



Louisiana Housing Corporation

2022/2023 Qualified Allocation Plan

Frequently Asked Questions

NOTE: the questions below are only minimally edited and are in the same or nearly the same form as submitted to the Corporation. Responses to the Frequently Asked Questions are provided as a courtesy to our developers and are meant to provide clarification with regard to the 2022/2023 Qualified Allocation Plan (QAP). Be advised that the QAP is the controlling document and responses below are not intended to circumvent or substitute any of the directives or requirements of the QAP.

1. Will the designation of single project to be identified by the local municipality in the Lake Charles area to aid in its recovery efforts be inclusive of the \$6 million designated for Calcasieu Parish?

Answer: Yes, Staff agreed and referenced this provision to the Board of Directors for approval at the July 14th board meeting.

2. What source(s) should be used to determine the scoring for Section III (Priority Development Areas) Item C. The Louisiana Housing Needs Assessment is dated 2019. The Assessment also does not specifically deal with all the categories listed in Scoring Criteria III, C.

Answer: <https://www.huduser.gov/portal/datasets/lihtc.html>

3. Do the statements in the second paragraph on page 11 of the Draft QAP concerning per project and per developer limitations not applying if certain conditions are met apply to 9% competitive deals or Tax Exempt Bond deals only?

Answer: Those statements apply to Tax Exempt Bond deals only.

4. Please explain what is expected from the developer that elects to provide Smart Thermostats in each unit therefore, provide development Wi-Fi. Does this refer to Wi-Fi in common areas?

Answer: This requirement requires more than just Wi-Fi in the common areas. It requires tenant access to the internet via a development deployed Wi-Fi network. Coverage must be available throughout the units as well as all areas of the development outdoors.

5. Per the allocation sheet posted on LHC... For the three metro areas, (Caddo, Orleans, and East Baton Rouge) will these areas only receive Tax Credits if a development is in a CNI area?

Answer: Projects not in a CNI in the Caddo, Orleans, and East Baton Rouge metro areas can apply, but may or may not be funded based on pool selection and scoring. There is a set-aside for CNI developments located in the three CNI designated areas so CNI projects would be funded first up to 1.5 million. If all the 1.5 million per CNI set aside is not used, the remaining funds would be awarded in accordance with established protocols per the QAP.

6. Referring to the highlighted item below, does the tie-breaking statement imply LIHTCs will be awarded to the development with a greater or lower percentage of low-income units?

“h. Tie-breaking Procedures: In the event of a tie between applications for which there are insufficient LIHTCs to award each, LHC will use the following tie-breaking procedure:

I. Selection Criteria IA(i): percentage of low-income units.

II. Selection Criteria IA(ii): being located in a census tract with high area median incomes.

III. Requesting the lowest amount of LIHTCs.

IV. Earliest application submittal.”

Answer: Greater percentage of low income units.

Correction: The items listed represent the QAP’s tie breaking criteria in aggregate none of which are a single stand-alone determinate. The “Tie Breaking” procedure is utilized in the event there are several projects with the same score within eligibility for funding. For purposes of the tie breaking process, the reference to item “I. Selection Criteria IA(i): Project Diversity - percentage of low-income units” does **not** relate to the number of Low-Income units, but rather whether or not those points were selected at all in the application’s selection criteria. The first tier of the tie-breaker is based on the point scored for that category.

7. With the new census data expected to be released in October 2021 (after competitive applications are submitted but before they’re ranked and awarded), how will LHC score applications where census tract boundaries, income levels, and QCT/DDA designations may change after the time of submission?

Answer: Staff’s review will be based on information available at time of submission.

8. Community Notification

Why is it necessary to require “certified mailing receipt” as evidence of submission. Why can’t delivery confirmation from FedEx, UPS or email be accepted.

Excerpt from the QAP

The Applicant must provide evidence of the notification by documentation of certified mailing receipts, that the applicant has submitted Correspondence regarding the application to the Mayor and the Chair or President of the local governing authority where the project is located.

**Please note that notifications sent via email, will NOT be accepted.*

Answer: Delivery confirmation can be evidenced by submission of documentation by either FedEx, UPS or US Postal Service only. Notifications sent via email, will not be accepted.

9. Zoning

Why notification sent via email from governmental official will not be accepted.

Selection Criteria

Excerpt from the QAP

Zoning: Appropriate zoning is required at the time of application and must be evidenced by submitting the following:

- a. an official local jurisdiction map that the site is zoned for the proposed project type.
- b. a signed letter from an official of the jurisdiction stating either that (i) the proposed project is consistent with existing zone requirements or (ii) changing the existing zoning requirements to permit the project will be completed no later than the date for LIHTC reservations.

**Please note that notifications sent via email, will NOT be accepted.*

Answer: LHC requires a signed letter from an official of the jurisdiction stating either that (i) the proposed project is consistent with existing zone requirements or (ii) changing the existing zoning requirements to permit the project will be completed no later than the date for LIHTC reservations. Notifications sent via email, will not be accepted. LHC prefers a signed letter over an email because the formality of a letter is stronger evidence that the local jurisdiction understands the project is affordable and proves that an “official” of that office with capacity to sign on its behalf confirms the zoning. An email could more easily be fraudulent or sent by someone without authority for the local jurisdiction.

10. Governmental Priorities.

should “or” after (i) be removed. Based on the maximum number of points possible, every item can be selected, if applicable.

Have the priorities been updated or are we using the same from last year.

Answer: “or” after (i) should have been removed.

11. Can you guys define Development Wi-Fi. The threshold requirements indicates that the tenant will pay a 3rd party provider for internet services but the developer has to ensure that the infrastructure is in place.

Answer: DEVELOPMENT WI-FI: is an option listed under the category of Project Amenities in the Selection Criteria that must be paid by the owner. Tenant access to the internet via a development deployed Wi-Fi network. Coverage must be available throughout the units as well as all areas of the development outdoors. The threshold requirement for minimum internet/ cable capacity requires the infrastructure to be in place in all of the units for tenants that elect to access and activate their own telephone, cable and internet services.

12. With development wi-fi, was it the expectation for the owner to cover costs for the tenant's WiFi?

Answer: Development Wi-Fi is an option listed under the category of Project Amenities, the costs should be paid by the owner.

13. Or, in addition to ensuring infrastructure is in place, must the owner only provide WiFi outside the unit in common areas.

Answer: DEVELOPMENT WI-FI: Tenant access to the internet via a development deployed Wi-Fi network. Coverage must be available throughout the units as well as all areas of the development outdoors.

14. Or, provide must the owner access to WiFi throughout the Development and charge tenants for use? As you can imagine, incorporating free WiFi could be cost prohibitive. Just want to know what you guys are thinking regarding this issue.

Answer: Development Wi-Fi is an option listed under the category of Project Amenities, the costs should be paid by the owner.

15. Are housing developments that consist of single family homes able to select points for Development Wi-Fi?

Answer: Yes, but free Wi-Fi access must be provided to tenants in each home.

16. St. Mary's parish is not listed as a disaster parish in the QAP, but was declared a FEMA Designated Disaster Area after Hurricane Delta and Zeta. Would it be the case that this parish is being considered as part of or listed as another parish, or are we missing something?

Answer: St. Mary Parish was not included in the list of disaster parishes in the QAP because it was not listed as an eligible parish for disaster credits as per the U.S. Treasury IRS Notice 2021-45.

Questions submitted during the QAP Application Workshop

17. Will you please provide a list of the 8 metro parishes? There are only 7 listed in the Final version of the QAP as of July 14th.

Answer: There are 8 metro parishes but only 7 are listed under item number 4 in the final version of the QAP as of July 14th. Calcasieu is not included in the breakout list because a separate pool allocation was established for Lake Charles. The other seven metro parishes are Caddo, East Baton Rouge, Jefferson, Lafayette, Orleans and St. Tammany.

18. Can you explain the order which LHC will award funding based on the individual pools, and if the pools are collapsed.

Answer: NOTE to Allocation process – Credits and Applications remaining in the sub-pools will be consolidated in its designated upper tier pool and awarded to the highest ranking application(s) therein. Additionally, any residual credits and applications from the New Construction and Acquisition/Rehab Pools will be placed in a statewide collapse pool and awarded in rank order until there is an insufficient amount of credits to fund the next highest ranking application.

19. Is LHC Annual Compliance/Monitoring fee due at application submission?

Answer: No, only the application and market study fees are due by the application deadline.

20. Who completes Demand Cert-LHC Market Analyst?

Answer: The Demand Certification is completed by the Market Analyst that is assigned to complete the report for the project.

21. Regarding the newspaper postings, is there a list of acceptable local newspapers on your website?

Answer: Yes, please click the link pasted below. <https://www.lhc.la.gov/low-income-housing-tax-credit-lihtc-program>

22. In the Tie-breaking Procedures, it references Selection Criteria IA(I) percentage of low income units as the first tie-breaker. What if an applicant does not select points under that section and instead elects to have 100% low income units? Would that 100% percentage be included for first tie-breaker purposes?

Answer: No. 100 percent low income units would not be included for first tie-breaker purposes. See response to #6 above.

23. Where in the QAP does it reference a max Deferred Developer Fee? We ran into issues in QAP model where it says our DDF cannot exceed 50%...We couldn't find that referenced in final QAP?

Answer: There is no Minimum or Maximum Deferred Developer Fee requirement in the QAP. If an error message is displayed, please provide a written explanation in the comment box of the underwriting application. .

24. LHC previously indicated that they were going to clean up the online portal so that documents do not have to be uploaded in multiple locations (Threshold and in multiples Appendices). Is that complete?

Answer: Applicants are only required to upload a document once and can leave the duplicate locations empty.

25. In the past, some documents had to be uploaded in multiple sections. Is this still the case?

Answer: There may be multiple options to upload the same information, but it only needs to be uploaded once. See #24.

26. Is everything submitted electronically or will any original documents be required to go in by mail?

Answer: Everything must be submitted electronically through the online portal.

27. Are disaster credits included in the developer max LIHTC cap?

Answer: The per project and developer fee cap remains in place in fairness to all developers and in the spirit of the QAP process to maintain a level playing field.