



## Post-Competitive Review Selection Guide for Integrated Supportive Housing, A. Supportive Housing Referrals under the 2024-2025 QAP

### Background:

Applicants who claimed points under **(Scoring) Integrated Supportive Housing, subsection A. Supportive Housing Referrals** committed to reserve at least 10% of units to prioritize referrals from DCA-approved entities that serve the property's area as determined by a Memorandum of Understanding (MOU) that must be executed following selection under the Competitive Round. The number of units that are accessible and adaptable, as defined by the Fair Housing Amendments Act of 1988, must be at least as many as the number of units reserved for referrals. The Applicant agrees to the requirements and procedures outlined in **Exhibit B to Scoring Criteria ("Supportive Housing Referral Commitments")**.

In addition, applicants applying for the 3-point option under this subsection must have provided preliminary commitments for Project-based Rental Assistance contracts for the supportive housing units. The contract term must be for at least fifteen years with an option for renewal. The applicant agrees to restrict the reserved units to 30% AMI or lower. The rental assistance provider commits to pursue approval for selection preferences consistent with the referral process outlined in the MOU(s), once executed.

### Purpose:

This document is intended to give post-Competitive Review selection, pre-Threshold Review Submission guidance to property owners and project-based rental assistance providers as it relates to:

- MOUs with referral entities
- Tenant selection plans
- Pursuing approval for selection preferences consistent with the referral process outlined in the MOU(s), once executed.

### Threshold requirements for all properties committing to Supportive Housing Referrals:

#### MOUs

As of the posting of this guidance, DCA will require property owners to obtain at least one MOU with a DCA-approved referring entity by Threshold Application. However, DCA reserves the right to require addition or removal of any entity from MOUs at any time. Owners are encouraged to pursue as many MOUs as feasible in order to serve as many populations in need of supportive housing as possible, fill vacant units as quickly as possible, and maintain the commitment to the reservation of 10% of total units for supportive housing referrals throughout the life of the property.



Owners and referring entities should use the MOU Guide posted on DCA's website in order to meet minimum requirements. DCA may add (or remove) referring entities from the approved referring entities list at any time. Owners may execute additional MOUs as referring entities are added to the list.

As MOUs are executed and/or updated following Threshold submission, owners should email MOU updates to [allocation@dca.ga.gov](mailto:allocation@dca.ga.gov).

If property owners experience difficulty executing MOUs with DCA-approved referring entities, they may reach out to [allocation@dca.ga.gov](mailto:allocation@dca.ga.gov) with details.

### Tenant Selection Plan

The property owner is responsible for submitting a tenant selection plan (TSP) at Threshold Review Submission that meets all requirements under **(Threshold) Tenant Selection**.

If additional MOUs are executed following Threshold Review Submission, awardees may need to submit updated TSPs reflecting new commitments.

TSPs will also need to be submitted when onboarding into compliance and will be reviewed for conformance with the DCA LIHTC & HOME Compliance Manual. DCA reserves the right to request updates and clarifications for all submitted TSPs throughout the compliance period.

## Additional requirements for properties with project-based rental assistance for Integrated Supportive Housing referrals:

### MOUs

MOUs between the property owner/manager and referring entities should clearly state which entity (property owner/manager or project-based rental assistance provider) will manage the property's project-based rental assistance waitlist.

If the project-based rental assistance provider will manage the property's project-based rental assistance waitlist, this entity should be included in the MOUs with property owner/manager and referring entities, and this entity should outline their responsibilities and sending and receiving referrals.

### Tenant Selection

If the property owner/manager will manage the project-based rental assistance waitlist, waitlist management and prioritization preferences should be clearly stated in the owner's tenant selection plan.

If the project-based rental assistance provider will manage the property's project-based rental assistance waitlist, the property owner must show that the rental assistance provider has committed to the required referrals, which may include adding those referral preferences to the provider's operating or Administrative Plan. Selection preferences in the rental assistance provider's operating guidance or Administrative Plan should be in place no later than 180 days before the development's placed in service date.