilities into the project.
 - A communications plan between the project management and the local lead agency that will accommodate staff turnover and assure continuing linkages between the project and the local lead agency for the duration of the compliance period.
 - Acknowledgment of the property's rent structure and a description of how Supportive Housing tenants may access rental assistance, should they require it, to afford the apartment rents.
- Excluding projects under the Supportive Housing Set-Aside, a certification that participation in supportive services will not be a condition of tenancy.
- Excluding projects under the Supportive Housing Set-Aside, an agreement that for a period of sixty (60) days after certificate of occupancy, the required number of units for persons with disabilities will be held vacant other than for such population(s).
- Agreement to maintain a separate waiting list for persons with disabilities and prioritizing these individuals for any units that may become vacant after the initial rent-up period, up to the required number of units.
- Agreement to affirmatively market to persons with disabilities.
- Agreement to include a section on reasonable accommodation in property management's application for tenancy.
- Agreement to accept Section 8 vouchers or certificates (or other rental assistance) as allowable income as part of property management income requirement guidelines for eligible tenants and not require total income for persons with rental assistance beyond that which is reasonably available to persons with disabilities currently receiving SSI and SSDI benefits.

- A description of how the project will make the targeted units affordable to persons whose incomes are limited to those from a disability-based source.

Additional requirements are listed in Michigan's Low Income Housing Tax Credit Program Supportive Housing Set-aside (Addendum III) and the Permanent Supportive Housing Inclusion Plan Requirements

(Addendum VI). These requirements include:

- Projects are required to set aside 10 percent of the family units in the project for Permanent Supportive Housing units (Targeted Units). Potential residents must be referred by a local human service agency.
- Eligible supportive housing tenants must have a minimum of 35 percent of the units targeted to people who meet one of the following definitions: special needs, homeless, domestic violence survivor, chronically homeless or homeless youth or youth aging out of foster care).
- Projects must submit a Memorandum of Understanding between the developer, management company and service provider that includes the supportive services plan agreed to by the parties.
- Service coordination must be available to all supportive housing tenants through a partnership with a local service organization.

Developer Experience

Previous successful participation by a general partner or member of a limited liability company in the proposed development utilizing the LIHTC or other programs document low-income housing can receive up to 30 points.

The development team must demonstrate professional and financial capacity to plan, build, market, and operate the proposed development. The performance record of the Applicant, consultant, architect, management agent and contractor will be measured by the quality and quantity of previous development(s); design, construction and property management efforts; and affirmative action records. Each team member is expected to demonstrate satisfactory prior experience on projects of similar scale and complexity; to have satisfactory professional references; and to devote sufficient staffing and resources, including financial resources, to complete the proposed development. The Applicant and contractor will be evaluated for creditworthiness and financial capacity. The composition of a non-profit Applicant's Board of Directors and the tenure of its respective members will be given significant consideration. If a development team member does not have satisfactory prior experience or adequate financial capacity, a written plan must be submitted to outline how these deficiencies in experience and financial capacity will be rectified.

Minnesota (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria

For applications submitted in Round 1, all applicants must meet one of seven threshold housing types. Among the threshold types are: 1) metropolitan developments in which at least 75 percent of the total Housing Credit units are single room occupancy units affordable to households whose income does not exceed 30 percent of AMI; 2) developments that are not restricted to persons of a particular age group and in which, for the term of the extended use period, a percentage of units are set aside and rented to persons with serious and persistent mental illness, developmental disability, drug dependency, brain injury, or permanent physical disabilities that substantially limit major life activities.

Set-Asides

None.

Scoring Incentives

QAP awards 10 points to developments in which at least 50 percent of the total Housing Credit units are single room occupancy (one bedroom or less with rents affordable to households whose incomes do not exceed 30 percent of AMI). Such developments must also meet agency design standards.

QAP awards 10 points to developments in which at least 50 percent of total units are set aside and rented to special populations, including persons with serious and persistent mental illness, developmental disability, drug dependency, brain injury, or permanent physical disabilities that substantially limit major life activities. Developments in which at least 25 percent of the total units are set aside and rented to such populations are eligible for three points. If a proposal sets aside a percentage of units for persons with disabilities, the applicant must contact the human services department for the county in which the project is located to discuss the proposal. The applicant must obtain a letter from the department indicating that its staff has reviewed the proposed project, and stating whether there is a need for such housing and if the project would be eligible for funds to assist with the service needs of the residents. If the project is delivering supportive services to residents in these units, the proposal must document the scope of services residents will require, specific services the project will offer, whether the applicant will be responsible for delivery or will partner with identified organizations, specific service funding sources and their commitment status, and how residents will be connected to the services.

QAP awards five additional points to developments in which 5 to 49.99 percent of total units (but no fewer than four units) are set aside and rented to households experiencing long term homelessness, and 10 additional points to developments in which 50 to 100 percent of total units (but no fewer than 20 units) are set aside and rented to household experiencing long term homelessness.

In addition, QAP awards 100 bonus points to developments providing permanent housing for individuals experiencing long-term homelessness **based on the 2011 Housing Tax Credit competitions. Points will be awarded until a total of \$1,702,000 in tax credits as been awarded (estimated to be 25 percent of Minnesota Housing’s credit authority). Qualifying proposals must submit the Supportive Housing application materials and agree to pursue and continue renewal of rental assistance, operating subsidy, or service funding contracts for as long as the funding is available. (Note: new to 2011 QAP)**

QAP awards up to 13 points to developments restricting 100 percent of units to households whose incomes do not exceed 30 percent of AMI. All 30 percent rent restricted units must meet the 30 percent AMI rent for a minimum of five years. After the first five-year period has expired rent may be increased to the 40 percent rent limit over a three-year period. Projects can receive eight points for restricting 50 percent of units to 30 percent of AMI.

Other Policies

Developments providing permanent housing for individuals experiencing long-term homelessness must submit a supportive housing narrative that provides information such as characteristics of the targeted population, experience serving this population, anticipated outreach and referral sources, collaborating partnerships, tenant selection and occupancy requirements, service plan implementation, and service funding.

Development Experience

None.

Mississippi (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria

All developments must commit to provide a minimum of two community services in at least two unrelated areas not otherwise typically present in low-income rental housing. Examples include personal development services (computer classes, GED training, job training); counseling programs (credit counseling, mental health programs); child development (child care services, parenting classes); and community awareness

events/activities (drug and alcohol prevention, health/nutrition, health fair). (Note: New to 2011 QAP)

Set-Asides

None.

Scoring Incentives

QAP awards a maximum of 12 points if developments provide tenants unrelated significant amenities not otherwise required by the entity providing financing or typically present in low- income rental housing. The point scale is the following:

- 5 points for two amenities
- 8 points for four amenities
- Additional points per amenity up to a maximum of twelve points in this category

Amenities include: furnished clubhouse or community building with designated tenant activities and meeting rooms; tenant security; playground area and equipment; fitness center; laundry facilities; on-site business/education center.

(Note: 2011 QAP replaced scoring incentive for community services with a minimum requirement. Scoring incentive for amenities was amended in 2011 QAP)

Other Policies

Applicants must provide an original copy of the formal contractual agreement between the ownership entity and the service provider and MHC's Community Service Certification form for each community service. The tenant community services must be:

- Provided for a minimum of ten years;
- Well designed to adequately address the various needs of the tenant base;
- Be provided each quarter and each service represented must be offered at least once per year at a time conducive to maximum tenant participation;
- Kept current as to changing tenant needs, economic conditions and social change.

(Note: New to 2011 QAP)

MHC has developed a listing of areas in the state which will be treated as difficult development areas (DDAs). Eligibility will be based on production of housing units that will serve special needs populations (elderly, homeless, physically and mentally disabled, or veterans). Applicants must provide a written certification that they will serve these designations, in addition to representations made in the tax credit application. (Note: New to 2011 QAP)

Development Experience

Mississippi Home Corporation awards a maximum of **10 points** to the general partner if they have previous experience in the development of the type of housing activity proposed. **QAP awards 10 points if the principal member(s) can verify that they had at least one qualifying development in service after January 1, 2008. QAP awards five points if the development was in service after January 1, 2005 for MS housing tax credit developments. Additionally, all members of the general partner must be in good standing with all MHC programs. Development experience points will not be awarded if a principal of the general partner entity has any outstanding major noncompliance issues which occurred any time prior to one hundred twenty (120) days before the close of the application cycle.**

(Note: Increased point allocation new to 2010 QAP; guidelines new to 2011 QAP)

Missouri (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

None.

Other Policies

Developments that provide housing opportunities for persons with special needs are strongly encouraged. Proposals that commit to a special needs set-aside of no less than 10 percent of total units up to a maximum of 100 percent of total units will receive priority consideration. MHDC will approve up to two applications

from the special needs housing priority for an allocation of nine percent Credits outside the geographic set-aside. Selection of the two qualified applications will be limited to one proposal which sets aside 100 percent of its units for persons with special needs and to a second proposal which sets aside at least 10 percent of its units for persons with special needs. The two special needs developments chosen outside the geographic set-aside will not exceed a cumulative total of 80 special needs and non-special needs units for both developments combined. MHDC can approve nine percent Credits for additional applications from the special needs housing priority within the limits of the geographic set-aside. (Note: new to 2011 QAP.)

A person with special needs is a person who is physically, emotionally or mentally impaired or suffers from mental illness; developmentally disabled; homeless; or a youth aging out of foster care. A development with a special needs set-aside may not give preference to potential residents based upon having a particular disability or condition to the exclusion of persons with other disabilities or conditions. Applicants must submit a draft referral and support agreement with the lead referral agency; a description of the experience, ability, and capacity of the lead referral agency to provide services; a marketing plan; documentation of supportive services appropriate to each type of special needs population; and an affordability plan addressing the type of rental assistance or rent structure that will make the targeted units affordable to special needs households with extremely low income. (Note: new to 2011 QAP.)

Applications are evaluated using federal preferences, state priorities, and selection criteria. The state does not employ a point system. One of the priorities is to encourage developments that offer more than housing. Proposals that offer significant services tailored to the tenant population are a priority. To be considered under this priority a development must target a specific population. Examples include but are not limited to: (1) Elderly households (2) Individuals with children (3) Formerly homeless individuals and families (4) Individuals with physical and/or developmental disabilities. Developments that wish to be considered under this priority must fully complete the applicable sections of the FIN-100 and provide the following with their application: (i) A detailed supportive services plan which explains the type of services that will be provided, who will provide them, how they will be provided and how they will be funded; (ii) A services budget which includes a breakdown of both sources and uses; and (iii) Letters of intent from service providers anticipated to participate in the development's services program.

Developer Experience

Developments targeting 100 percent of the units to special needs households must be designed and constructed in accordance with universal design principles. Developments with a special needs set-aside less than 100 percent must increase the number of units accessible to the mobility impaired from the 55 percent minimum to a percentage that matches the special needs set-aside. (Note: new to 2011 QAP)

Development Team Characteristics: The following development team members will be evaluated: Developer, General Partner(s), Management Agent, Syndicator(s)/Investor(s), Contractor, Architect, and Consultants. Evaluations will assess the experience, performance, financial strength and capacity to complete the proposed development in a timely and efficient manner. A development team's experience with affordable housing, MHDC and the type of development being proposed is important.

Items considered will include, but are not limited to:

- Number of affordable developments completed
- Occupancy of developments owned and/or managed
- Number of developments in the planning and development stages
- Quality and condition of previously completed developments
- Previous and outstanding compliance issues
- Performance of previously completed developments
- Performance regarding MHDC deadlines for previous funding awards

The general partner, developer, and general contractor that are proposed as the development team for an application shall be assessed for their capacity to successfully manage the predevelopment, closing, construction, and lease-up of the proposed development in addition to previously approved properties that are currently in those stages of development. Development team members that are not in good standing with MHDC or its programs will not be approved for funding.

Montana (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards one point for each 10 percent of units targeting special housing needs including: family units, handicapped units, and units targeting the elderly and persons of disability. In the case of the elderly and persons of disability, the project must include a written agreement with a service provider or advocate for the target group.

QAP awards five points to developments involving “significant participation by a local tax-exempt organization,” including, for example, nonprofit provision of on-site services.

Other Policies

Agency may permit exceptions to minimum replacement reserve requirements for certain special needs or supportive housing developments. Exceptions are documented and reviewed on a case-by-case basis.

Developer Experience

Sponsor characteristics up to **10** points (Note: 2011 QAP increased points from nine in 2010).

- Participation by an entity with a demonstrated track record of quality experience in completed development or management of low income housing tax credit projects. The Board will consider all members of the development team and whether housing projects have been developed and operated with the highest quality either in Montana or another state. Special attention will be paid to existing projects, amount of active local community participation used to develop projects, and a management entity with a good compliance track record and specialized training. If an entity has a poor demonstrated track record with respect to developments in Montana or in another state, the Board reserves the right to allocate up to ten (10) negative points. The MBOH reserves the right to contact community officials, developer team references, credit bureaus, other state tax credit administering agencies and all other sources as appropriate (0-5 points or as much as minus (-) 10 points for failure to respond within 10 working days of MBOH letter of inquiry).
- Demonstration of a Montana presence. In order to assist in providing a better quality product consistent with the purposes of the MBOH and federal law, a development will qualify for points if a member of its development team is Montana based. One (1) point will be awarded for each of the following (0-4 points maximum):
 - Developer or Project Manager
 - Contractor or Construction Manager
 - Either the Consultant, Syndicator, Attorney, Accountant, Architect or Engineers

If a developer has existing project(s) in Montana with a demonstrated quality product. A developer must demonstrate active local community participation used to develop projects.

Nebraska (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle or, if qualified, within the CRANE set-aside. In addition, such projects have potential competitive scoring advantages.

Threshold Criteria

None.

Set-Asides

QAP will set-aside up to 33 percent of Nebraska's annual LIHTC authority for the Collaborative Resources Allocation for Nebraska (CRANE) program (Note: new to 2011 QAP), which, among other goals, seeks to encourage developments that 1) provide quality of life improvements such as community facilities, needed social services or public infrastructure; or 2) provide special needs housing, including housing for distressed populations with incomes below 30 percent AMI. **All CRANE applications will be scored and compete against other CRANE applications, with a maximum of \$1,000,000 of LIHTC allocation for any single development in the CRANE set-aside. (Note: new to 2011 QAP)** The CRANE program provides targeted resources to communities, for-profits and nonprofits that demonstrate they have assessed the needs of their particular community with respect to economic development, housing development, community development, special needs populations (i.e., people with mental or physical disabilities), and have identified specific solutions to address those needs.

Scoring Incentives

QAP awards one point if the developer owner has entered into an agreement with a local supportive service provider and/or a Medicaid-enrolled provider authorized through the Nebraska Health and Human Services as a regional network provider that offers services to persons with physical or mental disabilities.

QAP awards up to six points to developments documenting a specified percentage of units are specifically equipped for persons with physical and/or mental disabilities. Such developments must have certification from development architect stating the number of units that will be designed to meet the American National Standards for buildings and facilities providing accessibility and usability for persons with disabilities and an executed agreement with a local service provider with the demonstrated capacity to provide on-site supportive services in one or more of the following population groups:

- Homeless or displaced individuals or families who lack a fixed, regular, and adequate nighttime residence;
- Persons with physical disabilities (including vision impairment, hearing impairment, etc.), manual disabilities or speaking disabilities, in each case which result in a functional limitation in access to and use of a building or facility;
- Adults with developmental disabilities;
- Adults who (1) have been committed to the state for mental health services, (2) have a serious mental illness, or (3) have a substance abuse problem, have received primary treatment for such problem and who are in recovery; or
- Other special needs populations. See description of eligible services below.

QAP awards three points to developments documenting a plan with a qualified supportive services provider to provide services not otherwise available to the tenants. The identified services must be tailored to the needs of the development's target population. If services are not provided on site, a plan detailing the transportation of tenants to and from the service provider must be included in order for points to be awarded in this category. A supportive services plan must be submitted. The services will be evaluated based upon the terms of the supportive service

agreement, independent financing of fees to pay for the services, the experience of the service provider, and the importance of the service in enhancing a tenant's standard of living. The supportive services agreement will be incorporated into the Land Use Restriction Agreement.

For applicable scoring categories described above, eligible services may include, but are not limited to:

- Hiring a full-time social service coordinator, or, if a social service coordinator is provided through a third party, an executed agreement between the two parties must be submitted, and the coordinator must be dedicated to the development for at least 20 hours a week;
- Providing child care services either on site or linked to outside childcare centers;
- Providing health care services either on site or linked with a local health care provider;
- Providing job training programs on site or linked with a local training center;
- Providing personal care and/or housekeeping services on site;
- Providing at least one congregate meal on site;
- Providing adult day-care services;
- Providing transportation for the residents; and/or
- Providing services targeted toward adults with a behavioral health disorder such as mental illness, alcoholism, drug abuse, gambling or other addictive disorder.

Supportive services may range across a wide continuum of care (such as meal preparation, housecleaning assistance, etc.) to high level (such as substance abuse and mental health supports) to medically intense (such as skilled nursing) and will vary from tenant to tenant depending on their particular physical, psychosocial and/or mental limitations and may vary for each tenant over time.

Other Policies

None.

Developer Experience

Nebraska Investment Finance Agency (NIFA) reserves the right not to allocate LIHTC to any development, regardless of ranking/scoring, if NIFA determines in its sole discretion that the development does not further the purpose and goals of the LIHTC Program. For purposes of this determination, the information taken into account may include, but is not limited to, comments from officials of local governmental jurisdictions, the applicant/sponsor's experience and performance and the applicant/sponsor's prior dealings with NIFA and other states' LIHTC programs. The prior performance considered may include, but is not limited to, progress achieved with previous Conditional Reservations, development compliance and payment of monitoring fees.

Nevada (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to 12 points to developments based on overall rent and income targeting. A development's overall rent/ income level is determined by multiplying the percentage of total units within each rent level(s) by the rent/income level in percentages. Maximum points are awarded to developments in which 100 percent of units are rent and income targeted at the 30 percent level or below.

QAP awards up to eight points to developments based on the number of supportive services provided to tenants. The development must document how the service will be provided and paid, including copies of agreements with community-based organizations for providing the service. The development must provide the service for the initial IRS 15-year compliance period, and must not allow more than a 30-day gap in service provided. Points are based on the number of eligible services provided. Such services include: providing prepared meal (daily), transportation services with on-site van service (minimum 3-day week), on site service coordinator with an on-site office (minimum 20 hours per week), and on-site service coordinator (minimum 40 hours per week).

(Note: 2010 QAP eliminates points for special needs and senior projects that commit 20 percent of their units to the disability community)

Other Policies

All developments must compete in one of eight eligible project categories. One eligible project category is new construction developments targeting special needs housing. To qualify for this category, at least 20 percent of the units must serve one or more of the following populations:

- Persons with physical disabilities;
- Persons with developmental disabilities;
- Persons with mental illness as defined by the National Institute of Mental Health;
- Permanent supportive housing for persons and families who are homeless;

- Victims of domestic violence; persons with HIV/AIDS (as diagnosed by a board certified physician in Nevada);
- Transitional housing for persons released from incarceration, including persons paroled or on probation; transitional housing as defined in IRC Section 42 (i)(3)(B)(iii);
- Persons with drug, substance and/or alcohol abuse behavior, where the individual is in a state of recovery or is currently receiving treatment and/or counseling for the abusive behavior; and
- Persons with Alzheimer's/Dementia.

Services and care provided to special needs populations must be provided for the initial 15-year affordability period. Services for special needs populations must be optional to tenants residing in restricted units. Any cost associated with services must be separated from the rent.

The sponsor must provide a description of services provided and/or available to low-income tenants and the estimated costs of these services. The sponsor must provide a list of services provided at the facility, the cost of each service, and a description of how the cost for services will be funded, especially for tenants that may not have the means to pay for the level of care. The subsidization of services to low-income tenants may be accomplished through a mixed-income project in which residual income derived from the market-rate units subsidize the services received by low-income tenants.

Nevada Housing Division allocates credit in order to further certain principles and priorities, including reserving credits to provide a reasonable mix of affordable housing projects, populations served (e.g. elderly, special needs) and type (e.g. mixed use, assisted living). (Note: New to 2011 QAP)

Developer Experience

Project Sponsors must demonstrate sufficient organizational capacity to develop and manage low-income housing projects. To make this demonstration, the Division requires applicants to provide the following additional information with the Tax Credit application:

- *Housing Experience*: The Project Sponsor must submit an addendum to the application providing a description of at least five projects developed/managed, including the name and location, date construction began, the date lease-up began, current occupancy levels, and permanent financing sources. Organizations with less than five projects will be considered if they have received an allocation of Tax Credits within the last three years and if the project(s) is in good standing. A copy of the recorded Declaration of Restricted Covenants must be provided for these projects. If the Project Sponsor is a Nevada based developer and the declaration of restrictive covenants are filed and on record with the Division, simply state the name of the completed project. In addition the sponsor must list the project team (Sponsor/Applicant, General Partners, Managing Partner(s) Attorney, Accountant, Property Manager, General Contractor, Architect, Seller of Land (Building), Syndicator, Investors) and state if there is an affiliation and or interest with any other members the "team".
- *Compliance History*: The Project Sponsor must demonstrate a satisfactory record of compliance with regulatory and program requirements. Applicants must provide an addendum to the application describing outstanding compliance violations cited during project monitoring reviews by Federal, State, or local funding agencies. If

there are no outstanding compliance violations, the applicant may simply indicate that there are no outstanding negative compliance findings. The Division may reject applications and/or make reductions to application point totals in cases where Project Sponsors have significant outstanding uncorrected IRS form 882310 or have outstanding compliance violations issued by other federal, state, or local funding agencies.

Special Needs Housing Experience

Project Sponsors of special needs projects must demonstrate a minimum of three years of experience providing a service or assistance to persons with special needs. Organizational information included in the application package must demonstrate the minimum of three years of experience and provide a summary of the supportive services provided to residents.

QAP awards up to 10 points to special needs developments based on experience of the sponsor or general partner developing special needs housing and/or delivering services relating to the special need. All special needs projects are ranked based on such experience and the top two are awarded points (10 points for the top ranked project and five points for the second ranked project). For purposes of this ranking, the number of months of experience is weighted 70 percent and the number of housing units developed is weighted 30 percent. The sponsor must have a minimum of three years experience verified by a dated document, such as the articles of incorporation, showing the number of years the organization has provided the service.

New Hampshire (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards between **2 and 20 points** (between three and 20 points in 2010) to *family developments* offering service-enriched housing. To receive points, services must be actively linked to the project, not simply provided to the community at large and the applicant must submit documentation as defined and required in Appendix L. Projects scoring under this section must continue specified use for period specified, and can receive points for one of five service delivery levels described below.

- ***Service Coordination:* Service Coordination that must include on-site services to tenants on a regular basis with toll-free telephone availability between on-site visits. Service Coordination must also have at a minimum: service needs assessments of all tenants on move-in and annually thereafter, linking tenants to the services/resources they need to remain in independent housing and community building to assist the residents in meeting their social and emotional needs. A commitment of financial support for at least three years is required. (Two points) (Note: new to 2011 QAP)**
- *Supportive Housing Serving Homeless:* At least one member of each household must be homeless or at imminent risk of homelessness immediately prior to tenancy and be identified as meeting services to maintain housing. Types of projects eligible for points in this category include, but are not limited to transitional housing and permanent supportive housing and can include single room occupancy (SRO) model. Any project scoring in this section must have a design and service package that comprehensively addresses the needs of homeless or at risk clientele. (20 points)

(Note: Three family project delivery levels present in the 2010 QAP were omitted in the 2011 QAP.)

QAP awards between five and 20 points to *senior developments* offering service-enriched housing. To receive points, services must be actively linked to the project, not simply provided to the community at large and the applicant must submit documentation as defined and required in Appendix L. Projects scoring under this section must continue specified use for period specified, and can receive points for one of five service delivery levels described below.

- *Service Coordination:* Service coordination provided on site to tenants on a regular basis with toll-free telephone availability between on site visits and a commitment of financial support for at least three years. Service coordination must include, at minimum: service needs assessments of all tenants on move-in and annually thereafter; linking tenants to the services/resources they need to remain in independent housing; and community building to assist the residents in meeting social and emotional needs. A commitment of financial support is required for three years. (5 points)
- *Service Coordination Plus:* Service coordination and at least one additional service (ex: meals, transportation) regularly provided on site and a commitment of financial support for at least three years. A minimum of 20 percent of tenants selected for occupancy must be elderly who are identified as needing the services being provided. (10 points)
- *Congregate Care:* Substantial level and range of services are integrated into the housing to support tenant needs. Services must include, at a minimum, service coordination (see above), one congregated meal a day, and weekly homemaking. A minimum of 20 percent of the tenants selected for occupancy must be elderly who are identified as needing the services being provided. Owner must provide operational and financial support. (15 points)
- *Congregate Care Plus:* Congregate care and a personal care service package that provides for tenants' intermittent care needs 24-hours a day. The bundled personal care services are encouraged to increase affordability. A minimum of 20 percent of the tenants selected for occupancy must be elderly who are identified as needing the services being provided. Owner must provide operational and financial support. (20 points)

Other Policies

To receive points for any of the nine service-enriched housing levels described above, developments must provide the following additional information:

- The number of units.
- The number of hours per week the program will operate.
- How residents will be informed that Resident Coordination is available.
- Whether there is community or meeting space for program staff and activities on site and office space available for the service coordinator on site.
- The eligibility criterion for services.
- The role and relationship between property manager and service provider in implementing the program.
- The scope of services to be delivered including the plan for offering community-based programs at the property and issues the proposed resident service coordinator would address with the residents. If contracting with a provider for service coordination, a letter of agreement signed by both parties must be submitted with the proposal.
- The three-year program budget information, including personnel costs, program expenses, administrative and overhead costs, and sources of funding.

Developer Experience

Projects may be rejected at any time during the allocation process (from application up to completion and issuance of the IRS Form 8609 at the sole discretion of the Authority for failure to meet General Criteria such as: The project's developer or any party affiliated with the development team does not have the experience ability to successfully complete the project or has failed to meet the objectives of the program on past proposals.

New Jersey (2011 QAP, draft)

Supportive housing developments are an eligible use of the Credit and, if qualified, may compete in any of the agency's four cycles. In addition, such projects have potential competitive scoring advantages.

Threshold Criteria

None.

Set-Asides

Agency allocates Credit in four cycles—family, senior, supportive housing, and final. A project cannot simultaneously compete in more than one cycle.

The Supportive Housing Cycle receives 12.5 percent of the available tax credits and the maximum annual allocation of credits to projects competing in this cycle is \$1,000,000. Supportive housing projects must have a minimum of 10 units or 25 percent of the total project units, whichever is greater. They also must rent to individuals with special needs and provide at least three appropriate services. There must be an executed agreement between the proposed owner entity and a supportive services provider that will submit a social services plan consistent with requirements outlined below. **(Note: New to 2011 QAP)**

Scoring Incentives

The Supportive Housing Cycle includes its own point categories:

QAP awards up to five points in supportive housing cycle to developments for which the required social service plan incorporates the following:

A description of the targeted population, which may include a range of services across a wide continuum of care and intensity appropriate to the target population(s). The description must acknowledge that special needs tenant does not have to utilize the services appropriate to the target population(s). The social service plan must address the specific appropriate and needed services to assist tenants to maintain their housing and stable community living at no cost to the tenant. Appropriate and needed services must be supported by supportive service agreements and evidence-based practice, research and/or direct practice experience. Supportive housing projects must have, at a minimum, a social service coordinator. The supportive services plan must address the following:

- The social service provider(s) must demonstrate(s) three or more years of experience in providing social services to the target population(s) or to a related special needs population;
- A description of the proposed services that will benefit the targeted population including the location of services (that is, on-site or in the community) and documentation to support how these services will be funded
- A description of how the service provider will facilitate tenant/landlord relationships, including detailed eligibility and ineligibility criteria for tenant selection and screening, as well as a plan for problem resolution to minimize evictions for supportive housing tenants; and
- Provision for at least one of the following services

- 24-hour, seven-day a week on-call crisis response capability
- Financial management training from a qualified provider and ongoing budgeting support; and
- Linkage and ongoing follow-up services to health care, including dental care, and physical health care and primary health care prevention services

QAP awards one point in supportive housing cycle to developments that provide on-site or off-site education for tenants; and one point to supportive housing developments that provide job training and job search assistance and support to tenants. Applicants shall provide evidence of funding commitments and signed agreements with qualified service providers specifically identifying a detailed scope of the services to be provided and term for the provision of these services.

Applicants that plan to develop all of the units as lease-based permanent supportive housing (no time limit for tenancy and/or program participation) shall be awarded two points.

Applications that evidence rental assistance funding commitments from the HUD McKinney-Vento Programs or other government source(s) of project-based or sponsor based rental assistance for all the special needs units shall be awarded two points.

Projects that encourage integrated community living opportunities, including mixed-income projects, mixed-special needs projects, and scattered site projects, shall be awarded two points.

QAP awards up to three points in family or senior cycles for provision of social services for the compliance period. One point is awarded per service offered. To receive points, the services must be affordable, appropriate, available and accessible to the project's tenants. Applicants must provide evidence of funding sources or documentation of how the services shall be paid, experience of the service provider for both provision of social service and fulfillment of prior private or governmental contracts, and firm agreements (executed contracts) with service providers for the services.

QAP awards one point for projects in the senior cycle that set-aside 20 percent of the units for the frail elderly.

Other Policies

All developments must describe in narrative format the proposed development, including all amenities and services and an explanation of how the services shall be funded.

In general, developments are allowed a developer fee of up to 15 percent of total development cost. Supportive housing developments are one of three project types that are allowed a developer fee of up to 20 percent of total development cost.

Supportive housing projects applying to any cycle shall submit the following items in

- A supportive housing population needs analysis;
- A supportive housing marketing plan;

- Evidence of the supportive housing development, or management and/or supportive services experience of the owner entity, property management entity and/or social service provider who will be providing the property management and/or supportive services to the residents;
- Sources of funding and a social services plan that includes a detailed description of the scope of services to be provided to the individuals with special needs. If the social service provider is partnering with other community services, that relationship must be substantiated with executed letters of agreement detailing services to be provided and term thereof;
- An executed supportive services agreement between the supportive services provider and the owner entity; and
- Evidence of receipt of rental assistance or operating subsidy commitment(s) for special needs populations below 30 percent of area median income and/or evidence that the supportive housing units are affordable to the target population.

Social service plans for supportive housing developments must address the service needs of the target population and may include a range of services across a wide continuum of care and intensity appropriate to the target population(s). Appropriate and needed services must be supported by evidence-based practice, research and/or direct practice experience. Each special needs tenant does not have to utilize all of the services provided by the project; however, the services must be available at no cost to the tenant. Supportive housing projects must have, at minimum, a social service coordinator a description of the targeted population, a description of proposed services, and a description of tenant/landlord relationships.

For purposes of the supportive housing cycle, special needs populations include individuals and families who are in need of certain types of homes and/or community-based supportive services, usually on an ongoing basis, in order to remain capable of independent living in communities. Supportive services range across a wide continuum of care (such as meal preparation, assistance with housecleaning, etc.) to high level (such as substance abuse and mental health supports) to medically intense (such as skilled nursing) and will vary from person to person depending on their particular physical, psycho-social, and/or mental limitations, and may vary for one person over time.

Developer Experience

For successful development experience in two tax credit properties with 93 percent occupancy and at least a 1.15 percent debt service coverage ratio for six consecutive months. (Two points)

New Mexico (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to either 20 points to developments in which at least 25 percent of units are reserved for special needs households or five points if five percent of units are reserved for special needs households. Such households include homeless people and/or people with physical or developmental disabilities or chronic illness. "Reserved" for Special Needs Households will mean that the units may not be rented to other households unless the unit has been marketed for 30 days and no qualified households have been referred by the Local Lead Agency (LLA). To receive these points, the Applicant will need to provide a copy of the signed MFA-approved agreement (form provided with Application) with the LLA for the geographic area where the Project is to be located at Application. The Applicant will provide notice of available units to the LLA. The LLA will be responsible for providing services for the duration of the Project and for referring qualified tenants as soon as set aside units become available. Projects in areas without a LLA will commit to signing an agreement with the LLA as soon as one is identified.

Other Policies

QAP limits total development cost per unit for new construction projects to 130 percent of the weighted average total development cost per unit for all new construction projects submitted in the same round. Acquisition/rehabilitation projects are limited to 100 percent of the weighted average total development cost per unit for all new construction projects submitted in the same round. For special needs and senior housing developments having at least 10 percent of their gross square footage devoted to common areas for social and recreational use, limits increase to 150 percent of the weighted average total development cost per unit for new construction projects or 115 percent of the limit established for acquisition/rehabilitation projects. **(Note: The 2011 QAP eliminated the need for Special Needs Housing to submit a "Social services Plan". It is now only required for Households with Children or Senior Housing Tenants)**

"Special Needs Households", as defined in the QAP, means households in which an individual or household member is in need of supportive services, tenancy supports, and housing and has a substantial, long-term disability, which includes the following: serious mental illness; addictive disorder; households/individuals who are homeless. (Note: Expanded definition in the 2011 QAP).

The New Mexico Mortgage Finance Authority sets housing priorities, including projects that service lower income tenants (earning no more than 40 or 30 percent of median income) and projects that serve special needs households.

Developer Experience

Development Team Review: Staff will review the qualifications of each Development Team member to determine capacity to perform in the role proposed. Considerations may include related experience, financial capacity, performance history, references, management and staff, among others. An Application may be rejected or substitutions requested if the Development Team or any member thereof is unsuitable as determined by MFA.

New York

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Note: Three agencies allocate Housing Credit in New York using different allocation plans: the New York State Division of Housing and Community Renewal (DHCR), New York State Housing Finance Agency (HFA), and New York City Department of Housing, Preservation and Development (HPD). Of the three, only HFA has new policies since 2010.

DHCR (2011 QAP)

Threshold Criteria and Set Asides

None.

Scoring Incentives

QAP awards five points if the project will give preference in tenant selection to persons with special needs (includes persons with HIV/AIDS; persons with alcohol/substance abuse disorders; persons with psychiatric disabilities; homeless persons and families; persons with physical disabilities; persons who have been victims of domestic violence; persons with mental retardation/developmental disabilities; frail elderly persons; or any other population so designated by the division), with priority being given to such persons who have served in the armed forces of the United States for a period of at least six months (or any shorter period due to injury incurred in such service) and have been thereafter discharged or released therefrom under conditions other than dishonorable, for at least 15 percent of the LIHC-assisted units and whether the persons with special needs will be served by supportive services as evidenced by a 17 comprehensive service plan and an agreement or commitment in writing with an experienced service provider.

QAP awards up to five points for provision of fully accessible and adapted, move-in ready units. Developments in which at least five percent (rounded up to the next whole number) of the project units are fully accessible and adapted, move-in ready for person(s) who have a mobility impairment and the unit(s) will be marketed to households with at least one member who has a mobility impairment; and at least two percent (rounded up to the next whole

number) of the project units are fully accessible and adapted, move-in ready for person(s) who have a hearing or vision impairment and the unit(s) will be marketed to households with at least one member who has a hearing or vision impairment are eligible for two points. Developments in which the percentages of units meeting the requirements above are equal to or exceed 10 percent and four percent (rounded up to the next whole number), respectively, are eligible for five points.

Affordability (five points). Projects will be scored on the percentage of LIHTC units in the project which will be affordable to persons with the lowest incomes (e.g., 30 percent, 40 percent, or 50 percent of area median income).

Supportive housing shall mean projects that give preference in tenant selection to persons with special needs for at least 30 percent of the LIHC-assisted units. To be considered supportive housing:

- The applicant must document the need for housing for the targeted population within the primary market area;
- The applicant must ensure the delivery of appropriate services, for which a documented need exists, to the targeted population as evidenced in a comprehensive service plan and an agreement in writing with an experienced service provider;
- The applicant must include a transportation plan to ensure access to necessary services;
- The applicant must have funding in place or identify a viable plan for the funding of appropriate services;
- The applicant must include provision for an ongoing rental subsidy or other form of subsidy which will be available to ensure that rents paid by the targeted population remain affordable; and
- The applicant must identify, and have a written agreement with, a public agency or experienced service provider that will refer eligible persons and families for the targeted units.

QAP specifically states that the division reserves the right to set aside credit for the purpose of implementing the State's housing goals, including, but not limited to, supportive housing projects.

Developer Experience

DHCR has three threshold criteria around developer experience:

- The project developer, owner and/or manager have successfully developed and operated projects comparable to the proposed project and have the capacity and experience to undertake, complete and operate the proposed project.
- The project developer, owner and/or manager and their principals do not include anyone who owns or manages an existing project for which an IRS Form 8823 has been issued and has not been corrected or otherwise resolved as determined by the supervising agency.
- The project developer, owner and/or manager and their principals do not include anyone who has participated in a publicly assisted capital project that has been determined to be out of compliance with statutes, rules, regulations, policies or agreements and has not been corrected or otherwise resolved as determined by the public agency responsible for supervising the project.

QAP awards 10 points for applicant's development and management team experience in the timely development and completion of low-income housing within approved development budgets, and the management of such housing within approved operating budgets in a manner consistent with all statutes, regulations and policies.

HFA (2011 QAP)

Threshold Criteria and Set-Asides

None.

Scoring Incentives

All projects applying for a State Credit Ceiling LIHTC Allocation shall be evaluated in accordance with the following scoring criteria (maximum of 100 points) [two of twelve categories]

- **Project Characteristics (maximum of 15 points):** (1) The project promotes the economic integration of tenants, by providing units at a variety of sizes and rents. (2) The project provides social services suitable for the intended tenant population (e.g., employment counseling, subsidized day care, etc.). (3) The project provides appropriate facilities for residents (e.g., community rooms, children's play areas, etc.). (4) The project's design and engineering will minimize maintenance and operating costs over the useful life of the project. (5) The project includes the use of existing housing as part of a community revitalization plan. **(Note: Points were increased from 10 points to 15 points in 2011 QAP)**
- **Tenant Populations with Special Housing Needs (maximum of 10 points):** (1) To the extent permitted by law, the project provides a significant amount of housing for populations with special housing needs such as the elderly or the homeless. (2) The project provides handicapped adaptable units above the minimum required by the Americans with Disabilities Act and/or any other applicable statute, ordinance or regulation.

Other Policies

QAP includes a general policy statement prioritizing developments that address the shelter, housing, and service needs of the homeless poor and others with special needs, including low- and extremely low-income elderly rental households.

Developer Experience

Threshold:

The project applicant has successfully developed and operated projects comparable to the proposed project and/or has, or will obtain, the capacity and experience to undertake, complete and operate the proposed project.

The sponsor and development team have a track record in developing housing of the type and scale proposed. (10 points)

HPD (2011 QAP)

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to 21 points to developments for project occupancy. Among the four criteria assessed, two are related to PSH:

- Permanent Housing for the Homeless – For this purpose, “homeless” shall be defined to mean either homeless singles or families referred by HPD, the NYC Department of Human Resources (HRA) or the NYC Department of Homeless Services (DHS)
 - Projects that set aside at least 10 percent of residential units for homeless.
 - Households with Children – Projects where at least 10 percent, 20 percent or 30 percent of the low-income units are two bedrooms or larger. Points are awarded on a sliding scale basis.
- Special Needs Populations – Special needs groups including homeless individuals and families, persons who are mentally ill or disabled, persons with AIDS, substance abusers, and survivors of domestic violence and their families (set aside will be reflected in the Regulatory Agreement)
 - Projects that set aside 35 percent or more of units for Special Needs groups and provide evidence of adequate provision of support services for the intended population by including a letter of interest from a social service agency [e.g. Office of Alcoholism and Substance Abuse Services (OASAS), Office of Mental Health, Office of Mental Retardation and Developmental Disabilities (OMRDD), NYC Human Resources Administration (HRA), or Department of Homeless Services (DHS)] stating that the agency has reviewed the project and determined the project will be eligible for operating subsidies and/or supportive housing services through the agency
 - Sponsors have previous experience in this type of housing or service delivery.

Other Policies

QAP includes a general policy statement prioritizing developments that create permanent housing for special populations (homeless families with children, homeless individuals, homeless mentally ill, other homeless groups, persons with AIDS, and mentally and/or physically disabled), and provide training and/or support services necessary to make the transition to independent living.

Additional reserves amounts necessary to provide operating assistance to support very low income, homeless or special needs populations may be permitted.

Developer Experience

Applicant Experience will be evaluated using criteria:

- Experience – Applicants (owner and/or developer) with demonstrated capacity for undertaking development, management, and/or ownership of a Low Income Housing Tax Credit project.
 - Successful experience as developer of a Low Income Housing Tax Credit project.
 - Success in the operation and/or property management of a Low Income Housing Tax Credit project.
- CHDO Organizations – Applicants that are HPD certified Community Housing Development Organizations (CHDO) under the HOME program.
- HPD Development History and Problems – Applicants that have previously received tax credit allocations or other development financing from HPD will be reviewed for outstanding problems on previous projects. Points will be deducted for applicants who are principals in any of the following:
 - Projects with outstanding instances of uncorrected Tax Credit noncompliance. (One point deducted for each uncorrected finding, up to a maximum of 15 points)
 - Projects with outstanding instances of uncorrected HOME noncompliance. (One point deducted for each uncorrected finding, up to a maximum of 15 points)
 - Projects whose credit allocations have been returned or recaptured by HPD. (Five points deducted for any return or recapture of credits)
 - Projects that are in default or work out status. (10 points deducted for any such status)

North Carolina (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but subject to favorable threshold requirements and potential competitive scoring advantages.

Threshold Criteria

All developments must target 10 percent of total units to persons with disabilities or homeless populations. Projects with federal project-based rental assistance must target at least five units regardless of size. Projects targeting units under this provision are not required to provide onsite supportive services or a service coordinator. Project owners must demonstrate a partnership with a local lead agency and submit a Targeting Plan for review and certification by the North Carolina Department of Health & Human Services. See minimum Targeting Plan requirements below.

To increase the stock of housing accessible to those with mobility impairments, all new construction developments must insure that five percent of all units in the development are fully accessible according to standards set forth in the North Carolina State Building Code. These units are in addition to mobility-impaired units required by federal and state law (including building codes). In addition, such units must meet designated bathroom toilet and shower requirements.

Set-Asides

None.

Scoring Incentives

If the project is in a high-income county, QAP awards **15 points** to developments in which at least 25 percent of qualified units are affordable to and occupied by households with incomes at or below 30 percent of county median income. **(Note: Increased from ten points in 2010 QAP)**

Other Policies

Agency specifies higher per unit development cost limits for certain projects, including developments serving persons with severe mobility impairments.

At minimum, Targeting Plans for Persons with Disabilities must include:

- A description of how the development will meet needs of the targeted tenants including access to supportive services, transportation, proximity to community amenities, etc.
- A description of lead agency experience and their capacity to provide access to supportive services, and to maintain relationships with the management agent and service providers for the duration of the compliance period.
- A memorandum of understanding (MOU) among the developer(s), management agent and the lead local agency. The MOU will include: (i) a commitment from the local lead agency to provide, coordinate and/or act as a referral agent to assure that supportive services will be available to the targeted tenants; (ii) the referral and screening process that will be used to refer tenants to the development, the screening criteria that will be used, and the willingness of all parties to negotiate reasonable accommodations to facilitate the admittance of persons

with disabilities into the development; and (iii) a communications plan between the project management and the local lead agency that will accommodate staff turnover and assure continuing linkages between the development and the lead agency for the duration of the compliance period.

- Certification that participation in supportive services will not be a condition of tenancy (not required for 100 percent transitional housing for the homeless projects).
- Agreement that for a period of 90 days after certificate of occupancy, the number of units specified in the application for persons with disabilities will be held vacant other than for such population(s).
- Agreement to maintain a separate waiting list for persons with disabilities and prioritize these individuals for units that become vacant after initial rent-up period, based upon the minimum number of units specified in the application.
- Agreement to affirmatively market to persons with disabilities.
- Agreement to include a section on reasonable accommodation in property management's application for tenancy.
- Agreement to accept Section 8 vouchers or certificates (or other rental assistance) as allowable income as part of *property management income* (vs. tenant income in 2008) tenant income requirement guidelines for *eligible tenants* and not require total income beyond that which is reasonably available to persons with disabilities currently receiving SSI and SSD benefits.
- A description of how the project will make units affordable to extremely low income persons.

Developer Experience

At least one Principal must have successfully developed, operated and maintained in compliance either one (1) North Carolina low-income housing tax credit project or six (6) separate low-income housing tax credit projects totaling in excess of 200 units. The project(s) must have been placed in service between December 1, 2003 and January 1, 2008. (The Agency may waive this requirement for applicants with adequate experience in the North Carolina tax credit program.)

Such Principal must:

- Be identified in the preliminary application;
- Become a general partner or managing member of the ownership entity; and
- Remain responsible for overseeing the project and operation of the project for a period of two years after placed in service. The Agency will determine what qualifies as successful and who can be considered as involved in a particular project.

All owners and Principals must disclose all previous participation in the low-income housing tax credit program.

Additionally, owners and Principals that have participated in an out of state tax credit allocation may be required to complete an Authorization for Release of Information form.

The Agency reserves the right to determine that a particular development team does not meet the threshold requirement of subsection (D)(1)(a) due to differences between its prior work and the proposed project. Particularly important in this evaluation is the type of subsidy program used in the previous experience.

North Dakota (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to 20 points to developments targeting a minimum percentage of units at 30 percent AMI or less. Elections in this category are incorporated into the Land Use Restrictive Agreement and are binding for the compliance period.

QAP awards up to nine points to developments in which a minimum percentage of units are set aside and rented to persons with special needs, including chronic or persistent mental illness, drug dependency, developmental disabilities, physical disabilities, the homeless, or frail elderly. Points are based on the percentage of units set aside – three points for 10 percent of units, six points for 15 percent of units, and nine points for more than 15 percent of units.

To earn points in this category, a development must:

- Demonstrate the need for the special type of housing based on market demand, the applicable Consolidated Plan, and findings of the local social service agency;
- Provide third party verification of the services appropriate to the targeted population; and
- Document a commitment from a service agency to provide ongoing services consistent with the needs of the targeted population.

These requirements do not apply to developments serving residents with physical disabilities. Instead, such

developments must:

- Demonstrate the need for the special type of housing based on market demand, the applicable Consolidated Plan, and findings of the local social service agency;
- Provide evidence that the unit/building configurations meet the specific needs of the targeted population; and
- Submit certification from an architect or applicant that the accessible units and common areas meet or exceed Federal Fair Housing Accessibility Guidelines.

QAP awards one additional point (up to three points maximum) for each physically accessible unit in special needs projects described above that is a two-bedroom unit or larger.

Other Policies

Specified projects are eligible for credits up to 130 percent of eligible basis, including: projects designed to primarily serve special needs populations (i.e. homeless or those requiring permanent supportive services) and projects that target 20 percent or more of the units at 30 percent of area median income or less. Applicants must provide a narrative explanation justifying the need to increase the eligible basis.

Developer Experience

NDHFA must be satisfied that those who will own and operate the property are familiar with, and prepared to comply with, the requirements of the program. This is evaluated in terms of

- Property ownership and development;
- Management experience; and
- Level of knowledge of the program demonstrated through preparation of the tax credit application.

Applicants new to the Low Income Housing Tax Credit program are required to partner with an experienced developer, sponsor or consultant i.e. someone with projects completed and operating successfully. An applicant who has not yet placed a Housing Credit property in service in North Dakota will be ineligible to submit a subsequent application for an additional project until the initial development is, at a minimum, under construction and proceeding on schedule. (Note: New to 2011 QAP)

Applicants who have been convicted of, enter an agreement for immunity from prosecution for, or plead guilty, including a plea of nolo contendere, to: a crime of dishonesty, moral turpitude, fraud, bribery, payment of illegal gratuities, perjury, false statement, racketeering, blackmail, extortion, falsification or destruction of records are ineligible. Applicants who have been debarred from any North Dakota program, other state program or any federal program are ineligible. Applicants having an Identity of Interest with any debarred entity may not be eligible at the sole discretion of NDHFA. The developer, general partner and owner will be required to complete IRS Form 8821, Tax Information Authorization as a condition of application for an allocation of credits. Other members of the development team may also be required to complete Form 8821. Information obtained from the IRS will be used

solely for the purpose of tax credit awards and the information will be safeguarded by the Agency to prevent improper disclosure.

NDHFA may inquire to other state allocating agencies relative to the Applicant's or Developer's performance history. Negative performance may result in the application being deemed ineligible at the sole discretion of NDHFA.

Ohio (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle or, if qualified, within the permanent supportive housing for the homeless target pool.

Threshold Criteria and Scoring Incentives

None.

Set-Asides

The plan provides a **\$4 million** (\$3 million in 2010 QAP) target pool for permanent supportive housing (PSH). **Permanent supportive housing projects must serve a population that meets the definition established in the Permanent Supportive Housing Policy Framework as adopted by the Ohio Interagency Council on Homelessness and Affordable Housing (ICHAH) on January 28, 2010. The guidelines for PSH tenants must include: tenants must be extremely low-income households (30 percent AMI or below) and a sole individual or an adult household member has a serious and long-term disability (which can be mental, emotional, physical, or caused by substance abuse). In addition, tenants must meet be homeless or at-risk of homelessness or institutionalization. (Note: new to 2011 QAP)** All proposals meeting the above definitions must compete in the PSH pool.

The State of Ohio supports a range of PSH approaches including: project-based rental assistance, sponsor-based rental assistance, and tenant-based assistance. These rental approaches can be paired with services by way of either single-site housing or scattered-site housing.

Among the requirements for this target pool are that (a) OFHA values projects that provide a commitment for rental subsidy for at least 50 percent of the units that is specifically committed to the project (c) general partners must be non-profit organizations with experience in developing, owning, or managing supportive housing for the homeless or special needs individuals/families (d) projects not serving the homeless or those at-risk of homelessness will be limited to one award. (f) Developments must also submit a supportive services plan as described below.

Applicants must provide a supportive service plan. A plan submitted to a local Continuum of Care or other entity may be submitted. The plan should address the following items:

- The population being served by the proposal.
- How will the supportive service plan address the needs of the specific population?
- How do you plan to evaluate the success of your supportive services plan? What formal and informal methods will be used to evaluate the success of the development in meeting the individual needs of the residents as well as addressing overall issues of homelessness? How will you convey this information to OHFA and other organizations?
- How will the physical design of the building(s), the project site and location enhance the lives of residents specific to their particular needs?
- How will residents be linked to services not directly offered by the on-site service provider?
- How will the project plans sustain supportive service provision over the life of the compliance period?

Other Policies

If a project will be serving a special needs population, it must identify the number of special needs households residing in the PMA. Indicate the percentage of these households that are required to meet the project's special needs set-aside. Special needs populations are permanent supportive housing for the homeless, senior housing, housing for persons with developmental disability, and housing for persons with severe and persistent mental illness.

Developer Experience

OHFA will conduct a review of the experience and capacity of potential general partners and developers prior to submission of Housing Credit applications for individual properties. The result of this review will determine whether an organization may participate in the upcoming program year and the maximum number of applications that may be submitted and maximum credit amount that such organization may be awarded as a general partner and developer. The level of participation may be extended to other roles on the development team at the discretion of OHFA.

The following criteria will be considered when making a determination:

- Past experience developing affordable housing using OHFA programs. Properties presently in service and those under construction will be considered, and the quality and success of previous developments will be taken into account, OHFA will also consider location and experience in the geographic areas to be served, experience with the type of housing product proposed and the past working relationships of the proposed development and ownership partners.

- Other affordable housing development experience using government funded programs, including existing properties and those under construction.
- The development capacity of the organization to complete construction of all current projects on time and within program requirements and application commitments.
- The financial capacity of the organization to ensure that construction will be completed on time and that work will be guaranteed for quality.
- The organization must remain in good standing with all OHFA programs in order to participate in the upcoming program year.

OHFA will use information submitted by the organization and other reasonable sources available to make these determinations, including reports and opinions of other public funding sources. OHFA reserves the right to place additional restrictions on applicants, further limit the number of awards.

Oklahoma (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards five points to developments dedicating at least five percent of the total residential units with rents set at 50 percent or less of the allowable Housing Credit rent for special needs populations. Special needs for this criterion may include, but are not limited to, homeless, persons with mental or physical disabilities, or individuals that are handicapped.

QAP awards 10 points to developments 100 percent dedicated to special needs populations. Special needs for this criterion may include, but are not limited to, homeless, persons with mental or physical disabilities, elderly, or individuals that are handicapped.

Other Policies

None.

Developer Experience

Applicants must demonstrate and document the extent of the capacity of their development team in developing, managing and operating the type of housing development being proposed. Applicants, General Partners, Developers or principles of, who are new to Oklahoma’s AHTC Program are limited to an award of tax credits for only one development until the 8609(s) have been issued and compliance staff has conducted their first visit. (Note: New to 2011 QAP)

Applicant/Owner Experience: QAP awards up to five points for applicants that have created four or more LIHTC developments.

Applications will be evaluated on the experience of Applicant and/or the Development Team in owning and successfully operating developments in the LIHTC Program. To meet the condition “Owning and successfully operating”, 8609s must have been issued for the development and OHFA Compliance Staff must have completed the first compliance monitoring. For Applicants/Owners, points will be based on the total number of successful developments that are operating in compliance with the Code.

Four or more developments	5 points
Two to three developments	3 points
One development	1 point

If applicant/owner experience is inadequate to score the full five points, the experience of certain Development Team members may be substituted or used in addition. However, no more than five total points will be awarded for this criterion, regardless of the additional experience of the Development Team members. Points may be awarded for the following Development Team members with experience in five or more LIHTC Developments:

Attorney	1 point
Consultant	1 point
Developer	1 point
General Contractor	1 point
Tax Professional	1 point
Project Architect	1 point

Oregon (Amended 2009 QAP, in use in 2011)

Oregon will use the Amended 2009 QAP for the 2011 funding cycle. Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but subject to favorable threshold requirements and potential competitive scoring advantages.

Threshold Criteria

QAP includes a threshold requirement for applicants to submit a resident services plan for residents in the proposed project, including a description of how and why those services are appropriate and how those services will be integrated and administered by management. The anticipated outcomes of such plans are: 1) through coordination, collaboration, and community linkages, to provide residents the opportunity to access appropriate services which promote self-sufficiency, maintain independent living, and support residents in making positive life choices; and 2) to effectively maintain the fiscal and physical viability of the development by incorporating into the ongoing management appropriate services that address resident issues as they may arise. See specific resident services plan requirements below.

Set-Asides

None.

Scoring Incentives

Project evaluation rewards projects offering appropriate resident services. Sponsors are encouraged to build service provisions into their operating expenses. Resident services are not intended to be limited to services provided on site, to residents at risk or with special needs, nor does it make participation in services mandatory for residents. It is intended to be a support system integrated into the housing and available to all residents. Resident services can be incorporated into the operation and management in a variety of ways. Common to many models, however, are the goals of helping residents achieve greater social and economic self-sufficiency and an enhanced quality of life. While supportive resident services offer assistance to residents facing a crisis, they should also focus on addressing problems and linking residents to community resources. The most effective resident service program encourages and supports resident participation in the decision making process. Resident services will be evaluated based on: 1) description of target population and their needs; 2) services appropriate to meet the needs of the target population; 3) description of proposed services including projected results in measurable terms; and 4) extent of collaboration and coordination of ongoing services after project completion. (Note: Resident services evaluation was included in 2007 plan, but this plan details further the evaluation criterion.)

Other Policies

Resident services plans must address the following:

- Description of service needs of the target population, including identification of the methods used and sources consulted in determining such service needs
- Description of methods used to identify the available services in the community, including efforts to coordinate and collaborate on the design of the resident service plan
- Identification of all proposed services, anticipated results, and service providers
- Description of resident service delivery, including responsibilities for service plan implementation and whether services are offered on site or referred to other providers
- Description of how the physical amenities of the project will be utilized in implementing the provision of services
- Identification of sources and amounts of additional resources used to implement the plan and a description of how services will be funded on an ongoing basis
- Identification of any collaborative agreement, memorandum of understanding, or contract negotiated in order to provide appropriate services to the target population
- Description of the methods used to evaluate the specific services offered, including how and when the anticipated results will be measured and if results are not as anticipated, what corrective action will be taken
- Description of criteria used for selecting a management agent committed to coordination of resident services and the hiring and training of a service sensitive staff
- Description of the process for ensuring ongoing coordination of the plan with the proposed management agent

QAP program goals include encouraging resident services and community involvement.

Developer Experience

Sponsor Capacity (Included in evaluation process of QAP)

- Sponsor's experience developing and owning housing.
- Prior project compliance with program regulations
- Readiness of sponsor's entity to develop and maintain the project
- Development team's experience developing housing

Pennsylvania (2011 QAP)

Supportive housing developments are an eligible use of the Credit. Such projects may compete in the general application cycle or, if qualified, within a supportive housing set-aside. In addition, such projects have potential competitive scoring advantages.

Threshold Criteria

Developments must provide a financing plan which evidences that at least 10 percent of the units are affordable to persons at or below 20 percent of the area median income, adjusted for family size. At least half of these units must be accessible. The development must evidence a viable plan to charge rents at levels affordable to persons at or below 20 percent of area median income throughout the compliance period. **An agreement shall be in place with appropriate referring entities (including those supported through programs of the Commonwealth's Department of Public Welfare) to assure the sufficient referrals for tenancy are received who are income-eligible and/or in need of the accessibility features.** The Restrictive Covenant Agreement will require that the extremely low rents are maintained and that a corresponding number of units are marketed to and set aside for such extremely low income households throughout the compliance period. **(Note: Language change in 2011 QAP: removed phrase that referred specifically to supportive service commitments)**

Set-Asides

QAP includes a supportive housing set-aside in the amount of five percent of the state per capita allocation. Applications for this set-aside may be either for general occupancy or for senior developments. To qualify, developments must:

- Provide at least 25 percent of the total units for developments of 20 or fewer units and at least 15 percent and no more than 25 percent of the total units for development with more than 20 units to eligible populations including persons that are homeless; or to non-homeless households that require supportive services including those with mental, physical, sensory, or developmental disabilities; persons with substance abuse disorders; persons diagnosed with AIDS and related diseases, and other special populations approved by the Agency on a case-by-case basis. Designated units must be rented only to the target population (subject to fair housing laws);
- Document the need for housing for the target population;
- Be located within two blocks of a public transit stop or include transportation in the site plan of services;
- Have funding in place or identify a viable plan for the funding of appropriate services for the duration of the compliance period;
- Provide a rental subsidy so that rents in Supportive Housing Units do not exceed 30 percent of household income; and

- Identify a lead agency that will act as a referral agent for the targeted units and have an agreement in place for that referral process. Services for the target populations cannot be a condition of residency for these or other units.

Scoring Incentives

QAP awards up to 10 points to developments providing service-enriched general occupancy housing. Such developments must provide a level and scope of services consistent with the anticipated needs of the designated resident population. QAP awards five points for meeting the minimum three requirements (see Other Policies). Developments receive an additional five points for establishing a services escrow account with sufficient funding for 15 years of service and meeting or exceeding the recommended minimum on-site staffing requirement. To receive points, developments must submit a supportive services plan as outlined below. **(Note: Points decreased from 15 in 2011)**

QAP awards up to 10 points to developments providing twice as many fully accessible units as otherwise required under local, state, or federal mandate, whichever is greater. The developer must certify that these units are accessible and, that during initial lease up, the developer will exclusively reserve the units for occupancy by persons needing the accessible units for the first 30 days. Thereafter, the developer must include certain provisions in the lease to allow the units to be occupied by persons who need the accessible features of the units, to the greatest extent feasible. Terms addressing the accessible units and the subsequent rental of these units must be incorporated in the Restrictive Covenant Agreement.

Other Policies

To receive points for serving any of the three designated populations described above, applicants must submit evidence that the development will provide appropriate services for the entire resident population for the duration of the compliance period. Evidence consists of a Supportive Services Plan specific to the development that:

- Is specific to the development and effectively addresses the anticipated service needs of the target resident population. Specifically, developments for populations with special needs should deliver or coordinate services that stabilize occupancy by improving residents' ability to uphold their lease obligations and enhance quality of life through improved access to services that support the needs of the targeted population.
- The plan must also include sufficient funds to implement the described plan of services. The agency recommends funding be set aside in a supportive services escrow account, but the development's annual operating budget, collaboration with a community-based service provider, or funds from other identified sources may be used.
- The plan must also specify a service provider with the capacity to deliver described services with sufficiently equipped staff. The recommended minimum is one hour on-site per week for every five units. Prior to issuing IRS Form 8609, agency requires confirmation from the service provider regarding availability of applicable services at initial occupancy.

Applicants requesting consideration for points for service-enriched housing as defined in the Selection Criteria must complete and submit a completed Services Provider Questionnaire. The questionnaire should be completed by the organization that will be the primary service/coordinator.

Supportive services plans must address the following:

- Anticipated resident needs and program goals, including identification of the target population and goals of the supportive services program, measurable target outcomes related to each goal, and a description of how the program will identify resident needs at start-up and respond to the changing needs of residents over time;
- Implementation of services, programs, and activities, including identification of who is responsible for providing each service, where the services will be provided, frequency of program or activity, eligibility requirements or fees for resident participation, and methods to market the service program and encourage resident participation;
- Staffing, including staff positions involved, their location and number of hours per week dedicated to services at the development, and supervision;
- Budget and source of funds, identifying annual cost and the source of funds to pay for services; and
- Coordination with and commitment of community resources, including a letter of intent from any service providers integral to the service plan describing their involvement.

In addition to the supportive services plan, applicants must complete a Service Provider Questionnaire demonstrating the capacity of the applicant to meet the needs of residents as described in the supportive services plan. This questionnaire collects information on the service provider's mission, goals, experience, and personnel.

Applicants may request a developer's fee in excess of the maximum allowable amount up to but not exceeding an additional five percent (exclusive of developer's fee based on acquisition costs) if the applicant commits to provide to the development an amount equal to the equity raised from the additional development fee of five percent for the provision of an internal rent subsidy for all units set aside to provide affordable accessible housing to persons with disabilities.

Developer Experience

The development team must have sufficient experience, as determined in the sole discretion of the Agency, to effectively own, design, construct, manage and operate a Tax Credit development. The development team members include the applicants, architects, general contractor, attorney, and the management agent. As appropriate, the experience of a housing consultant (including their ability to secure equity investment) or a housing management consultant may be considered in lieu of the applicant or management agent, respectively.

Puerto Rico (2011 QAP, draft)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

PRHFA will award **75 points** to Tenant Population with Special Housing Needs Projects developed to give priority and to assist special needs families through a written plan included in the application to provide supportive services to heads of family victims of domestic violence, elderly, disabled or HIV patients (an endorsement letter from the authority that provides supportive services to the targeted special population must be included). **(Note: Increase from 25 to 75 points)**

Other policies

Housing units, especially those dedicated to special needs population, must be located near transportation hubs, commercial zones, pharmacies and medical facilities. Population of 65 years or more is expected to grow at a rate of 16,572 persons per year. It will be an increasing problem during the next 10 years. (Note: New to 2010 QAP)

Preference will be given to projects that provide supportive services to families where members are victims of domestic violence, HIV patients, elderly, homeless or disabled.

PRHFA will award 35 point for an executed rental subsidy agreement, such as: (a) Agreement to enter into a Housing Assistance Payments Contract, between PHA and Owner, (b) Housing Assistance Payment Contract under Act Number 173 of August 31, 1973; or (c) HUD annual contribution contract for public housing operations subsidy or d) other similar long term public or private rental subsidy assistance.

Developer Experience

PRHFA will award 20 points if the Sponsor/Project owner can demonstrate successful past experience in the development of low income housing Tax Credit projects in Puerto Rico.

Rhode Island (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

The state does not employ a point system, but instead uses a comparative review process whereby each proposal is evaluated against other proposals in the competitive funding round for each review criteria category. Among its review criteria, the QAP gives priority to projects responsive to housing needs in a particular community including tenant populations with special needs and families. Proposals that provide appropriate and needed supportive services for residents in conjunction with a housing component are given strong consideration.

Other Policies

QAP references the state's Five Year Strategic Housing Plan, which identifies a need for permanent housing for those currently homeless, caused by among other reasons, housing affordability. Specifically, the Plan calls for Adequate and appropriate housing with supportive services for the very low-income, primarily single-parent households and for members of special needs populations, including the physically disabled, persons with mental illness, victims of domestic violence, veterans, persons with chemical dependencies, and the frail elderly.

Permanent supportive housing for the homeless must contain sleeping accommodations and kitchen and bathroom facilities and be located in a building providing services to the homeless. The portion of a building used to provide supportive services may be included in the qualified basis.

Pursuant to HR 3221 Title I – Housing Tax Incentives, Rhode Island will prioritize projects that provide housing for special needs populations, for very low income persons and families, and those projects which are consistent with the Rhode Island Housing Keepspace Communities principles for eligibility under the basis boost which is applicable to Difficult to Develop Areas (DDAs).

Proposals for service enriched housing, including single room occupancy, must submit a social services plan. This plan must describe the services to be provided, including the type of service, the appropriateness and sufficiency of services for the target population, the estimated cost of the services, the source(s) used to cover this cost, and a narrative description and resume for all service providers, demonstrating their organizational capacity to provide the appropriate services.

In general, proposed operating budgets are reviewed to determine adequacy and reasonableness of each expense line item, including but not limited to management fees, maintenance and administrative costs, replacement reserves, taxes, insurance, and costs of any planned tenant services.

Developer Experience

The development team will be evaluated for professional capacity to plan, build, market, and operate the proposed development. The performance record of the sponsor, consultant, architect, management agent and contractor will be measured by the quality and quantity of previous development, design, construction and property management efforts, as well as affirmative action records. Each team member is expected to demonstrate satisfactory prior experience on projects of similar scale and complexity; to have satisfactory professional references; and to devote sufficient staffing and resources to complete the proposed development. If a development team member does not have satisfactory prior experience, a written plan must be submitted to outline how this technical capacity will be achieved. The mortgagor and contractor will also be evaluated for creditworthiness and financial capacity. The composition of a non-profit sponsor's Board of Directors and the tenure of its respective members will be given significant consideration.

For service-enriched housing proposals, development team members will also be evaluated on the basis of demonstrated success in (i) the development, design and construction of housing with supportive services; and (ii) the planning and delivery of services including adequacy of staffing and/or oversight of third party contracts for services.

South Carolina (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

Agency employs a two-tier application process. Tier One analyzes site characteristics, market standards and development experience. Applicants must score high enough in Tier One review to be invited to submit a full Tier Two project application.

QAP (in Tier Two) awards five points for developments in which at least 80 percent of the units are designed, equipped and occupied by older person(s) 55 years of age or older, with the remaining 20 percent of units designed, equipped, and occupied by special needs populations. To be considered for this preference, the units must be

designed and equipped to serve the needs of the designated population and must submit a marketing plan with the application.

QAP (in Tier Two) awards five points for developments that set-aside a minimum of 10 percent of the total units for disabled and special needs tenants. Developments seeking points under this criterion must include a letter from the appropriate disability agency regarding the need for these units.

Other Policies

None.

Developer Experience

Developer Threshold

In order to participate in the LIHTC program either the developer(s), general partner(s) in a limited partnership or the managing member(s) of a limited liability company must have experience in one LIHTC development or other successful multifamily rental development of at least seventy-two (72) units or two (2) developments of at least thirty-six units each. Experience in one LIHTC development or other successful multifamily rental development of at least seventy-two (72) units means coordinating the development team in planning, financing and constructing a development through the receipt of Certificates of Occupancy and reaching stabilized occupancy. All developers, general partners or managing members must complete a Previous Participation Certificate (see Exhibit K). For developments awarded LIHTCs in which the developer(s), general partner(s) in a limited partnership or the managing member(s) of a limited liability company do not have previous LIHTC experience, the Authority will require that a management company with previous successful LIHTC management experience be hired for a minimum of two (2) years.

Developer Scoring Incentives (Tier 1)

Owners (which include individual(s), corporation(s), or in the case of a limited partnership, the general partners(s)) will receive points for previous development of successful LIHTC properties. The owner may include experience gained as an owner in another firm, but not as an employee of another firm. Experience in LIHTC development means coordinating the development team from the planning, financing and construction of a development through the receipt of Certificates of Occupancy and issuance of 8609s. Applicants must have a current ownership interest in the development(s) listed for points on Exhibit K. Experience will be awarded as follows:

1 LIHTC project	1 point
2 LIHTC projects	2 points
3 LIHTC projects	3 points
4 LIHTC projects	4 points

5 LIHTC projects	5 points
6 LIHTC projects	6 points
7 or more LIHTC projects	7 points

(Note: Maximum points increased from five to seven points in 2011 QAP)

South Dakota (2011-2012 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards 25 points to developments providing verifiable on-site services to the tenants depending upon the extent of the services. The services must be provided long-term. The services may be provided by the owner, the management company, or a third-party entity. The application must include a letter of intent from the service provider detailing the services, the tenants who will receive the services, the method of delivering the services, and the staffing for the service. A letter of need for housing is not adequate to obtain points in this section for the following: homeless, persons with physical disabilities, persons with mental disabilities, persons with developmental disabilities, frail elderly (Assisted Living or Congregate Care Facilities as defined under Definitions), or families with children. SDHDA has entered into an agreement with the Department of Human Services (DHS) promoting the full integration of citizens with disabilities into individualized housing settings rather than group homes. All housing designed specifically for people with disabilities must receive prior approval from DHS. Applicants who agree to offer services to these individuals in an integrated housing setting will receive points under this section. Applicants serving the homeless are required to participate in the Homeless Management Information System (HMIS) through SDHDA. (Note: Additional requirements compared to 2007 QAP and an increase in points.)

Other Policies

QAP allows for potential credit increase up to 130 percent for projects that provide the services described above.

Developer Experience

Projects will be awarded 10 points for each of the provable characteristics related to development experience:

- Participation by an entity with a demonstrated track record of quality experience in development or management of subsidized housing;
- Participation by an entity that does not have prior experience but can certify its attendance at housing tax credit development/compliance training and successful completion thereof , if applicable;
- Other creative financial partnerships aimed at achieving greater affordability.

Tennessee (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with a special set-aside of Credit and potential competitive scoring advantages.

Threshold Criteria and Scoring Incentives

None.

Set-Asides

QAP award up to 10 percent of the state tax credit allocations for developments serving households with special needs. After the Special Housing Needs Set-Aside is completely reserved, other qualified applications for developments qualified for the Special Housing Needs Set-Aside that have not received a reservation will be included and considered, along with other applications, in the general pool. (Note: New to 2011 QAP)

Other Policies

In order to qualify for the Special Housing Needs Set-Aside, applicants must propose a development that serves households with special needs in their initial application. Special needs housing is housing that has been constructed or rehabilitated with special features (e.g. location, design, layout, on-site services) to help people live at the highest level of independence in the community. For example, the unit may be adapted to accommodate special physical or medical needs; or provide on-site services such as staff support for the elderly, individuals with mental health issues, developmental, or other social needs. In order to qualify for the Special Housing Needs Set-Aside, the proposed development must satisfy at least one of the following:

- **Disabled:** The development must be designed and built so that at least 35 percent of the total number of units in the development (which number shall be rounded up to the next whole unit) are fully equipped for the persons with disabilities in accordance with the Americans with Disabilities Act, as applicable, and the Fair Housing Act (including one of the eight safe harbors recognized by HUD as shown in Exhibit 7). Applicants must fill out Attachment 30, following the issuance of the Reservation Notice and prior to issuing the IRS Form 8609.
- **Elderly:** The development must be designed and built to be 100 percent occupied by the elderly.
- Applicants must fill out Attachment 30, following the issuance of the Reservation Notice and prior to issuing the IRS Form 8609. For the purposes of Tennessee's QAP the definition of elderly is as follows:
 - For developments utilizing other state or federal financing (e.g. HUD, USDA), the definition of elderly shall be consistent with the requirements of the other state or federal financing; or
 - For all other proposed developments, the definition of elderly shall be a household whose head or head's spouse or sole member is a person who is at least 62 years of age.
- **Homeless:** The proposed development must have 100 percent of the low-income units designed as permanent, non-transient housing for households whose primary residence is a privately or publicly operated shelter designed to provide temporary living accommodations, or a private or public place not designed for or ordinarily used as a regular sleeping accommodation for human beings. Applicants must fill out Attachment 30, following the issuance of the Reservation Notice and prior to issuing the IRS Form 8609. The Initial Application must include a comprehensive service plan that identifies:
 - Each service to provided
 - The anticipated source of funding for each service
 - The physical space that will be used to provide each service
 - The anticipated supportive service provider for each service and their experience in providing service to the targeted population.
- **Families with Children:** The development must be designed and built so that at least 35 percent of the units (which number shall be rounded up to the next whole unit) are for large families, (i.e., three or more bedrooms). Applicants must fill out Attachment 30, following the issuance of the Reservation Notice and prior to issuing the IRS Form 8609.

(Note: New to 2011 QAP)

Among the goals and objectives of the QAP is to encourage development of appropriate housing units for persons with special needs, including the elderly and persons who are homeless or have disabilities.

Developer Experience

None.

Texas (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards four points to developments in which at least **five percent of the units** are set aside for persons with special needs, including persons with alcohol and/or drug addictions, Colonia residents, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, homeless populations and migrant farm workers. (**Note: Percentage of units reduced from 10 percent to 5 percent in 2011**)

QAP awards up to 22 points to developments that target at least 40 percent of the Low-Income Units in the Development are set-aside with incomes at or below a combination of 50 percent and 30 percent of AMGI in which at least five percent of the Low-Income Units are at or below 30 percent of AMGI. QAP awards 18 points if at least 10 percent of the Low-Income Units in the development are set-aside with incomes at or below 30 percent of AMGI.

QAP awards up to eight points to developments providing a combination of special supportive services appropriate for the proposed tenants. Services must be provided on-site or transportation to off-site services must be provided, and no fees may be charged to the tenants for any of the services. Service options include: **weekly afterschool program; daily transportation**; counseling services; GED preparation; English as a second language classes; financial planning assistance or courses; **annual health fair; quarterly health and nutritional courses**; organized team sports programs or youth programs; scholastic tutoring; **annual tax preparation services; monthly on-site social events; specific and pre-approved caseworker services for seniors and person with disabilities**; any other programs described under Title IV-A of the Social Security Act which enables children to be cared for in their homes or the homes of relatives; ends the dependence of needy families on government benefits by promoting job preparation, work and marriage; prevents and reduces the incidence of out-of wedlock pregnancies; and encourages

the formation and maintenance of two-parent families; any services addressed by Texas Government Code; or any other services approved in writing by the Department. **(Note: 2011 QAP added and eliminated eligible services)**

Other Policies

Tax-exempt bond financed developments must provide an executed agreement with a qualified service provider for the provision of special supportive services that would otherwise not be available for the tenants. The provision of services must be included in the LURA. Acceptable services are as described above. The plan must address coordination of services with state workforce development and welfare programs.

Developments proposing at least 50 percent of the total number of units for Supportive Housing are eligible for a 30 percent increase in Eligible Basis for tax credits.

Developments proposing to provide 10 percent of the Low-Income Units that will serve individuals and families at or below 30 percent of AMGI are eligible for a 30 percent increase in Eligible Basis for tax credits.

Developer Experience

Evidence, in the form of a certification, that one of the Development Owner's General Partners, the Developer or their Principals have a record of successfully constructing or developing residential units in the capacity of owner, General Partner or Developer. Evidence must be a certification from the Department that the Person with the experience satisfies this exhibit, as further described under subsection (g)(1) of this section. Applicants must request this certification at least fourteen days prior to the close of the Application Acceptance Period. Applicants must ensure that the Person whose name is on the certification appears in the organizational chart provided in subparagraph (A) of this paragraph.

Utah (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to 10 points to developments serving persons that are long-term mobility impaired. These units must include accessible food preparation areas, bathrooms, bedrooms and living areas. To receive points, developments must submit a service provider questionnaire as described below, and must evidence social service provision with a letter of intent from a nonprofit or government provider or sponsor having experience and capacity.

QAP awards up to 10 points to developments for other special needs individuals, which includes (Domestic Violence, HIV/AIDS, Developmentally Disabled, Mentally Ill, Maturing Foster Children, and Farm Labor) Tenants must be capable of independent living with minimal provider intervention and participating in formal case management with a licensed service provider. To receive points, developments must submit a service provider questionnaire as described below, and must evidence social service provision by a letter of intent with a nonprofit or government provider or sponsor having experience and capacity.

QAP awards up to 10 points to developments providing homeless or near-homeless transitional units at 25 percent or less of AMI. Evidence of contractual participation by a nonprofit or government social service provider for referral of clients is required. To receive points, developments must submit a service provider questionnaire as described below, and must evidence social service provision by a letter of intent with a nonprofit or government provider or sponsor having experience and capacity.

QAP awards one point to developments for each above-average non-fee amenity provided. The list of eligible amenities includes day care facilities and education centers.

QAP awards two points for provision of "life skills education," covering issues such as personal finance, consumer credit, education, employment, insurance, computer literacy, health, child care, transportation, etc.

Other Policies

To receive points for any of the special needs housing categories noted above, developments submit a Service Provider Letter of Understanding with the application for each type of Special Needs unit. The letter of understanding from each service provider must include details of what the service provider will do.

Projects serving the Chronically Homeless must participate in the State of Utah Ten-Year

Homeless Plan, and to serve chronically homeless people as defined by the Ten-Year Homeless

Plan or UHC. A Supportive Services Plan Outline, a letter of endorsement from the region Continuum of Care Coordinating Council and proposed service providers will be required at the time of Application. A proposed Supportive Services Plan and Memorandum of Understanding (MOU) are required at the time of Application.

Among the objectives of the QAP is to promote projects that provide housing to special need populations including: larger households, elderly, physically disabled, and mentally disabled.

QAP addresses need for housing accessible to persons with physical disabilities and affordable housing for low-income households with members who have mental disabilities.

Developer Experience

QAP recognizes previous development experience of private sector developers, non-profits, and quasi-government organizations applying for housing credits. Points in this category will be awarded as follows:

- Development Experience: Application contains evidence confirming quality, experience and capacity of Applicant to create and develop Housing Credit units. Joint ventures are acceptable for obtaining points in this category, but operating and other agreements must show that the Utah based Applicant has controlling interest and receives over 50 percent of the developer fee. Applicant will receive points in only one of the following categories.
 - Applicant has developed and has ownership interest in multifamily Housing Credit projects in other states. (five points)
 - Applicant is a Utah-based multifamily housing developer with Housing Credit experience and a minimum of three years of Utah local business licenses. (five points)
 - Applicant has developed and has ownership interest in Housing Credit or Tax-Exempt Bond projects in Utah. (10 points)
- Sponsor Tax Status: Applicant is either a qualified nonprofit, Community Housing Development Organization (CHDO) or Public Housing Authority, as defined by HUD, and materially participates in the development, ownership and management of the project (if applicable, complete the Nonprofit certification Exhibit D. Applicant will receive points in only one of the following categories.
 - Qualified 501(c)(3) organization (five points)
 - Community Housing Development Organization (CHDO) (10 points)
 - Public Housing Authority or 501(c)(3) established by Public Housing Authority

Vermont (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

The plan outlines development evaluation criteria, with top tier priorities having twice the weight of lower tier priorities. Individual priorities are not allocated points. One of the top tier priorities is to incorporate projects with a majority of special needs populations while also providing service-enriched housing.

Among the second tier priorities are developments affordable to households earning less than or equal to 30 percent of the area median gross income (AMGI) and developments that target clients of agencies that serve the homeless.

Other Policies

A basis boost is available for projects in one or more buildings of 49 units or less only. Any project which dedicates at least 10 percent of its units for clients of a Human Service Agency as evidenced through a memorandum of understanding or master lease to provide supportive housing as defined herein will qualify for a 130 percent basis boost. Boost is up to 130 percent based on staff determination of credit amount needed for financial feasibility. (Note: New to 2011 QAP)

Sponsors of developments offering optional services must describe services to be offered and the cost(s). Optional services must be competitively priced, reasonable, and affordable. Assumptions regarding income from optional services shall be reasonable and result in a financially feasible project. The agency may reject applications based on services being offered if those services are not reasonable and/or competitively priced.

Among the benchmarks required to receive a reservation certificate or a binding rate agreement is evidence that the developer has met with the local provider of services to homeless persons (assuming the development serves such populations).

For purposes of the plan, special needs housing is defined as any project that incorporates a majority of special needs populations and provides service-enriched housing. Special needs populations include households or individuals who cannot live independently without supportive services. Such populations include, but are not limited to: persons in need of transitional housing to avoid or alleviate homelessness; youth at-risk; frail elders or persons with physical and/or mental disabilities; or other populations where a combination of housing and supportive services will enhance the quality of life for both residents and the community at large.

Projects that serve persons who are: (1) low-income or at risk of Medicaid dependency and frail or disabled will be considered special needs housing only if the project meets one or more of the following criteria:

- Licensed Residential Care Homes, Assisted Living Residences, Therapeutic Community Residences, Homes for the Terminally Ill, Continuing Care Retirement Communities or other licensed combination of housing and care or services; or,

- Unlicensed combinations of affordable housing and affordable services that the Vermont Department of Aging and Disabilities finds will help residents to accomplish independent living and/or aging in place and where services and housing are affordable and/or coordinated with eligibility for publicly subsidized services. Projects will have a plan to utilize applicable Medicaid State Plan services, Medicaid Waiver Programs, federal or state funded services or programs, and local nonprofit services to the extent possible and in a manner such that independent living and/or aging in place is promoted to the extent possible and to a greater extent than in so-called “independent” housing; or,
- Projects that are deemed by the Department of Aging & Independent Living to provide a critical option for seniors in regions or market areas that have not met the state goal for community-based long-term care service utilization relative to nursing home utilization; or,
- Give a preference or otherwise target units to renters participating in a 1915 c Medicaid Waiver or 1115 Medicaid Research and Demonstration program designed to provide alternatives to nursing home or other institutional placements.

(Note: 2011 QAP eliminated an option for the Vermont Real Choices Integrating Long Term Supports with Affordable and Accessible Housing Grant Advisory Group to name an access project)

For purposes of the plan Supportive Housing is permanent housing with supportive services for persons who are homeless or at risk of homelessness. It plays an important role in the continuum of care and provides housing with services to help individuals or families become successful in independent permanent housing which may not include services. Candidates are often referred by, but not limited to, the following: homeless shelters, corrections departments, mental health agencies, community action agencies and other social service providers. Residency is not time limited.

Supportive Services include, but are not limited to, life skills, budgeting, credit counseling, housekeeping and parenting. The purpose of the services is to stabilize situations and allow the individual or family to develop the resources or skills needed to access independent permanent housing. Services may be provided by the organization managing the housing or coordinated by them with other public or private agencies who are local partners. Supportive housing can be provided in one structure or several structures, at one site or in multiple structures at scattered sites.

Developer Experience

Housing Credit Awards will be based upon the experience and capacity of the project team. The developer must demonstrate the capacity to undertake the development as proposed, either through its own experience and capacity or through the use of experienced consultants. In the event the developer is proposing multiple projects in any given year, the organization must have the capacity to oversee all of the developments proposed.

Virgin Islands (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit or scoring incentives.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

None.

Other Policies

VIHFA lists seven prioritized selection criteria, including projects serving the lowest income tenants, projects with the highest percentage of low-income units, projects which demonstrate the accommodation of persons already on existing public housing lists or Section 8 waiting lists and those which offer the most tenant services, and projects offering the following type of units: three or more bedroom units, non-family units (SRO and transitional housing), or elderly units.

Developer Experience

None.

Virginia (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete within geographically based set-asides or within the “At-Large Pool”, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards 50 points to non-elderly developments in which the greater of five units or 10 percent of the units (i) provide federal project-based rent subsidies or equivalent assistance in order to ensure occupancy by extremely low-income persons; (ii) conform to HUD regulations interpreting the accessibility requirements of section 504 of the Rehabilitation Act; and (iii) are actively marketed to people with special needs in accordance with a plan submitted as part of the application for Credits (if special needs includes mobility impairments the units described above must include roll-in showers and roll under sinks and ranges).

QAP awards 30 points to developments in which the greater of five units or 10 percent of the units (i) have rents within HUD's Housing Choice Voucher ("HCV") payment standard; (ii) conform to HUD regulations interpreting the accessibility requirements of section 504 of the Rehabilitation Act; and (iii) are actively marketed to people with mobility impairments including HCV holders in accordance with a plan submitted as part of the application for credits.

QAP awards 15 points to non-elderly developments in which four percent of the units (i) conform to HUD regulations interpreting the accessibility requirements of section 504 of the Rehabilitation Act and (ii) are actively marketed to people with mobility impairments in accordance with a plan submitted as part of the application.

Commitment by the applicant to impose rent limits on the low-income housing units throughout the extended use period (as defined in the IRC) below those required by the IRC in order for the development to be a qualified low-income development. Applicants receiving points under this subdivision (b) may not receive points under subdivision (a) above. (The product of (i) 25 points (50 points for proposed developments in low-income jurisdictions) multiplied by (ii) the percentage of housing units in the proposed development rent-restricted to households at or below 50 percent of the area median gross income; plus one point for each percentage point of such housing units in the proposed development which are further restricted to rents at or below 30 percent of 40 percent of the area median gross income, up to an additional 10 points.)

Other Policies

A separate non-competitive pool of Credit is available for non-elderly developments intended to serve people with disabilities that (i) provide rent subsidies or equivalent assistance in order to ensure occupancy by extremely low-income persons; (ii) conform to HUD regulations interpreting the accessibility requirements of section 504 of the Rehabilitation Act; and (iii) are actively marketed to people with disabilities in accordance with a plan submitted as part of the application for credits and approved by the executive director for at least 50 percent of the units in the development. Any such reservations may be up to six percent of the annual Credit ceiling for the applicable year; however, such reservation will be for Credits from the annual ceiling from the following calendar year.

Developer Experience

Sponsor characteristics:

- Evidence that the principal or principals, as a group or individually, for the proposed development have developed, as controlling general partner or managing member, (i) at least three tax credit developments that contain at least three times the number of housing units in the proposed development or (ii) at least six tax credit developments that contain at least the number of housing units in the proposed development. (50 points, applicants receiving points under this subdivision 5(a) are not eligible for points under subdivision 1(a) above)
- Evidence that the principal or principals, as a group or individually, for the proposed development have developed at least one tax credit development that contains at least the number of housing units in the proposed development. (10 points)

Washington (2011 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with a temporary set aside for HOPE VI projects and potential competitive scoring advantages.

Threshold Criteria and Set-Asides

Washington State Housing Finance Commission created a temporary set aside for 2010-2012 for HOPE VI projects. Up to 20 percent of per capita Annual Authority, less the prior year's Forward Credit Commitment will be set-aside for HOPE VI Projects each year.

With respect to the 2010-2012 Applications for Credit under this Set-Aside, an Applicant must select the maximum points in each of the following:

- At least 50 percent of the units developed using HOPE VI Set-Aside Credit shall be committed for households at or below 30 percent of AMGI and either an additional 10 percent at 40 percent AMI or an additional 25 percent at 50 percent AMI,
- The "Additional Low-Income Use Period" Allocation Criteria (i.e., commit to an additional period of 22 years),
- The "Developer Fee" Allocation Criteria (i.e., commit to limit developer fees to 10 percent),
- Select the "Donation in Support of Local Housing Needs" Allocation Criteria, and
- Special Needs Housing Commitment totaling at least 20 allocation points (i.e., commit to at least two 20 percent Special Needs Housing Commitments.)
 - The applicant may elect to meet the Special Needs Housing Commitment of 20 percent of the Total Housing Units for Persons with Disabilities, or the Homeless or Large Households in either the proposed project or in the overall HOPE VI development if that will enhance the overall project's housing mix and goals; provided that if the latter option is chosen the 20 percent requirement shall then be in place for the overall

development (i.e. assume the project is 100 units and the development upon completion will contain 200 units, 20 percent will then be 40 units rather than 20 units).

Scoring Incentives

QAP includes a Special Needs Housing Commitment, which includes Housing for the Homeless, and Housing for Persons with Disabilities.

Applications may not score points under #2 or #3 (below) if making a Commitment under #1. For the purposes of scoring allocation points under #2 and #3 below, Applicants may select no more than two special-needs categories for a maximum point score of 20 points. The selection cannot be for the same special-needs category (e.g., cannot select both 20 percent Large Household and 10 percent Large Household).

The following Special-Needs Housing Commitments are worth 35 allocation points total:

- Provide a minimum of 75 percent of the total housing units as Housing for the Homeless
- Provide a minimum of 75 percent of the total housing units as Farmworker Housing

OR

The following Special-Needs Housing Commitments are worth 10 allocation points each:

- Provide a minimum 20 percent of the total housing units as Housing for Large Households
- Provide a minimum 20 percent of the total housing units as Housing for Persons with Disabilities
- Provide a minimum of 20 percent of the total housing units as Housing for the Homeless
- Provide an Elderly Housing Project

OR

Bond/TC Deals Only: The following Special-Needs Housing Commitments are worth five allocation points each:

- Provide a minimum 10 percent of the total housing units as Housing for Large Households
- Provide a minimum 10 percent of the total housing units as Housing for Persons with Disabilities
- Provide a minimum of 10 percent of the total housing units as Housing for the Homeless

A 10 percent Special-Needs Housing Commitment alone does not deem a project eligible for the allowable increase in maximum development costs from 110 percent to 150 percent (as outlined below). However, a combined Special-Needs Housing Commitment of at least 20 percent will qualify (e.g., 10 percent large household and 10 percent disabled). A commitment to serve any special needs population requires that the Applicant provide an Affirmative Marketing Plan.

Each unit must be set-aside to serve homeless households as defined under the Stewart B. McKinney Homeless

Assistance Act and must provide supportive services designed to promote self-sufficiency, meeting the needs of the target population.

As part of this Special-Needs Housing Commitment, points are awarded for providing housing to the homeless. Points will be awarded based on the Applicant's Commitment to provide a minimum of 10 percent (five points), 20 percent (10 points) or 75 percent (35 points) of the total housing units in the project as low-income housing units for Homeless households (the "Housing for the Homeless Commitment"). The Applicant may only select one of the following options (A, B, or C):

- **Homeless Option A:** Provide a minimum of 10-20 percent of the total housing units in the project for transitional housing for the homeless as prescribed under the Code. Each housing unit in a building used for transitional Housing for the Homeless must contain sleeping accommodations as well as kitchen and bathroom facilities. The building must be used exclusively to ease the transition of homeless persons to independent living within 24 months. The Applicant must provide with the Application evidence that a governmental body or Qualified Nonprofit Organization (QNP) will provide Homeless individuals with temporary housing and supportive services designed to assist them in locating and retaining permanent housing. For a governmental body, the Applicant must submit a resolution authorizing the governmental body to provide temporary housing and supportive services for the project. For a Qualified Nonprofit Organization, the Applicant must submit all documentation required of a QNP outlined in Chapter 5.
- **Homeless Option B:** Provide a minimum of 10 – 20 percent of the total housing units in the project as housing to the homeless. This election imposes the requirement of Section 42 of the Code that tax credit units cannot be used on a transient basis.
- **Homeless Option C:** Provide a minimum of 75 percent of the total housing units in the project as *Supportive Housing for the Homeless*. This election imposes the requirement of Section 42 of the Code that tax credit units cannot be used on a transient basis.

For Homeless Options B and C:

- Each unit must be set-aside to serve Homeless households as defined under the Stewart B. McKinney Homeless Assistance Act or under RCW 43.185c010(3) and must provide supportive services designed to promote self-sufficiency, meeting the needs of the target population. Any Household initially qualifying as Homeless, counts toward the Homeless Set-Aside Commitment for as long as the household remains in the project. Note: Implementation of this “once qualified, always qualified” policy is retroactive to all tax credit projects serving the homeless.
- Applicants electing to make this Commitment must complete Section 10 of the Combined Funders Application which includes:
 - A comprehensive service plan that includes both an assessment and identification of the service needs of the targeted population and a specific strategy for service delivery (i.e., what services, who will provide them and how, as well as where will they be provided).

- **A detailed funding strategy for the provision of services including annual budget, proposed funding sources, and respective funding cycles with letters of interest from each service provider and funder.**

QAP awards up to 44 points to developments committing to provide low-income units for occupancy by households at or below 30 percent of AMI. Projects that commit 40 percent of total low-income units set-aside at 30 percent AMGI receive 36 points, and projects that commit 50 percent of total low-income units set-aside receive 44 points. (Note: New to 2011 QAP, approved in September 2010)

Other Policies

Among the housing priorities, the Agency will give weight to those projects which set aside units for special needs populations, such as large households, the elderly, the homeless and/or the disabled

Certain developments serving housing for persons with disabilities and housing for the homeless may request to exceed the Commission's maximum development cost per unit standard up to 150 percent of the HUD mortgage limit schedules.

All Homeless projects (Option A, B and C) must be consistent with the Ten-Year Plan to End Homelessness at the time the Application is submitted, and the Applicant must submit adequate evidence consistent with the plan. Specifically,

- For projects located in communities covered by a Ten-Year Plan to End Homelessness, the Applicant must submit a Certification of Consistency with the Ten-Year Plan to End Homelessness dated no more than 60 days prior to the Application date.
- A Consistency letter must be signed by the local Jurisdiction Contact Person and/or Plan Contact Person. For a list of county contacts, please visit the Department of Commerce's Homelessness Housing and Assistance Act website at <http://www.cted.wa.gov/site/823/default.aspx>. A link to the contacts for each county can be found under "Contact Information" the bottom of the page. A copy of the Certification of Consistency with the Ten-Year Plan to End Homelessness is located in Exhibit H.
- If a project located in the City of Seattle or King County, the applicant must use their Certification of Consistency with the Ten-Year Plan to End Homelessness.
- For projects located in communities that opted-out of the Ten-Year Plan to End Homelessness, the Applicant must submit a Certification of Consistency with the Ten-Year Plan to End Homelessness dated no more than 60 days prior to the Application date:
- A Certification of Consistency with the Ten-Year Plan to End Homelessness must be signed by the Washington Department of Commerce. A copy of the Certification of Consistency with the Ten-Year Plan to End Homelessness is located in Exhibit H.

If primary support services for special needs populations are provided by an agency or organization that is different from the Project Sponsor, then a Memorandum of Understanding (MOU) must be submitted that defines the roles and responsibilities including the nature and scope of duties of each entity. The MOU must also include how costs

will be covered.

Development Experience

The Applicant must submit a statement of experience with the Application for the Applicant, the developer, and, if applicable, a project management consultant. The Applicant must demonstrate to the satisfaction of the Tax Credit Program Director, that the Applicant, the developer, and/or the project management consultant under contract with the Applicant:

- has successfully completed a multifamily housing project of a comparable number of housing units and of a similar complexity as the proposed project;
- has the necessary level of staffing and financial capacity to successfully manage development and operations of the current project portfolio, including but not limited to, all current and pending tax credit projects and applications; and if applicable
- has successfully completed previous Credit projects for which a Credit allocation was received in Washington or other states.

If the Applicant is using a project management consultant to show this capacity, the Applicant must also submit a copy of the executed contract detailing terms, conditions, and responsibilities between the Applicant and the project management consultant.

West Virginia (2009-2010 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards 25 points to developments that commit to target for occupancy one or a combination of the tenant populations listed below for at least 25 percent of the residential rental units in the property. For purposes of this

scoring category, tenant populations with special housing needs include homeless, displaced, elderly, handicapped or disabled. The units in the property should be designed and suitable for the targeted occupancy population(s). In electing to serve tenant populations with special housing needs, the applicant is responsible for ensuring that the chosen populations are not incompatible with each other, specifically including but not limited to ensuring that Fair Housing requirements are not violated.

Other Policies

In order to qualify for the nonprofit set-aside category, the nonprofit entity must, among other things, provide support services that are appropriate for the residents of the proposed property.

A Private Non-Profit or by a Public Housing Authority can qualify for three points available to Non-Profit Sponsorship (Ownership) only if such entity provides appropriate support services for the residents of the property.

Developer Experience

In order to qualify for the nonprofit set-aside category, the nonprofit entity must have been in existence for at least five years and have at least three years of housing experience (as a developer of residential housing, or as an owner of residential rental housing, or any combination of both encompassing a 36- month period in the aggregate) – evidenced by a resume of such experience, including beginning and ending dates.

Five points will be awarded to a property where the developer or any co- developer (not on a combined basis) has participated in six or more Low-Income Housing Tax Credit Program properties, regardless of the state in which such properties are located, that have been placed in service and received the final Allocation Certification(s) (IRS Form 8609) for the building(s) in the property from the applicable housing credit agency, or

25 points will be awarded to a property where the developer or any co- developer (not on a combined basis) has participated in six or more Low-Income Housing Tax Credit Program properties located in West Virginia that have been placed in service and received the final Allocation Certification(s) (IRS Form 8609) for the building(s) in the property from the WVHDF. **(Note: Points increased from 20 points in 2007-2008 QAP)**

Wisconsin (2011-2012 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle or, if qualified, within the supportive housing set-aside. In addition, such projects have potential competitive scoring advantages.

Threshold Criteria

None.

Set-Asides

Ten percent or approximately **\$1,187,502** of the state housing per-capita credit will be reserved for developments intending to provide supportive services in at least 50 percent of the units for individuals and families who are homeless, at risk of homelessness, and/or have disabilities and who require access to supportive services to maintain housing. **(Note: Monetary amount adjusted for 2011 QAP)**

Scoring Incentives

QAP awards 25 points for developments intending to provide supportive services to at least 50 percent of the units for individuals and families who are homeless, at risk of homelessness and/or have disabilities. These developments must apply in the Supportive Housing Set-Aside. QAP awards five points to developments that provide supportive services to a minimum of five percent of the units.

Other Policies

Among the objectives of the QAP is to increase the availability of housing with supportive services and support the housing goals and objectives stated in the Plan to End Homelessness in Wisconsin, July 2007.

The following are requirements for supportive housing:

- Provide documentation that the applicant has a firm commitment of rental subsidy assistance for the targeted number of units.
- Provide documentation indicating experience, mission and capacity of service provider(s) for the target population (including a Relevant Experience and Certification Service Provider Sheet). Note: All service providers described must be a 501C(3) non profit or tax exempt organization with a minimum of five years experience in the field.
- Provide a MOU executed by both the applicant and anticipated service provider detailing: (i) how the services will enhance independent living success and promote the dignity of residents, (ii) the services that will be offered, (iii) how the services will be funded, (iv) a marketing plan to ensure the target population can be attracted to the development and (v) how residents will be connected with a service provider if services are not provided by the owner.
- Submit a market study indicating a sufficient market and demand.

- Provide a letter of support from the appropriate county agency or Care Management Organization (in Family counties) where the development will be located indicating that:
 - the proposed development and the Service Plan has been reviewed;
 - the agency or organization feels there is a need for supportive housing;
 - the housing service plan is consistent with State or local plans and policies;
 - the agency or organization currently provides or will provide funding for services to residents that meets its eligibility criteria; and
 - the agency or organization does (or does not) have experience with the proposed service provider and, if it does have experience with the service provider, a description of that experience.

Developer Experience

Project Team 50 points: Development team (Developer, Management Agent, and Consultant) will be evaluated based on past performance and previous Credit program participation.

Wyoming (2011-2012 QAP)

Supportive housing developments are an eligible use of the Credit and compete in the general application cycle with no special set-aside of Credit, but with potential competitive scoring advantages.

Threshold Criteria and Set-Asides

None.

Scoring Incentives

QAP awards up to 36 points to developments targeting 30 percent AMI or below. Points are based on the ratio of 30 percent targeted units to total low-income units.

QAP awards two points to developments with a minimum of four percent of units set aside for transitioning homeless households.

QAP awards up to four points for restricting occupancy of all units to a special needs population, including but not limited to any one of the following populations: homeless; chronically mentally ill; physically disabled; frail elderly; developmentally disabled; long-term transitional housing; or preservation of project based rental assistance.

Other Policies

Application requires submission of project narrative, which, among other things, includes a description of proposed program activities. As part of this narrative, special needs housing projects must describe services that will be provided or coordinated for the property's residents, how client outreach will occur, how the housing units and/or proposed services will be marketed to eligible participants, and any screening procedures.

Developer Experience

None.