

# **State of Mississippi**

## **HOME INVESTMENT PARTNERSHIPS PROGRAM**

### **2020 HOME/Rental/CHDO Application Guide**

**February 13, 2020**



**MISSISSIPPI HOME CORPORATION**

## 2020 HOME APPLICATION CYCLE

### HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) 2020 Scoring Criteria & Rating Factors & Online Application

<https://www.mshomecorp.com/federal-programs/>

## OVERVIEW

### STATUTORY BACKGROUND/HOME PROGRAM

The purpose of the HOME Program is to:

- Provide decent affordable housing to lower-income households,
- Expand the capacity of nonprofit housing,
- Strengthen the ability of state and local governments to provide housing, and
- Leverage private-sector participation

The program was designed to reinforce several important values and principles of community development:

HOME's flexibility empowers people and communities to design and implement strategies tailored to their own needs and priorities.

HOME's emphasis on consolidated planning expands and strengthens partnerships among all levels of government and the private sector in the development of affordable housing.

HOME's technical assistance activities and set-aside for qualified community-based nonprofit housing groups builds the capacity of these partners.

HOME's requirement that Participating Jurisdictions (PJs) match 25 cents of every dollar in program funds mobilizes community resources in support of affordable housing. Mississippi is declared as a distress State and is exempt from the match requirement.

## ALLOCATION

HOME funds are allocated by formula to Participating Jurisdictions (PJs), which are defined as state and local governments (including consortia) that receive funds to operate the program.

The State must reserve ***a minimum of 15 percent*** of its annual allocation for activities undertaken by qualified Community Housing Development Organizations (CHDOs). MHC will commit CHDO/HOME allocation for single family and multi-family rental housing and single-family homeownership activities in accordance to addressing the State's priority needs.

In order for a CHDO to be eligible for set-aside funds, the CHDO must be organized and structured according to the standards provided in the HOME regulations and must develop, own or sponsor HOME-assisted housing according to 24 CFR 92.300. Only nonprofit organizations that have been certified by MHC as CHDOs can receive funds from the minimum 15 percent set-aside.

## **GENERAL POLICIES AND GUIDELINES**

To be eligible for HOME funds, a development must qualify under the federal rules contained in Regulation 24 CFR Part 92.

### **HOME REQUIREMENTS:**

1. HOME Eligibility
2. CHDO Certification Requirement
3. Income-Targeting Requirements & Determinations
4. HOME Funds and Public Housing
5. Maximum Award
6. Administration and Planning Costs
7. Period of Affordability
8. Prohibited Activities
9. Maximum Per-Unit Subsidy Amount, Underwriting and Subsidy Layering
10. Maximum Per-Unit Development Subsidy
11. Property Standards
12. Rehabilitation Standards
13. Site and Neighborhood Standards
14. Distribution of Assistance
15. Compliance Monitoring (Reference: HOME Regulations)
16. Fair Housing/Affirmative Marketing
17. Lead-Based Paint
18. Section 3
19. MBE/WBE
20. Accessibility
21. Environmental
22. Displacement, Relocation, and Acquisition
23. Conflict of Interest
24. Funding Accountability and Transparency
25. Program Disbursement and Information System
26. Program Income and Repayments
27. Onsite Inspections
28. Uniform Administrative Requirements
29. Audit
30. Monitoring
31. Closeout
32. Recordkeeping
33. Violence Against Women Act
34. Rent Limitations
35. Recordkeeping
36. Procurement
37. Citizen Participation

## **COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO) OVERVIEW SECTION**

Among the purposes of the Cranston-Gonzalez National Affordable Housing Act of 1990 (NAHA), as amended, are:

- (1) to promote partnerships between States, units of general local government and nonprofit organizations, and
- (2) to expand nonprofit organizations' capacity to develop and manage decent and affordable housing.

To assist in achieving these purposes, participating jurisdictions (PJs) under the HOME Investment Partnership (HOME) Program must reserve not less than 15 percent of their HOME allocations for investment in housing to be developed, sponsored, or owned by Community Housing Development Organizations (CHDOs).

Each participating jurisdiction must identify CHDOs that are capable, or can reasonably be expected to become capable, of carrying out elements of the jurisdiction's approved housing strategy.

A CHDO is a specific type of nonprofit organization as defined in Sect. 92.2 of the HOME final rule, 24 CFR part 92, published in the Federal Register on September 16, 1996. Although many nonprofit organizations share common characteristics with CHDOs, not all non-profits qualify as CHDOs under the HOME program.

CHDOs play an important role in developing affordable housing. It is essential, therefore, that participating jurisdictions be encouraged to build and strengthen partnerships with them.

## APPLICATION REQUIREMENTS

### **APPLICATION SUBMISSION**

Applications will be submitted to the Mississippi Home Corporation, 735 Riverside Drive, Jackson, MS 39202. Applicant is to submit two (2) application in separate binders with each exhibit labeled and tabbed.

Application dates are scheduled based on the distribution of the block grants to states. The amount of award will be based on federal appropriations.

MHC will conduct workshops to provide information helpful in the submission of applications and implementation of HOME projects. The announcement of MHC's workshops and deadline for applications will be posted on MHC's website.

MHC will reserve and allocate HOME funds consistent with sound and reasonable judgment, prudent business practices, and the exercise of its inherent discretion permitted by applicable law (Addendum 2).

MHC will to the extent practicable, underwrite the project, make a determination of whether the project is ready to proceed, confirm that the development has a financing gap that requires HOME funding.

### **CRITERIA FOR SELECTION OF APPLICATIONS**

MHC will use a ranking process to select projects for funding. Applications will be subject to a subsidy layering review of all sources of financing to determine that HOME fills a financing gap and does not result in federal funds providing excess in subsidy. Projects that will use Housing Tax Credits will undergo a separate review under the Housing Tax Credit Qualified Allocation Plan and procedures. Applications with incomplete supporting documentation will not be considered for funding. Applicants will receive a letter of rejection and may re-submit during subsequent competitive processes.

The application process consists of two steps:

- 1) **Threshold Review** - Does the application meet Threshold requirements to be considered for funding (Addendum 1);  
Applications are reviewed for completeness. Applicants will be notified if documentation provided is unclear and will have 2-3 calendar days to clarify requested items. MHC will permit clarification to be provided electronically unless a document with an original signature is required. Complete applications will proceed to scoring.

- 2) **Application Scoring** - Applications must score a minimum of 75 on a 100-point scale to be considered for funding. (Addendum 2)

Regardless of strict numerical ranking, the Selection Criteria does not operate to vest in an applicant or development any right to a reservation or allocation of HOME in any amount. Further, notwithstanding the point ranking system set forth above, MHC reserves the right and shall have the power to allocate funds to a development irrespective of its point ranking, if such intended allocation is:

- 1) In compliance with 24 CFR Part 92, of the Home Investment Partnerships (HOME) regulations
- 2) In furtherance of the housing goals stated herein; and
- 3) Determined by MHC to be in the interests of the citizens of the State of Mississippi

**Targeted Population** - Housing funded with HOME is targeted to low- and very-low income households. MHC will only fund applications that present a strategy for financial sustainability. A source of long-term rental assistance for income qualified tenants with lower income (0 to 60% of AMI) households is encouraged.

**Leveraging of Other Funds** - (Applicants are expected to combine HOME with funds from other sources). Applicants that anticipate receiving an award of other funding, such as HTF, LIHTC, must provide evidence that they have applied for such funding, including acknowledgement from the funding entity that the application has been received and the amount requested.

**Type of Award** - HOME contribution to a development will be structured as a loan which will mitigate risk. Loans may be structured as payable from available cash flow to minimize project debt and maximize affordability to lower income households. Terms of loans will be set by MHC underwriting and designed to ensure that the use of HOME dollars are maximized. The project must maintain viability and the greatest possible return on investment. Evidence of the award of any additional sources of funding must be provided to MHC no later than the due date set out in the reservation package. MHC has the discretion of allowing awards to be in the form of grants, based on the results of the subsidy and underwriting review.



## **THRESHOLD REVIEW**

To be considered for funding, applications must meet threshold requirements. Complete applications will proceed directly to scoring. If a project meets threshold requirements for use of HOME funds, MHC may allow an applicant up to 60 days to prepare a complete application, particularly finalizing match funding commitments.

**Funding Announcements** – Once all HOME requirements have been met, MHC's staff will make reservation recommendations to its Board of Directors at its next regularly scheduled board meeting. Once the Board approves the recommendations, a commitment letter will be mailed to applicants (See Addendum 1/Threshold).

## **SCORING**

Each project can receive up to 100 points based on the Final Rating Criteria. The following criteria provides details by which points are assigned for competitive scoring:

**Projects scored below Seventy-five percent will not be funded.** MHC will make funding offers to the highest scoring projects until available funds are exhausted. If there is a tie in the scoring among proposed developments, MHC reserves the right to utilize a tie-breaking system identified herein to break the tie. In the event of a tie in the scores, the Tiebreaking System will be used in the following order:

1. Priority funding will be given to the development that has the lowest CPU.
2. Address the most critical rental housing demand.
3. A development located in a poverty-stricken area of the State.
4. Developers firm commitment to provide project-based rental assistance.

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6. Address the most critical rental housing demand.
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8. Developers firm commitment to provide project-based rental assistance.

**Funding Announcements** - Upon the completion of the application review process in a competitive cycle, MHC Staff will make approval recommendations to the Board of Directors. Once the Board approves the recommendations, a commitment letter will be mailed to applicants (See Addendum 2/Scoring).

# Addendum 1 - Threshold

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MHC will use the following threshold and selection criteria items to process and select applications for funding.

## THRESHOLD FACTORS

An application must meet all threshold requirements in order to be Eligible for reservation of a HOME award. Documentation satisfying the threshold requirements must be included in the application and tabbed according to the Table of Contents. MHC will notify Applicants of any deficient item or any item requiring clarification. Any competitive application that does not meet all the threshold requirements within the timeframe of the notification letter will be disqualified.

### 2020 Application Cycle Threshold Factors

(1)	<b>Eligible Applicant</b>
(2)	<b>Eligible Project Type/Activity</b>
(3)	<b>Merits: Addressing State's Priority Housing Needs</b>
(4)	<b>Evidence of Affirmatively Furthering Fair Housing</b>
(5)	<b>Implementation of Supportive Services</b>
(6)	<b>Applicants Experience</b>
(7)	<b>Certification of HOME Requirements</b>

## 1. ELIGIBLE APPLICANT

Organizations eligible to receive funding through HOME and CHDO are for-profit and nonprofit organizations with demonstrated development experience and capacity to create, rehab, or preserve affordable housing.

The application must include the following documents:

### **For-profit Documentation**

Formation documents for the owner and general partner entities must bear the committal stamp of the Mississippi Secretary of State. For-profits entities that are not formed in Mississippi, the formation documents and a Certificate to do Business in the State of Mississippi must be submitted (Formation documents are required to be submitted with the application and Operation documents are required to be submitted during the final scoring for HOME funds).

Entity Type	Formation	Operation
Corporation	Articles of Incorporation	Bylaws
Limited Partnership	Certificate of Partnership	Partnership Agreement
Limited Liability	Certificate of Formation	Operating Agreement

A Certificate of Good Standing (dated within 30 days of the application date) for the owner and general partner entities must be included and a detailed Organizational Chart which illustrates the business structure of the principal members of the ownership entity. The chart must detail each principal member down to natural persons for every entity listed and it must reflect the ownership percentage of each entity and natural person (See Attachment).

### **Nonprofit Documentation**

**Nonprofit Organization Requirements** - To be considered a qualified nonprofit entity, the entity must be a 501(c) 3 or 501(c) 4 organization with an exempt purpose of fostering low-income housing. The nonprofit organization cannot be formed by one or more individuals or for-profit entities for the principal purpose of being eligible for funding. In addition, the nonprofit entity must not have any staff member or member of the nonprofit's board of directors materially participate in the proposed development as a for-profit entity in any capacity as staff, executive, or board member.

A copy of the nonprofit entity's Articles of Incorporation and Bylaws and all relative amendments, one of which must contain a description of the nonprofit

organizations activities that include the fostering of low-income housing in its Articles of Incorporation or Bylaws must be included in the application.

Must submit to MHC prior to submission of application

- Proposal- Identifying project.
- CHDO Certification (**Exhibit**)

## **2. ELIGIBLE PROJECT TYPE/ACTIVITY**

HOME funds shall be used for projects supplying rental and homeownership housing that meet the requirements of the HOME Program. Construction and rehabilitation of multi-family and single-family rental units are eligible, and the construction of single-family homeownership units are eligible. Activities must include construction or rehabilitation for low- to very-low income households.

## **3. MERITS: ADDRESSING STATE'S PRIORITY HOUSING NEEDS**

All developments must meet the priority housing needs of the State's Con Plan. Developments assisted with HOME funds are required to set aside a percentage of the project's total units for persons whose incomes do not exceed income for low- or very-low income families. HOME assisted units must be designated for Special Needs Housing. Applicants must indicate this election on the HOME application form.

**Requirement:** To meet threshold at least one of the following categories listed below must be selected: Applicants have the option of selecting more than one of the categories to address the State's Priority Housing Needs.

### **Based on the Special Needs Category listed below:**

1. Percentage of the units that are assigned for Housing for Disabled Persons;
2. Percentage of the units that are assigned for Housing for Homeless
3. Percentage of the units that are assigned for Individuals released from incarceration.

### **Land Use Restrictive Agreement (LURA)**

Committing to serve low-to-very low-income tenants for a period of 15 to 20 years or longer must be executed and recorded prior to final approval. In addition, committing to serve low income household for homeownership is based on the

amount of HOME investment not to exceed 15 years. Applicants must indicate this election on the application form. In addition, a statement, executed by the organization, electing to set-aside a percentage of the total units for persons at or below 60% of the area median income must be included in the application package.

- i. **Memorandum of Understanding (MOU)-** A statement, executed by a principal member of the Ownership Entity or the Person of Authority electing to set aside a minimum of ten (10) percent of the total units for persons at or below 60% of the area median income must be included in the application package.
- ii. **Letter of Support-** A letter of support from a third-party entity that will provide supportive service to the special needs category or categories selected.

#### 4. EVIDENCE OF AFFIRMATIVELY FURTHERING FAIR HOUSING

Fair Housing requirements including affirmatively furthering fair housing apply to the HOME program and any limitation or preference must not violate nondiscrimination requirements. Applicants must adhere to CFR 92.351 and provide an Affirmative Marketing Plan demonstrating the goal and effort to affirmatively further fair housing for very-low income households according to HOME requirements and the State's Con Plan.

The Affirmative Marketing Plan must include the following elements:

1. Implement a method that is effective in marketing the availability of housing opportunities to individuals of both minority and non-minority groups that are least likely to apply for occupancy.
2. Identify a housing market area from which a single or multi-family housing project owner/agent may reasonably expect to draw a substantial number of its tenants or beneficiaries.
3. Identify an expanded housing market area which is a larger geographic area which may provide additional demographic diversity in terms of race, color, national origin, religion, sex, familial status, or disability.
4. Include marketing material in other languages for limited English proficient individuals and alternative formats for persons with disabilities in public view.
5. Include community contacts to help market the project to those least likely to apply.
6. Describe the proposed method of advertising to market those least likely to apply.
7. Marketing Plan must be in effect throughout the life of the affordability

- period.
8. Project must be available for public inspection at the sales or rental offices.
  9. Fair Housing Poster must be prominently displayed in all offices in which sale or rental activity takes place.
  10. Project site sign must display in a conspicuous position the HUD-approved Equal Opportunity Housing Opportunity log, slogan, or statement.

## 5. IMPLEMENTATION OF SUPPORTIVE SERVICES

Applicants must demonstrate a connection with the community and its needs by implementing programs and/or community activities to assist in building wealth and assets, promoting life skills, and the enhancement of beneficiaries and the community. All developments must commit to provide a minimum of two (2) community services in at least two unrelated areas not otherwise typically present in low-income rental housing (See examples below). Applicants must select services that will meet the needs of beneficiaries and the community. In addition, the types of services must be kept current as to changing needs, economic conditions, and social change.

Applicants must list all services that will be provided by the development in the application. Upon receipt of a reservation of HOME funds, applicants must provide supporting documentation for each service. Additionally, development owners will be responsible for making sure that property managers maintain evidence that the services are being provided (e.g. sign-in sheets, letters/memos to beneficiaries).

Requests for changes from prior approved community services must be approved by MHC. Development owners and property managers must provide an annual performance report as evidence that community service requirements have been met. Community service activities must be provided during the duration of the affordability period.

### Examples of Acceptable Community Services but not limited to:

Personal Development	Child Development
Computer Classes	After School Program
GED Training	Child Care Services
Job Training	Parenting Classes
Health/Nutrition Classes	
Counseling Programs	Community Awareness Events/Activities
Credit Counselling	Health Fair

Personal Budget	Fire Safety
Homebuyer Education	Crime Watch
Drug and Alcohol Prevention	Mental Health Programs

\*The required number of Community Services Certification Forms must be submitted with application. Failure to submit two forms could result in application not meeting threshold.

## 6. APPLICANT EXPERIENCE

Applicant must provide documentation such as resumes, references, and financial statements demonstrating their capacity and years of experience in developing multi-family and single-family housing. They must also provide evidence of the successful completion and operation of similar projects for low-income populations.

### **Demonstrated experience and capacity to conduct an Eligible HOME activity**

1. Own, construct or rehabilitate, and manage and operate an affordable single and multifamily housing development, and;
2. Serve extremely low-income households, and special needs populations, such as homeless families and people with disabilities;
3. Demonstrate ability and financial capacity to undertake, comply, and manage eligible activities;
4. Demonstrate its familiarity with the requirements of other federal, state, or local housing programs that may be used in conjunction with HOME funds to ensure compliance with all applicable program requirements and regulations.

## 7. CERTIFICATION OF HOME REQUIREMENTS

Recipients of HOME funds are to submit written certification assuring that HOME assisted housing units will comply with all Regulatory and Statutory HOME requirements for the entire period. This certification must be provided on the applicant's company letterhead signed by the owner of the Development.



# Addendum 2 Scoring

## SELECTION CRITERIA

MHC will score each application based on the selection criteria listed below. An application must score a minimum of seventy - five (75) points in order to be considered for a HOME award.

### 2020 HOME Program/Rental/CHDO Scoring Rating Factors

(1) Geographic Diversity	Up to 15 pts
(2) Rental Assistance	10 pts
(3) Extended Affordability Period	5 pts
(4) Supportive Service Commitment	Up to 20 pts
(5) High Opportunity Areas	Up to 10 pts
(6) Section 504 Compliant Units	Up to 20 pts
(7) Energy Efficiency Plan	10 pts
(8) Development Amenities	Up to 10pts
<b>Total</b>	<b>100 pts</b>

#### 1. GEOGRAPHIC DIVERSITY-Up to 15 pts

Geographic diversity as reflected in the Con Plan – Projects that focus and achieve the most impact of the State’s priorities in rural and urban areas of the State.

Geographic diversity as required in the Consolidated Action Plan-Projects that focus and achieve the most impact on the State’s priorities in rural and urban areas of the State.

a) Projects developed are in locations that are considered poverty driven and address the affordable rental housing needs for very low-income (VLI) (60 % of AMI) households. **Five Points (5) are awarded to developments located in counties or Census Tracts with a poverty rate above 30 percent.**

- i. Exhibit 1- Persons in Poverty by County
- ii. Exhibit 2 Persons in Poverty by Census Tract

b) Address critical housing needs with an emphasis on the prevention, reduction, and expansion of permanent housing opportunities for persons experiencing homelessness and persons with serious mental illness.

**i. Up to 5 points awarded to project based on the number of persons**

**in the county who are counted as homeless or who have entered a Mississippi State Hospital from the county. Developments that will serve both populations will be awarded points based on the county's highest points in either category.**

**1. Exhibit 3 Admissions to State Hospital**

**2. Exhibit 4 Persons Homeless**

c) Projects will be funded according to the shortage or strong evidence of an inadequate supply of rental housing affordable to very low-income (VLI) households.

Geographic diversity as required in the Consolidated Action Plan – Projects that focus and achieve the most impact on the State's priorities in rural and urban areas of the State.

**Five (5) Points are awarded.** Documented by market study. The analysis must document the need for rental units affordable to VLI households in the market served by the property. The analysis must include a clear statement that the market can absorb the units being proposed. The market study shall assume the new supply from the project will be at least 10% of the units in the development, or higher percentage established by the applicant.

## **2. RENTAL ASSISTANCE- 10 pts**

Acceptable rental assistance is limited to assistance contracted by HUD and/or USDA for period of affordability documented on the HOME application. If awarded funds, applicant must certify that it will provide rental assistance acceptable to MHC or that it will adjust tenant's rent to maintain affordability for the tenants. This certification is part of the written agreement that commits HOME to the development.

To be eligible to receive points, the applicant must include a copy of an executed agreement between the ownership entity and the funding entity that includes the amount of rental assistance that will be provided, the

number of units assisted, its duration, and any qualifying terms and/or conditions.

### **3. EXTENDED AFFORDABILITY PERIOD-5 pts**

To receive points, the applicant must elect to extend the affordability period beyond the minimum required by federal regulation which may be 15 or 20 years depending on the amount of grant funds awarded. This extended affordability period will be incorporated into the Written Agreement between MHC and the Recipient of HOME funds. Failure to satisfy the extended affordability period is subject to recapture of HOME funds.

### **4. SUPPORTIVE SERVICES COMMITMENT-Up to 20 pts**

To be considered for points under this category, applicants must incorporate facilities and services that stabilize living environments and enhance quality of life for the following special needs categories, which are identified in the State's Consolidated Plan as high priority and targeted populations: (1) Persons with Serious Mental Illness; (2) Persons with Disabilities ; (3) Persons released from incarceration; (4) Homeless Elderly 55+; (5) Youth homeless or aging out of the Foster Care System.

Applicants are required to submit with application a Supportive Services Plan appropriate to the target populations selected. The Plan must include a narrative describing how the proposed services meet the needs of the target population(s). Applicant may receive up to 20 points under this category. Points are assigned per each selection.

- a. The percentage of HOME units designated for special needs population(s) is above the minimum 10% requirement. **5 points**
- b. Development contracts with a service provider or hires staff to deliver the services provided for special needs population

selected in the application. **15 points**

**Examples of services may include, but not limited to, the following to enhance target population(s) quality of life and independence:**

- 1) Provide services that will enhance life skills and level of education for the targeted populations.
- 2) Provide nutritional /health wellness services.
- 3) Provide supportive services for residents released from incarceration to accomplish adjustment back into society, job placement, educational and financial literacy.
- 4) Provide supportive services for emancipated youth who are homeless, at risk of homelessness, or aging out of the foster care system.

## **5. HIGH OPPORTUNITY AREAS- Up to 10 pts**

Projects developed in High Opportunity Areas where there is availability of sustainable employment, a low poverty rate, high- performing schools, housing accessible to hospitals; employment centers; transportation corridors and hubs.

Points will be awarded based on the following:

- 1) Areas which include a high concentration of extremely low-income populations and a shortage of affordable housing in the geographical area as documented in market study - **2 points (Documented by market study)**
- 2) High-performing school districts: defined as areas that have a public-school district with a “B” or higher rating as listed in the Mississippi Department of Education’s Accountability Results-**3 points (Exhibit 5 School Districts)**
- 3) Housing accessible to transportation corridors and hubs. Cities or counties served by a scheduled bus service or providers operating with grants funded by Federal Transit Administration. – **1 point (Exhibit 6 Counties Served by Public Transit)**
- 4) Housing accessible to hospitals. Project located in a county with a hospital. - **2 points (Documented by market study)**
- 5) Housing accessible to employment centers. Project located in a county with over 500 new hires per quarter twelve months ending 2019 Q2. - **2 points (Exhibit 7 New Hires by County)**

## **6. SECTION 504 COMPLIANT UNITS-Up to 20pts**

To be considered for points under this category, applicants of multi-family, new construction or rehabilitation developments must increase the number of mobility units above the minimum required under Section 504 regulation by one (1) or more units.

- 1) Development provides one (1) additional mobility unit: **10 points.**
- 2) Development provides two (2) or more additional mobility units: **20 points.**

## **7. ENERGY EFFICIENCY PLAN-10 pts**

Rental developments are designed and built to a level of energy efficiency that meets or exceeds the levels required to qualify for the Energy Efficiency/Green Sustainable Design. Examples of energy efficiency, but not limited to high-efficiency heating & cooling equipment & controls, energy-efficient lighting upgrades & controls, programmable thermostats, insulation improvement, air-sealing & weatherization. The following must be submitted with the application to receive points under this category:

- a. Energy Efficiency Plan outlining the method to reduce the energy for tenants.
- b. Estimated cost savings proposal per unit
- c. Building Plans & Specifications
- d. Contract with service provider

## **8. DEVELOPMENT AMENITIES-Up to 10pts**

**Developments will be awarded two points per development amenity up to a maximum of ten points.** Amenities must be appropriate to the proposed tenant population. All proposed amenities must be selected on the application and notated and highlighted on the Plans/Drawings or Physical Needs Assessment. Applicants must adhere to all amenities selected on the application, regardless of whether points are awarded. Building components installed to qualify for Section 504-compliant unit points do not qualify as Development Amenities.

### **1. Advanced Community Services/Classes**

### **2. Neighborhood Services**

Points may be awarded to a proposed development that has at least two of the following services located within *one half (1/2) mile of the proposed site, documented in market study:*

- Grocery Store
- Pharmacy
- Bank or Credit Union
- Hospital or Medical Clinic

### **3. Furnished Clubhouse or Community Building**

### **4. On-site Business/Education Center**

### **5. Exterior Security**

### **6. Fitness Center**

### **7. On-site Laundry Facility**

### **8. Walking, Jogging, or Biking Trail**

### **9. Basketball, Volleyball, or Tennis Court**

### **10. Landscaped area including a gazebo with sitting area**

### **11. Playground** (Multi- phase developments must each have its own playground).

**Documents are located on Mississippi Home Corporation's Website at:  
[www.mshomecorp.com/federal-programs/home/](http://www.mshomecorp.com/federal-programs/home/)**

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- 2020 HOME Application Guide
- Exhibits 1,2,3
- Federal Register
- HOME Table of Contents Form
- HOME Multi-Loan Application
- Sources of Funds
- Project Development Cost Budget and Timeline
- Subsidy Layering Worksheet
- State of Mississippi HOME Maximum Mortgage Limits
- Long Term Rental Assistance Commitment Certification
- Initial Site Assessment Form
- Construction Certification Form
- Minimum Design Quality Standards (MDQS)
- MHC Housing Tax Credit Compliance Monitoring Plan
- Period of Affordability Awareness Statement
- Notice of Occupancy Rights Under VAMA-HUD Form 5380
- Emergency Transfer Plan VAWA-HUD Form 5381
- Certification of Domestic Violence-VAWA-HUD Form 5382
- Emergency Transfer Request-VAMA-HUD Form 5383
- Rehabilitation Standards
- Uniform Physical Condition Standards (UPCS)
- Physical Needs Assessment Form
- Development Experience Form
- Management Experience Form
- Special Needs Housing Commitment Certificate
- Community Services Certification Form
- Development Organization Chart
- Development Narrative (location map & neighborhood description)
- Income Limits
- Definitions
- References