

2011 DCA Qualified Allocation Plan
General Questions & Answers
Posting #6
May 31, 2011

1. As rehabilitation funding award continues to be increasingly competitive, it is likely that some Sites' applications will be resubmitted annually if they are not awarded the previous year (multiple annual submissions). Radon testing within 6 months of application is required on all existing Site structures as per the environmental manual. Is it necessary that this annual testing be required on Sites with one or more prior years of radon testing reports? If radon issues are identified, and are planned for by proposed mitigation measures installed during rehabilitation, should this redundant (and for all practical purposes unnecessary), annual testing be required in light of the current situation?

Response: Yes. DCA will require projects that have previous Radon Testing Reports that did not identify elevated levels to retest. However, if a prior Radon Test was performed and radon issues were identified and mitigation measures are planned, retesting is not required.

2. If a request for Determination of Project Team Qualifications is submitted at Pre-application, do we also need to include the documentation in the application along with the determination?

As per question #24 in the General Questions and Answers, Posting #2 – DCA's response seems to indicate that the Performance Workbook instructions have replaced all documentation for Qualifications for Project Team currently listed on the application checklist for Tab 19. If this is correct, do we include the Performance Workbooks behind Tab 3, the Compliance History and compliance certifications behind Tab 38, and the remaining parts of the submission i.e. financial statements and other requested documentation behind Tab 19?

Response: The Performance Workbook, excluding financial statements, is the only pre-application document that must be resubmitted. All other items listed in Tab 3, 19 and 38 that were not submitted during the pre-application period, or have changed since the pre-application submission, are required. Please see Q&A5, #43.

3. Are we required to submit for Pre-Determination on May 12, 2011 in order to submit a final application or is it allowable to include the required documents with our final application on June 23, 2011?

**Response: See Q&A Posting #5 Q&A #27
Requests for Project Team Qualification Determinations can be included in the final application.**

4. On page 20, of the scoring section, under "XV. Rural" it states, "Each applicant will be limited to claiming three points for one project in which they have a direct interest and two points for a second project in which they have a direct interest." If an applicant is considering a third project that is also rural will they also receive 2 points for the proposed third project?

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Response: No.

5. In 2010 an award was given to Magnolia Trace, located in Martinez, GA. Martinez, GA is a Census Designated Place (CDP), but was classified in Exhibit A to Appendix II as "In Unincorporated Portion of Columbia County". As an example, if a project was proposed in a separate CDP and market located within Columbia County, would it receive the three points for no previous projects or would it be classified as "In Unincorporated Portion of Columbia County" and not qualify for the three points?

Response: The points for Previous Projects are determined by the proposed project's location within the boundaries of a Local Government. Please see Appendix II page 15 of 28.

6. Will a site plan showing street access satisfy the site access requirement?

Response: Please see page 16 of 41 Threshold section of the QAP for instructions regarding documenting site access.

7. Can you please clarify the statement regarding the 30% - 50% capture rate threshold for bedroom types, compared to the stated 70% capture rate for each AMHI market segment for all proposed bedroom types.

We assume, based on our interpretation of the 201 Market Study Manual, the following:

The overall capture rate for any single AMHI level cannot exceed 30%-35% (depending on urban vs. rural). The capture rate for any overall bedroom type (studio, one-, two-, three- or four-bedroom) cannot exceed 30% to 50% (depending on bedroom size). The specific bedroom type/AMHI level capture rate (for instance, the one-bedroom capture rate for 50% AMHI units only) cannot exceed 70%.

This is how we interpret the 2011 Market Study Manual. Can you please confirm this is correct?

Response: Yes, this is correct.

8. Where can I find the Real estate properties disclosure form referenced in Tabs Checklist – Tab 19? And is this form required for all applicants?

Response: It's on the DCA 2011 page, under Other Documents:

<http://www.dca.state.ga.us/housing/HousingDevelopment/programs/QAP2011docs.asp>

As DCA responded in Q&A 4, Question # 10, the form should only be submitted when requested by DCA.

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9. On the 2011 checklist part 2 - Non Profit Set Aside it lists that a Secretary of State Certification of Nonprofit Status is required, is this correct? Or are we allowed to only include the IRD Tax-Exempt Status letter and a legal opinion letter from the attorney regarding tax-exempt status? Please clarify.

Response: It's preferred, but not required, that you include a copy of the Secretary of State Certification of Non-profit Status. To be eligible for the non-profit set-aside, the IRS tax-exempt determination letter and a legal opinion regarding the tax-exempt status must be included. For further info, please see threshold XXI, Eligibility for Credit under the Nonprofit Set-aside and XXIV, Required Legal Opinions.

10. On the 2011 checklist under section 19 – Qualifications for Project Team, Real Estate properties disclosure is listed. Please clarify what is being requested by this item. Is this a form or a chart we need to complete?

Response: Please See # 8 above.

11. Number 22 of the 2011 Application Binder checklist asks for the GIN (General Information Notice) for Occupants at the time of App/Proof of delivery. The document listed in the 2011 Relocation Manual, under #3 – Notice requirements, states that this notice is always needed and DCA requires that it be delivered within 30 days of Award Announcement. Also, this form is listed on the list of “suggested” forms and not “mandatory” forms. Please advise as to when this form is required, because the OAH form L-6 it states that we are notifying the tenants that our application has been approved. How can we provide them with the GIN if we are just now submitting our application?

Response: The General Information Notice (GIN) requirement as indicated in the binder checklist is for Applicants considering utilizing HOME funds for their projects. DCA HOME funded projects are required to adhere to the DCA Relocation Policies in addition to all applicable Federal URA and 104(d) regulations. DCA requires that the GIN notice be given prior to the submission of the Application for HOME funds as outlined under TAB III section: DCA HOME Displacement and Relocation Requirements manual.

The General Information Notice (GIN) OAH form L-6 is part of the notice requirements for all 2011 projects awarded 9% credits during the funding round. DCA requires that the GIN notice be delivered within thirty days of the 2011 Award Announcement as outlined under TAB II section: DCA Tax Credit Relocation and Displacement manual. The GIN is not part of the application requirement for Tax Credit only projects.