

2013 DCA Qualified Allocation Plan
General Questions & Answers
Posting #7
May 22, 2013

QAP Threshold – 1 Project Feasibility, Viability Analysis, and Conformance with Plan

1. If a project that is currently subject to HERA rent limits receives a new allocation, will that project no longer subject to HERA rent limits?

Response: A LIHTC project that had placed the buildings in service before 2009 and qualified for the special HERA rent limits will no longer be able to use the HERA special rent limits when the resyndicated project places buildings in service. The new placed in service date would be after 12/31/2008 and the project would no longer qualify for the HERA limits.

2. We recently received our DCA Pre-Application Qualification Determination. In order to ensure that no unnecessary resources are wasted can DCA further clarify what items in Tab 18 of the application checklist should be submitted with our full application in June under the assumption that no changes have occurred in our project team? Are we correct that we would not resubmit the following items:

Tab 18 Item 02-00 Management Company Experience
Tab 18 Item 06-00 DCA Performance Workbooks
Tab 18 Item 07-01 Compliance Questionnaire
Tab 18 Item 07-02 Organization Chart
Tab 18 Item 07-03 Compliance History
Tab 18 Item 08-00 Executed criminal and credit background check

Response: Correct. Only the signed Qualification Determination is required with the full Application if no changes to the Project Team have occurred.

QAP Threshold - 19 Architectural Design & Quality Standards

1. We received a 2013 Payment & Performance Bond Waiver. Would you like it to go behind TAB 17 as an architectural waiver? If not, where would DCA prefer it to be included?

Response: Please include the waiver in Tab 39 and label accordingly.

QAP Threshold - 20 Qualifications For Project Participants (Performance)

1. Our project team has received a Qualification Determination from DCA as a result of a pre-application submission and there are no changes to the development team. Behind

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TAB 18 should we submit only the Qualification Determination (Item #1) and exclude the remaining items OR do we include items #2 thru #8 that were submitted in the pre-application again? If items #2 thru #8 are to be submitted are copies of the original pre-application documents acceptable or do all documents need to be re-executed as originals?

Response: See response regarding Qualification Determinations above.

QAP Scoring - 4 Community Transportation Options

1. The QAP states "DCA will define adjacent for this purpose as within 300 feet of the site's main entrance." Question: Please verify the 300 feet is from the proposed developments main entrance to the adjacent transit stop.

Response: Please refer to Q&A posting #2 for guidance regarding eligibility for Community Transportation Options points.

DCA Manual – Environmental

Appendix I - XXV. Additional HUD Requirements states that if you have PBRA you have to meet the additional Site and Neighborhood Standards and Environmental Requirements as mandated by the HOME regulations. Someone asked DCA in an earlier question with the response posted April 30, 2013 about these requirements. But the response was a bit confusing because it stated the answer was "NO" but the response went on to list specific documents excluded with no mention of the Affirmative Fair Housing Marketing Plan and MBE/WBE Outreach Plan Guide (see below). Do we have to complete these two requirements if we have PBRA?

QAP Threshold - 7 Environmental Requirements

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

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

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Response: To clarify DCA's earlier response, MBE/WBE and Affirmative Fair Housing Marketing Plan documentation is required for all projects with federal funding, including PBRA, at the time of Application (see Threshold, p. 34 of 52). For all selected projects, a marketing plan for individuals with disabilities or the homeless is required to be submitted prior to issuance of 8609's (see Threshold, p. 36 of 52).

Other

1. Are cover pages such as the attached acceptable (1) in the binder behind the labeled Tab and/or on the USB pdf file before the actual document – or not preferred – or is it personal preference?

Response: We only require cover pages on the tab section.

2. On the application checklist at 08 VIII Site Control 03, does the reference to "HOME" funds mean "DCA" HOME funds or any HOME funds, i.e., HOME funds received from a source other than DCA?

Response: That item refers to DCA HOME, though similar documentation may be required by the HOME administering PJ.

3. On the application tabs checklist at 01 I. Feasibility Section 10 07, DCA lists three years' audited operating statements, if applicable. - Is this 3 years' audited operating statements from the current project or operating statements of the applicant?

Response: Three years' audited operating statements are for the current existing project.

4. How will DCA measure the close proximity (2 miles for urban/10 miles for rural) to the proposed site for the Non-selection for Market Reasons (Core, Section 17, page 26 of 36) and Previous Project Points (Scoring, Section VIII. B, page 13 of 29)?

Response: For the Non-Selection for Market Reasons category and for eligibility under Previous Projects points, DCA will measure close proximity with a starting point from the previously funded DCA project, not the site of the proposed Application. If the previously funded project is in a rural area, a 10 mile radius around that project will be drawn. If in an urban area, a 2 mile radius around that project will be drawn.