

Frequently Asked Questions

COMMON QUESTIONS AND ANSWERS FOR THE 2016 MARYLAND QUALIFIED ALLOCATION PLAN (QAP) AND MULTIFAMILY RENTAL FINANCING PROGRAM GUIDE (GUIDE):

Q.1 What if I forget to include something in my application submission and it gets rejected at threshold review, can I just send in the missing information?

A.1 If you are competing for 9% LIHTC and/or RHFP through a competitive funding round, you may not add missing information at a later time. All application materials must be submitted by the Round deadline. So you must carefully review the checklists and make sure you have provided all the necessary information. Incomplete applications will be withdrawn from processing for that competitive round. If however you feel that you have been rejected in error you have 7 days to request reconsideration. You must make the request in writing as indicated in Section 2.3 of the Guide.

If you are applying for non-competitive funding (MBP, 4% LIHTC or PHRP), applications are accepted at any time, so it is easier to correct omissions or mistakes and re-enter the application into processing.

Q.2 Is an Energy Audit required at time of application?

A.2 An Energy Audit is not required at time of application for a rehabilitation project as indicated in Section 3.14.1 of the Guide. However, if a rehabilitation project receives a competitive award of LIHTC and/or RHFP, a comprehensive energy audit must be submitted to DHCD within 90 days of issuance of a Reservation Letter.

In addition, as noted in Section 4.6.2 of the Guide up to four points will be awarded to a rehabilitation project if the project sponsor commits to incorporate into the scope of work all energy conservation measures (ECM) that result in the prescribed overall energy savings OR by providing an energy audit that will document the requirements outlined in the Guide.

Q.3 If we are submitting an application for the Multifamily Bond Program (MBP), are we required to provide the self-scoring? Aren't all of the points in the scoring summary table above and beyond the threshold requirements? Would the score impact the funding for the MBP?

A.3 Applications for the MBP are subject to an initial review against the Threshold Criteria, as described in Chapter 3 of the Guide, and must score at least 92 points on the Competitive Scoring Criteria as in Chapter 4 of the Guide. You should complete the self-scoring to assist us in ensuring you meet at least the minimum 92 points.

Q.4 I will be submitting an application for the upcoming 9% tax credit round and would like to confirm that I will receive the full 18 points for Developer Capacity in Section 4.1.1 of the Guide. Can you confirm what points I may expect?

A.4 We appreciate the desire to know how you will be scored in the upcoming Funding Round; however it is the Department's policy not to pre-score any parts of an application before application submission. In awarding points under Section 4.1.1 of the Guide, the Department will review whether the development entity has a consistent and successful track record during the past five (5) years with projects that are similar to the proposed project and if the entity has shown the ability to remedy problems.

Q.5 Section 4.6.2 provides that, "Two (2) points will be awarded for any project utilizing alternative energy (solar, geothermal, etc.) for any of the following: water heating; heat and cooling; lighting; or electric generation for common areas or tenant units." Is there a threshold contribution to a project's energy, capital, operating, or environmental budget that the alternative energy arrangement must achieve to qualify for points under this section?

A.5 This is the first year points are available exclusively for the inclusion of alternative energy capacity. It is hoped and expected that a wide array of thoughtful, practical approaches will be submitted. It is possible that in future Rounds, based in part on this year's submissions, more precisely defined quantitative criteria will be devised. In the meantime however, it is expected that points will be awarded for all serious, non-trivial alternative energy approaches. Non-serious, gimmicky approaches might be installations limited to footpath lights, or solar fountains, etc.

Q.6 In the August 10, 2016, HDP Notice # 16-14 states "All applications for DHCD multifamily financing, whether through a competitive funding round or through non-competitive funding programs, must be submitted in hard copy and also using the on-line version of the CDA Form 202 accessible via the DHCD Portal at www.dhcd.maryland.gov". Must the on-line version of CDA Form 202 be submitted by October 28, 2016; the same day competitive applications are due?

A.6 The on-line version of the CDA Form 202 may be submitted after the October 28, 2016 application due date. The on-line version must be submitted no later than Wednesday, November 2, 2016.
