

2016 DCA Qualified Allocation Plan
General Questions & Answers
Posting #3
March 28, 2016

QAP Threshold - 23 Eligibility For HOME Loans Under The CHDO Set Aside

1. In the CHDO application, item C-11 asks for "Statement outlining results of input process, including documentation such as notes/minutes/reports of input received on proposed project(s)." Please further explain what is being requested for this item. For example, is this asking for Community input, Board input, City Council input, or something else?

Response: Item C-11 should document the results that the Applicant conducted their "formal process" of seeking community input. Examples could include notes/minutes/reports from community meetings, CHDO board meetings, or direct consultations, but must ensure that input is coming from beneficiaries qualified to live in the proposed housing development.

QAP Scoring - 17 Integrated Supportive Housing

1. QAP Addendum II, Scoring, Section XVII. B. Integrated Supportive Housing - Is it possible for a property with 100% Sec 8 PBRA with a priority for disabled individuals to qualify for the 3 points for Target Population Preference if the local PHA already completed the requirements under sub-section B in a previous year?

Response: Yes, eligibility for points under Section B of Scoring Section XVII Integrated Supportive Housing will continue for PHAs throughout the timeframe for which their preference is approved by HUD. Applicants that receive PBRA from PHAs that meet the requirements under Section B must still meet minimum documentation requirement but do not need to submit any additional documentation than what was submitted in previous rounds as long as the PHA's administrative plan still reflects the preference for individuals covered under the Settlement Agreement and the tenant selection preference is still within the terms of HUD's approval. Applicants should also submit any approval letters for the preference from HUD. If the timeframe for HUD approval has expired, the PHA may also submit a request for an extension of the preference to HUD.

2. DCA requires a Certificate of Participation in DCA's Green Building for Affordable Housing Training Course and (Rehabs only) Performance Institute (BPI) Building Analyst or other equivalent energy audit certification. We contacted Southface yesterday to find out the next BPI audit course and it will not be held until June 3rd

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and it is a 4 day training at a cost of \$1,925. Is this the BPI certification DCA is referring to and if so, will a consultant to the project, with a BPI certification serve as participation by DCA standards? And if so, what will DCA accept as evidence of this certification for the project.

Response: Yes Southface is one BPI certification provider, however there are other organizations that offer BPI certification besides Southface. In addition, a consultant that is already BPI certified would satisfy this requirement. Applicants should submit proof of BPI certification or equivalent energy audit certification.

QAP Scoring - 6 Sustainable Developments

1. At the DCA Application Workshop, one of the Sustainable Development Changes had to do with Rehab Developments requiring an Energy Audit Report (page 17 of the PowerPoint presentation). I referred to the Architectural Manual to get more guidance on when we were to actually engage the Energy Audit but was not able to locate an answer. Does DCA expect an Energy Audit completed at application or is this required if the project is allocated credits and before construction?

Response: Energy Audit Reports are required at Application Submission, per Scoring section VI. Sustainable Developments.

QAP General

1. For a project that does not include a HOME loan, please confirm whether or not a Conceptual Site Development Plan is required to be included with the Pre-Determination submission?

Response: The Conceptual Site Development Plan is not required until June 9th, Application Submission Day.

Pre-Application

1. The Compliance History Summary instructions state, "The most recent compliance audit information should be provided for each project"; however, that option was removed from the Compliance History Summary Form. In previous years, there were

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blanks for you to include audit related information. How does DCA want this information presented?

Additionally, the instructions in the threshold section ask for things that aren't included in the instructions with the pre-application documents (audit and out of state property requirements). Please provide clarification on the audit request.

Response: At pre-application, DCA will review the answers to the Questionnaire to determine whether additional information needs to be submitted as a condition of the qualification determination.

Applicants do not need to submit the most recent compliance audit information for each project with their pre-application workbook. For Georgia properties, DCA already has this information. For Non-Georgia Properties, the required letter from a Syndicator or HFA that the property is in good standing is sufficient. The out of state letters or syndicator letters may be submitted with either the performance work book (at pre-application) or at Application Submission.