



Mississippi Home Corporation
735 Riverside Drive
Jackson, MS 39202

**MISSISSIPPI HOME CORPORATION (MHC)
HOUSING TAX CREDIT PROGRAM
PROGRAM BULLETIN #18-001**

TO: Developers, Owners, Management Agents Representing Owners,
Interested Parties and State of Mississippi

FROM: Cliff Holmes, Vice President of Tax Credits
Mississippi Home Corporation

SUBJECT: 2019 and 2020 Draft Qualified Allocation Plan Public Hearing Announcement

DATE: September 12, 2018

This bulletin serves to inform that the Mississippi Home Corporation (MHC) will hold a public hearing to present proposed changes to the 2019/2020 Qualified Allocation Plan (QAP). Information for the public hearing is as follows:

**The Westin Jackson
407 South Congress Street
Jackson, MS 39201
Thursday, September 27, 2018
3:15 p.m.**

The purpose of the public hearing is to receive and consider public comments regarding the draft Qualified Allocation Plan. MHC will also accept written comments on the proposed changes by hand delivery or e-mail at taxcredits@mshc.com. Written comments must be received no later than 5:00 p.m. on Thursday, October 4, 2018.

See below a summary of proposed updates to the 2019/2020 Qualified Allocation Plan.

Executive Summary
2019 and 2020 Qualified Allocation Plan (QAP)
Proposed Revisions

Public Hearing: September 27, 2018

The following is a summary of proposed changes (highlighted in red font) for Mississippi's 2019/2020 Qualified Allocation Plan.

INTRODUCTION

Page 5 Introduction

Changed dates and location to reflect new public hearing details

On ~~October 5, 2016~~September 27, 2018, MHC, acting pursuant to statutory requirements, held a public hearing at ~~The Hilton The Westin Jackson Hotel, 1001 East County Line Road~~ 407 South Congress Street, Jackson, MS for the purpose of receiving comments on a draft of Mississippi's ~~2017/2018~~ 2019/2020 Qualified Allocation Plan (QAP). In addition to oral comments received at the hearing, MHC requested written comments from interested members of the public concerning the draft QAP. Both the oral and written comments received were considered and fully evaluated prior to MHC's adoption of the ~~2017/2018~~2019/2020 Qualified Allocation Plan. The ~~2017/2018~~2019/2020 Qualified Allocation Plan was presented to the Governor of the State of Mississippi, who formally approved its terms by Resolution received by MHC on December ~~2016~~2018.

SECTION 1: GENERAL POLICIES AND GUIDELINES (GPAG):

Section 1.3 Compliance Eligibility

Page 08, (Item 1)

Added language to simplify year references for multi-year QAP

1. **Major Noncompliance.** Applications that are submitted by an entity with existing major noncompliance findings (that occurred prior to January ~~1st, 2017~~of the current cycle year) for the owner, developer, general partner, management entity or consultant that has previously served as owner, developer, or general partner of any development in which they are associated will be disqualified from consideration.

Applicants with a major noncompliance issue that occurred prior to January ~~1st, 2017~~of the current cycle year that is resolved by December 31,~~st 2016~~of the preceeding year are eligible to apply without penalties.

Applicants with a major noncompliance issue that occurred prior to January 1,~~2017~~st of the current cycle year that is not resolved by December 31,~~2016~~st of the preceeding but is resolved prior to the submission of the application are eligible to apply. However, points will be deducted from the application. See Addendum A for point deductions.

Section 1.5 Development Requirements

Pages 13, (Item 8b) Tax-Exempt Bond Developments

Revised Inducement Requirements

a. Inducement Resolution Requirements

1. Investment Grade Rating (independent or enhanced)/OR privately placed with an investment letter to be approved by MHC.
2. General Description / location, number of units, financing sources, Pro-Forma—initial, type and amount of Bond Issue
3. References—other details

- ~~4. Copy of latest audited financials~~
- ~~5.4. List of Developments~~
- ~~6.5. Location~~
- ~~7.6. Development Stage~~
- ~~8.7. Lease-Up~~
- ~~9.8. Developer to select professionals.~~
- ~~10.9. Developer is responsible for paying all costs of issuance (including MHC's Issuer Counsel and Financial Advisor).~~
- ~~11.10. If the principal balance is less than \$15 million, MHC shall be paid twenty basis points but not less than \$10,000. If the principal balance is greater than \$15 million, MHC shall be paid fifteen basis points or \$30,000, whichever is higher.~~
- ~~12.11. \$3,500 application fee (non-refundable) which is submitted at the time of the Inducement Resolution.~~
- ~~13. Developer pays all costs. Fee Schedule available upon request.~~

Page 11, (Item 8d) Housing Tax Credits Requirements

Added language to specify submission requirements for 4% applications

Applicants are required to submit a complete application package in accordance with the QAP. Applicants will have eighteen (18) months from the time of Bond Inducement to submit the Tax Credit application package. Tax-Exempt Bond applications will not be accepted during the duration between the opening day of the 9% Tax Credit Cycle and the announcement of award recipients. Incomplete application packages submitted to MHC will be returned to the applicant.

Section 1.6 Maximum Credit Award

Page 15, (Item 1) Maximum Developer/Owner Award.

Added generic language to accommodate multi-year QAP's

Annual Credit Authority (ACA). The annual ~~per capita federal~~ tax credit amount is determined by the per capita rate (which changes annually) multiplied by the state's population currently available to Mississippi is \$2.35 per capita.

Section 1.7 Identity of Interest

Pages 15 and 16 (Item a) Definition

Added new language to replace and revise the definition of Identity of Interest

- a. **Definition.** ~~MHC requires that all parties in each tax credit application identify the existence of an Identity of Interest with other parties in its Tax Credit application and in any other Tax Credit application in the same tax credit funding round. MHC will take such identity of Interest into determining maximum fees and other items.~~ MHC defines an Identity of Interest to exist when there is a financial, familial or business relationship that permits less than arm's length transactions. MHC will determine such a relationship exists in the following non-exclusive circumstances:
 - When one or more of the officers, directors, stockholders, members or partners of the applicant's Development Team (as defined in GP&G #1.2.4) is also an officer, director, stockholder, member or partner of any other applicant's Development Team.
 - When any officer, director, stockholder, member or partner of an applicant's Development Team has any financial interest whatsoever in another application or applicant's Development Team.

- When a Development Team member is a business partner of an officer, director, board member, or authorized agent of any other Development Team member.
- When any member of the Development Team advances funds to the Owner.
- When any member of the Development team takes stock or interest in the Owner entity as part of consideration to be paid to him or her.
- Any person who is a signatory or guarantor of construction financing documents, permanent financing documents, and/or equity syndication documents.
- Has been a member of another applicant's Development Team in the last five (5) years.
- This limit will also apply to any person or entity that is related to any person or entity specified above.
- ~~• Any person or entity who has a right to (i) replace the developer, (ii) act as co-developer, (iii) replace any individuals or entities who comprise a developer or co-developer, or (iv) otherwise direct the activities of the developer will be considered a developer for purposes of applying this limit.~~
- ~~• Any person or entity who has a right to (i) replace the general partner of the owner or applicant, (ii) act as co-general partner of the owner or applicant, (iii) replace any individuals or entities who comprise a general partner or co-general partner of the owner or applicant, or (iv) otherwise direct the activities of the general partner of the owner or applicant will be considered an owner or applicant, as the case may be, for purposes of applying this limit.~~
- ~~• Any person or entity who has a right to (i) replace the controlling stockholder of the owner or applicant, (ii) act as controlling stockholder of owner or applicant, (iii) replace any individuals or entities who comprise a controlling stockholder of the owner or applicant, or (iv) otherwise direct the activities of the controlling stockholder of the owner or applicant will be considered an owner or applicant, as the case may be, for purposes of applying this limit.~~
- ~~• Any person or entity who has a right to (i) replace the managing member of the owner or applicant, (ii) act as co-managing member of the owner or applicant, (iii) replace any individuals or entities who comprise a managing member or co-managing member of the owner or applicant, or (iv) otherwise direct the activities of the managing member of the owner or applicant will be considered an owner or applicant, as the case may be, for purposes of applying this limit.~~
- Any person who is a signatory or guarantor of construction financing documents, permanent financing documents, and/or equity syndication documents.
- This limit will also apply to any person or entity that is related to any person or entity specified above.

Section 1.8 Administrative Guidelines

Page 18

Added new language regarding Public Records Requests

- 7. Public Records Requests** - All applications are subject to disclosure under the Mississippi Public Records Act of 1983 (Miss. Code Ann Section 25-61-1 et seq.) and the MHC Public Records Policy. As part of the application submission, applicants acknowledge that the applications are subject to disclosure upon

request. Applicants seeking to claim a statutory exemption to such disclosure must note on each application page deemed confidential that the page is “CONFIDENTIAL.”

Upon receiving a Public Records Request requesting any or all of an application, MHC will notify the applicant of the request. MHC will release all parts of the application requested that are not marked “CONFIDENTIAL” in accordance with this Section and its Public Records Policy. Applicants will be given the opportunity to obtain a Protective Order from the appropriate court for that information marked CONFIDENTIAL. If Applicant does not request a Protective Order within Seven (7) days of receiving notice of the request, the information will be released. The burden is solely on the applicant to take such actions as it deems necessary and appropriate to obtain a Protective Order. Further, by submitting an application, the applicant is agreeing to indemnify MHC for any claims arising or related to MHC’s disclosure or non-disclosure of materials submitted to MHC related to an application.

SECTION 2: IMPORTANT DATES AND FEES

Page 18, Chart 2 Important Dates and Fees

Updated deadline dates to reflect current year

EVENT	DEADLINE DATE
Technical Assistance Period Opens	January 7-2, 2018 2019
Request for Compliance Verification Deadline (Mandatory)	January -57, 2018 2019
Blight Pre-approval Package Request Deadline	February 9, 2018
Waiver Requests / Prior Approval Deadline	February 98, 2018 2019
MHC’s Written Response to Waiver Requests	February 2322, 2018 2019
Evidence of Compliance with Community Notification due to MHC	March 5, 2018 2019
Technical Assistance Period Closes*	March 915, 2018-2019 @ 45:00 pm CST
Application Cycle Opens	March 19,18 2018 2019
Application Cycle Closes (Hard Copy & Online)	March 2322, 2018-2019 @ 4:00 pm CST
MHC Annual Conference	March 27-2926-27, 2018 2019

***Note:** Applicants may seek technical assistance for any system related issue with the online application until 4:00 p.m. CST on March 22, 2018.

Section 2.1 Application Period

Page 18

Updated application cycle dates and references to 9% vs 4% application:

- Applicants may apply for the competitive 9% ~~Tax Credit Cycle credit funding~~ only during the application cycle dates established in Chart 2 above. Tax Exempt Bond (4%) financed developments may only submit applications prior to and after the 9% Tax Credit Cycle year round.

The competitive Application Cycle for 2017 will be held as follow:

APPLICATION TYPE	APPLICATION PERIOD	DEADLINE (TIME)
Hardcopy Application	March 19— March 23, 2018	4:00 pm CST
Online Application	March 19— March 23, 2018	4:00 pm CST

A complete ~~hardcopy~~ application package must be submitted to MHC no later than 4:00 p.m. Central Standard Time by the last day of the application ~~period cycle~~ to be considered for an allocation. Late applications will not be accepted. ~~Online applications will be due Friday, March 23, 2018 by 4:00 p.m. (CST)~~

Section 2.2 Technical Assistance

Page 19

Updated technical assistance period:

MHC's Technical Assistance period will open ~~on January 2, 2018 and close on March 9, 2018~~ and close on the specified dates listed in Chart 2 above. During this time, Applicants may contact the Allocation Staff regarding the QAP application and/or its process.

Section 2.3 Fees

Pages 19 and 20

Updated applicable fees relating to 4% applications

TYPE OF FEE		AMOUNT OF FEE
Application Fee		\$1,500 (9% competitive round) \$3,500 (Tax Exempt Bond; <u>Due at Bond Inducement</u>)
Servicing Fees	Reservation	50% of Servicing Fee
	Commitment	50% of Servicing Fee
	<u>Sec 42(m) Determination Letter</u>	<u>100% of Servicing Fee (for 4% Tax-Exempt Bond projects)</u>
Late/Non-Response Fees		\$100 per day for the first five (5) days \$250 per day for days six (6) thru fifteen (15) \$500 per day for days sixteen (16) thru thirty (30)
50% Completion Penalty Fee		1.25% of the first 5 years credit allocation
Signage Penalty Fee		\$50.00 per day for each day that proper signage is not in place (see Section 7.5)
Subsequent Site Visit Fee		\$250 per visit will be assessed for each subsequent visit after an unsatisfactory initial inspection

8609 Reprocessing Fee	Minimum \$25 fee for up to ten (10) Forms 8609 and \$1.50 for each additional form if owners fail to report any discrepancies within seven (7) business days.
HUD Subsidy Layering Review	\$1,250 per development

1. **Application Fee.** The application fee under the competitive 9% cycle is \$1,500 and is due at the time of the application submission. The application fee (certified check payable to MHC) must be delivered to MHC no later than the close of the application cycle date established in Chart 2 above. Failure to submit the application fee by the deadline will disqualify the application. Regardless of the funding decision, all application fees are non-refundable.

The application fee for Tax-Exempt Bond financed developments is \$3,500 and is due at the time of Bond Inducement. Please note that incomplete Tax-Exempt Bond applications will be returned to the applicant and the appropriate application fee must be repaid to resubmit application.

2. **Servicing Fee.** A Servicing Fee of 2.75% of the total credit over the ten (10) year period will be assessed to each development that receives a reservation of tax credits (also applies to 4% Tax-Exempt Bond projects). The Servicing Fee consists of Allocation Fees (2%) and Compliance Monitoring Fees (.75%). Fifty percent (50%) of the Servicing Fee will be due at the time of Reservation and the other fifty percent (50%) will be due at the time of Commitment. For 4% Tax-Exempt Bond projects, one hundred percent (100%) of the Servicing Fee is due at the time of Section 42(m) Determination Letter.

SECTION 4: THRESHOLD FACTORS

Section 4.1 Community Notification

Page 22 (Item 2) Notice to Community

Added language regarding signage

Signage Requirements. Applicants must post signage at the proposed site giving notice that a tax credit application will be submitted to MHC. The signage must be posted at least ten business days prior to the application cycle opening date and shall remain in place until the development is placed in service, if awarded.

SECTION 6: APPLICATION PROCESS

Section 6.1 Request for Waivers

Page 34

Added language to clarify the requirements of annual waivers

Applicants requesting a waiver of any QAP provision must submit their request in writing by the deadline date outlined in Section 2 of the QAP. Any waiver request not submitted by the deadline will not be considered. Waivers will need to be requested on an annual basis. Previously approved waivers are not guaranteed in subsequent cycles. In addition, MHC will not accept or consider waiver requests for selection criteria items. MHC will provide responses to all waiver requests at least two weeks prior to the Application Cycle closing date

Section 6.2 Application Package

Page 34 and 35

Removed language relating to hard-copy applications

1. **Deadline Date.** Applications for the 9% competitive tax credit cycle credits are accepted during the application cycle(s) as stated in Section 2. ~~of the QAP.~~ Applications will only be accepted during the designated dates and time. There will not be any exceptions for late applications. Applications for 4% Tax-Exempt Bond financed developments will be accepted prior to and after the 9% Tax Credit Cycle ~~at any time during the year.~~
- ~~2. **Application CD.** The CD must consist of the excel application (yellow pages), site control documents, market study and the market study addendums (if applicable).~~
- ~~3. **Application Packages.** The Application Package must consist of the Excel Application (with original signatures), the Application CD, and the items required in the Table of Contents (Attachment 1).~~
- ~~4.2. **Application Submission.** All Application Packages must be submitted in hard copy form (with original signatures) and electronic form on a CD. All applications are considered final at the time they are received. Additional information cannot be submitted unless specifically requested by MHC.~~

All application packages must be submitted to:
Mississippi Home Corporation, 735 Riverside Drive, Jackson, Mississippi 39202.

 - ~~a. **Excel Application:** The Excel Application must be submitted in hard copy form (with original signatures) and electronic form on a CD.~~
 - ~~b.a. **Online Application:** The online application must be submitted via the web only. All required documents in the Table of Contents (Attachment 1) must be uploaded with the online application. Applicants will not be required to print and submit a hard copy of the online application.~~
- ~~5. **Binders.** The Application Package must be submitted in two separate binders as outlined in the Table of Contents (Attachment 1). Additional binders may be used if necessary. All binders must be labeled. Applicants must use green (ACCO USA Stock No. 2597) binders to submit the application package. Binders may be purchased from MHC at a cost of \$3.50 each.~~
- ~~6.3. **Table of Contents.** All applications must include a Table of Contents (Attachment 1). and all sections of the application must be tabbed as per the Table of Contents. Points will be deducted for items that are not placed under the correct tab (see Addendum A for point deductions).~~

Section 6.3 MHC Review Process

Pages 35 and 36 (Items 1 and 2)

Updated definition of “clarification”

All competitive applications will be reviewed for Site Location, Threshold Factors, Selection Criteria, Required Documents and Financial Feasibility, respectively. Tax Exempt Bond financed developments will be reviewed ~~for all except the Selection Criteria;~~ however all Tax Exempt Bond application and must score a **minimum of 70 points**. Any application that does not meet the requirements of each component will be disqualified.

- ~~1. **Application.** The Excel Application and the Online Application must be completed in its entirety. In addition, the information in both applications must be consistent. Failure to complete each application or provide consistent data will result in a deduction of points (see Addendum A for point deductions). For its 2017 Application Cycle, MHC will utilize the information provided in the Excel Application and the hard copy of the Application Package for review purposes. In instances where there are inconsistencies between the Excel Application and the Online Application, the Excel Application will prevail.~~

7. Clarification Letter. Upon review of an Application, MHC may, but is under no obligation to, request a clarification of an item containing a discrepancy or incongruity that requires MHC to draw a conclusion as to the response. Any applicant receiving a notice for clarification shall respond with the requested information within the time frame allotted. Failure to respond in such time will result in the item declared a deficiency with the appropriate point deduction. The determination of what constitutes a clarification shall be in the sole discretion of MHC. MHC may, at its discretion, send a “clarification letter” requesting the Applicant to provide additional information or to clarify any inconsistencies related to the application. The Applicant will be given a deadline for submitting the additional information. If the requested information is not received by the deadline date specified in the letter, then MHC will make a determination based solely on the information provided in the application. Points will not be deducted for clarifications.

Section 6.4 Appeals Process

Page 37

Added language for a new fee

Any applicant wishing to appeal a decision of MHC may do so in writing delivered to the attention of MHC’s Executive Director no later than 5:00 pm local time on the fifteenth (15th) day following the date of the scoring or threshold review notice. Appeal requests must be specific as to the decision being appealed. An applicant may only appeal its own application; thus, no applicant can appeal any determinations of another applicant’s application. An Appeal Fee of \$2,500 is required and is due at the time of your scheduled appeal meeting with MHC.

Section 7.4 Carryover Allocation Agreement

Page 41 (Item 2) Building Identification Numbers

Added language clarifying when BINS are issued for 4% projects

2. Building Identification Numbers (*Exhibit A*)

The Building Identification Number (BIN) is a nine digit, alpha numeric designation assigned to a low-income building. It is essential to the monitoring process for IRC Section 42. Once assigned, the BIN is a permanent identification number for purposes of filing any forms with the IRS. For 4% Tax-Exempt Bond projects, BINS are assigned at the time of IRS Form 8609 issuance.

SECTION 8: COMPLIANCE MONITORING PLAN SUMMARY

Page 48 (Item 8.3) Certification and Review

Clarified language for tenant income certification

In addition to reviewing these certifications, MHC will conduct on-site inspections of all buildings in each affordable housing development and, at a minimum, review the tenant income certification, the documentation supporting such certification, and the rent record for these units at least once every three (3) years for at least twenty percent (20%) of a development’s affordable units; a minimum of the lesser of 1) twenty percent (20%) of the project’s low income units or the minimum unit sample size in the Minimum Unit Sample Size Reference Chart. In addition, MHC will conduct an inspection of all buildings placed in service in a development after January 1, 2001 by the end of the second calendar year following the year the last building in the property is placed in service. At its sole option, MHC may give an owner reasonable notice that an inspection will occur so that the owner may assemble the appropriate records.

Page 50 (Item 8.9 Mandatory Tax Credit Compliance Training)
Removed language regarding training attendance

Fundamental Compliance Monitoring training is mandatory for ~~owners and~~ on-site managing agents of “NEW” tax credit developments within forty-five (45) days of the placed in service date of the first building or no later than the date of the next scheduled MHC compliance monitoring training.

Page 51 (Item 8.12) Qualified Contract Provisions

Added language to address requirements after terminating a LURA

For low-income residents who continue to reside in the tax credit development, the low-income use period is extended an additional three (3) years even if the owner is able to avoid the extended use period because there is no buyer willing to purchase the development at the formula price. An owner is prohibited from evicting residents for other than good cause, and from raising their rents beyond the tax credit maximum rents. This three-year period begins after the end of the one-year period when the housing credit agency seeks buyers to maintain the extended low-income use of the development. Those developments who terminate their land use restriction covenants due to foreclosure or qualified contract process must continue to comply with annual compliance reports and administrative fees during this three-year period.

ADDENDUM A: SELECTION CRITERIA

Site Location

Page 60 (Item 4) High Opportunity Area

Updated language to reflect current data for HOA

MHC has identified several opportunity tracts as being qualified as a High Opportunity Area (see map). To make this determination, MHC considered the following:

- a combination of the following indicators from the Environmental Systems Research Institute, Inc. (ESRI):
 - Median Household Income \geq 70% of MS ~~2015~~2018 Statewide Median Household Income
 - Projected 2018-2022 Population Growth
 - Median Household Income Growth
 - 2018 Unemployment Rate $<4.7\%$
 - Counties that had more than 500 new hires per quarter in ~~2015~~2018
- high-performing school districts: defined as areas that has a public school district with a “B” or higher rating as listed in the Mississippi Department of Education’s Accountability Results (<http://reports.mde.k12.ms.us/report/report2015.aspx>).

(c) Proposed new (Or)

Federal Opportunity Zone Tract if different from Census Tract designated above. Map: <https://esrimedia.maps.arcgis.com/apps/View/index.html?appid=77f3cad12b6c4bffb816332544f04542>

Page 62, (Item 5) National Green Building Standards
Removed "Gold Level" and set maximum points to 7 for Silver

Points will be awarded to developments that build/rehabilitate the development to meet the standards of the ICC 700 National Green Building Standards as follows:

- Silver Level..... 7 points
- ~~(a) Gold Level..... 10 points~~

Page 62 (Item 6) New Construction or Rehabilitation of Blight
Removed Blight as a scoring item

~~**3. NEW CONSTRUCTION OR REHABILITATION OF BLIGHT 10 pts**~~

~~Ten points will be awarded to a development that proposes to revitalize a blighted area through either the demolition and new construction of buildings or the rehabilitation of existing buildings. Applications must demonstrate how the proposed housing will contribute to revitalizing and/or stabilizing the area/neighborhood. Buildings may not be demolished prior to submission of the application.~~

~~Points will be awarded if the site has one or more of the following:~~

- ~~(a) The proposed site has one or more substantial building(s) that has been abandoned, is uninhabitable and constitutes a threat to human health, safety, and public welfare. A building will be considered substantial if it measures at least 15,000 sq. ft.~~
- ~~(b) The proposed site consists of a neighborhood with at least four commercial or residential buildings that are deteriorated or deteriorating and constitutes a threat to human health, safety, and public welfare. A neighborhood will be defined as a group of houses or buildings that are together in an area.~~
- ~~(c) The proposed development consists of scattered sites with blighted structures on four or more individual parcels that have been abandoned, is uninhabitable and constitutes a threat to human health, safety, and public welfare. A blighted structure must be a minimum of 650 sq. ft.~~
- ~~(d) The proposed development intends to use four or more residential lots where a blighted residential property was removed by the local jurisdiction using MHC's Blight Elimination Program. The proposed development may also qualify if it intends to use four or more lots where blighted properties exist at the time of application. The application must include evidence that the local jurisdiction intends to apply for funding under MHC's Blight Elimination Program and the specific lots to be used will be listed for demolition.~~

~~The application must include a letter from the Local Government Building Division stating the proposed site meets the requirements of the QAP for blight. In the event that the Local Government does not issue a determination of blight, the Applicant must provide a letter stating the Local Government's policy and provide documentary support such as notices of violation of: (1) Local Government's codes or regulations or, (2) of the recorded covenants, conditions and restrictions for the property, as well as a third party report indicating that the site meets the QAP's definition of blight. The application must also include photos of the blighted structure, neighborhood, or area. MHC reserves the right to determine whether or not the site meets these requirements.~~

~~Prior Approval Requirement~~

~~All Applicants seeking points in this category must request prior approval from MHC by the deadline date outlined in Section 2, Chart 2. Written request for approval must include a Development Narrative that provides details regarding the blight as well as how the proposed development will address the blight. The narrative must specify the location of the blight in reference to the proposed property. In addition, photos of the blight must be included.~~

Page 63 Development Amenities

Added a new scoring option for contracting with experienced service providers

◆ Experienced Service Provider

Developments that enter into a contract with organizations with a proven track record of providing services to families in Mississippi (Mentoring, Literacy, Workforce Development, Parenting, Nutrition, Food Banks, etc.) may be eligible for six (6) points. Examples of experienced service providers include: Families First, Extra Table, Springboard, etc.

Applicants must enter into a contract with a service provider(s) for a minimum of ten (10) years. The application must include a Memorandum of Understanding between the Owner and the Service Provider that includes the scope of services to be provided, the length of the contract and the cost to the development. The development must be able to demonstrate financial feasibility with the cost of the Service Provider as a line item on the Development 15-Year Pro Forma.

Page 64 (Item 7) Development Amenities/Neighborhood Services

Added new requirements for Neighborhood Services

Distance will be measured by odometer from the automobile entrance of the proposed development site to the closest automobile entrance to the parking lot of the applicable service. At the time of application submission, applicants must provide photos of the businesses/services selected for this point category along with a map evidencing the distant from the proposed development.

Page 64 (Item 7) Development Amenities/On-site Business/Education Center

Added new requirements for Business Center

Must have its own dedicated room and equipment (including desktop computers with Internet access, scanner, fax machine, and copier/printer) separate and apart from the equipment used by the development manager's office staff. The on-site business center must contain a minimum of one (1) computer for every ten (10) units. Detailed drawings of the community building to include business center and its equipment must be shown.

Page 64 (Item 7) Development Amenities/Walking, Jogging, or Biking Trail

Added new requirements for construction of a trail

Walking, Jogging, or Biking Trail

The trail must be an asphalt or concrete paved surface measuring at least five (5) feet in width and a minimum of ¼ mile in distance. The trail must be separate from the required sidewalks.

Page 68 (Item 10) Deeper Targeting

Added clarifying language regarding AMI calculation

Five points will be awarded to developments that set aside at least fifteen percent (15%) of the total units for persons whose income does not exceed thirty percent (30%) of the area median gross income. The 30% of area median gross income will be the straight-line calculation of the 50% AMI and not the 30% AMI published in the MTSP limits by HUD.

Page 69 and 70 (Item 11) Special Needs

Added new language regarding lease up requirements and removed bonus point options

Points will be awarded to developments that target one of the Special Needs categories listed below. All Owners and Management Entities of Special Needs Housing Developments are required to demonstrate continuous marketing efforts to serve the targeted special need population elected. The minimum required special needs unit obligation must be met by the end of the initial lease-up period.

~~Bonus Points.~~

~~All developments targeting Special Needs Housing are eligible to apply for the following bonus points:~~

- ~~• **MAOI Bonus Points.** Seven bonus points may be awarded to developments that set aside an additional 10% (with minimum of 2 units) of the total units in the development for persons targeted in the Mississippi Affirmative Olmstead Initiative and rents limited to 30% or less of the county specific AMI. Applicants must indicate this election on the application form. In addition, a statement, executed by a principal member of the Ownership Entity, electing to set aside 10% of the total units for persons targeted in the Mississippi Affirmative Olmstead Initiative at or below 30% of the area median gross income must be included in the application package. Developments proposing units in this category that also receive Section 8 Project Based Rental Assistance (HAP Contracts) are required to put units targeting persons in the Mississippi Affirmative Olmstead Initiative under the HAP contract for the duration of the contract, including extensions.~~

~~**Elderly or Veterans Bonus Points.** Five bonus points may be awarded to developments that set aside an additional 10% (with minimum of 2 units) of the total units in the development targeting the Elderly or Veterans population and rents limited to 30% or less of the county specific AMI. Applicants must indicate this election on the application form. In addition, a statement, executed by a principal member of the Ownership Entity, electing to set aside 10% of the total units for Elderly/Veteran persons at or below 30% of the area median gross income must be included in the application package.~~

Page 70 (Item 13) Development Experience/Qualified Principal Member

Corrected percentage amount of ownership for non-profit

Development experience points will not be awarded if a principal of the general partner entity has any outstanding major noncompliance issues which occurred prior to January 1, 2017. In cases where a development has non-profit involvement, the qualified principle member must have ~~49%~~**51%** ownership

Page 70 (Item 13) Development Experience/Qualified Principal Member

Added new language limiting points due to be a member other another applicant's dev team in previous 5 years

- A qualified principal member that meets the requirements herein due to being a member of another applicant's Development Team in the previous five (5) years or tax credit cycles will only be eligible for a maximum of half of the Developer Experience points

Page 72 (Item 1) Over Concentration
Updated over concentration zip code chart

Zip Code(s) with 3+ Developments Allocated HTC in Previous Two Years of current tax credit cycle			
COUNTY	ZIP	2015 2017	2016 2018
Lee Jones	38801 39440	2	1 2
Madison	39046	2	1

Page 73 (Item 4) Other Point Deductions
Removed point deductions related to hardcopy applications

1. OTHER POINT DEDUCTIONS

Points will be deducted for each of the following:

- ~~a.~~ Application sections not tabbed in accordance with the Table of Contents (TOC) (-1 pt.)
- ~~b.~~a. Amenities not highlighted on plans/drawings (-1 pt.)
- ~~c.~~b. Documentation provided under "Other Attachments" not labeled/identified on the TOC (-1 pt.)
- ~~d.~~c. Failure to include any addendums or exhibits to site control documents (See Section 4.2) (-1 pt.)
- ~~e.~~d. Missing/Incomplete item(s) for required documents (-1 pt. each)
- ~~f.~~e. Failure to include required copies of documents in the TOC. (-1 pt.)
- ~~g.~~f. The development has a major noncompliance issue that occurred prior to January 1, 2017 that was corrected after December 31, 2016. (-5 pts.)
- ~~h.~~g. Online application submitted late. (-5 pts)
- ~~i.~~h. Online application incomplete ~~or inconsistent with hardcopy application~~ (-5 pts)
- ~~j.~~i. Documents located in incorrect sections. (-1 pt each)

ADDENDUM B: MINIMUM DESIGN QUALITY STANDARDS

Page 74
Added clarifying language regarding 4% Tax-Exempt Bond projects

The purpose of the Mississippi Home Corp Architectural Review is to determine if a development meets the Agency's recommended architectural standards. The design standards for 4% (noncompetitive) tax credits will remain consistent with the design standards for the 9% (competitive) tax credits. When the final plans and specifications are submitted, the Architect shall include a statement that the development has met the minimum criteria. Plans must be submitted as ¼ scale. At the completion of construction, the Architect shall certify that the development has complied with all the minimum requirements. FAILURE TO COMPLY WITH THE MINIMUM STANDARDS WILL RESULT IN A LOSS OF CREDITS

Page 74 (Item 1) Single Family Homes
Added clarifying language regarding one-bedroom single family units

1. The minimum heated/cooled area for a single family detached two bedroom/two bath home will be 1,100 square feet (2 bedroom 2 bath units are limited to no more than 25% of the total unit mix). The minimum heated/cooled area for a single family detached three bedroom/two bath home will be 1,300 square feet. The minimum heated/cooled area for a single family detached four bedroom/two bath home will be 1,700 square feet. (One (1) bedroom single family units are prohibited.)