

WASHINGTON COUNTY CDA
SELF-SCORING WORKSHEET
2027 and 2028 LOW INCOME HOUSING TAX CREDIT PROGRAM

Development Name

Address/City

Owner Name

To claim points, place an "X" in the blue box to the left of the descriptions below. **Attach a narrative explanation and/or documentation for points claimed.** Each application will be awarded points according to the nature and character of the development proposal as a whole, as determined by the Washington County CDA. When calculating points related to a percentage of units, partial units must be rounded up to the next full unit.

Note: During the application review process, the Washington County CDA review of the submitted Self-Scoring Worksheet for Selection Points will validate whether the points claimed are eligible and points will be reduced if determined ineligible. The Washington County CDA will not award additional points which are not initially claimed by the Applicant. Regardless of points claimed, the LIHTC Declaration will reflect the application as submitted, including proposed unit rent and income levels.

MINIMUM THRESHOLD REQUIREMENTS

All Round 1 applicants for 9% LIHTC must meet one of the following threshold types. Please check one box to indicate the threshold type your project will serve. These minimum threshold requirements do not apply to 4% LIHTC applications.

New construction or substantial rehabilitation of projects in which, for the term of the extended use period (term of the Declaration of Land Use Restrictive Covenants), at least 75% of the total tax credit units are single room occupancy, efficiency or one bedroom units which are affordable by households whose income does not exceed 30% of area median income.

New construction or substantial rehabilitation of family housing projects that are not restricted to persons who are 55 years of age or older and in which, for the term of the extended use period (term of the Declaration of Land Use Restrictive Covenants), at least 75% of the tax credit units contain two or more bedrooms and at least one-third of the 75% contain three or more bedrooms.

Substantial rehabilitation projects in neighborhoods targeted by the applicable city for revitalization.

Projects that are not restricted to persons of a particular age group and in which, for the term of the extended use period (term of the Declaration of Restrictive Covenants), a percentage of the units are set aside and rented to persons:

With a serious and persistent mental illness, defined in Minnesota Statutes section 245.462, subdivision 20, paragraph (c);

With a developmental disability as defined in United States Code, Title 42, Section 6001, paragraph (5), as amended;

Who have been assessed as drug dependent persons as defined in Minnesota Statutes section 254A.02, subdivision 5, and are receiving or will receive care and treatment services provided by an approved treatment program as defined in Minnesota Statutes section 254A.02, subdivision 2;

With a brain injury as defined in Minnesota Statutes section 256B.093, subdivision 4, paragraph (a); or

With permanent physical disabilities that substantially limit one or more major life activities, if at least 50% of the units in the project are accessible as provided under Minnesota Rules, Chapter 1341.

Projects, whether or not restricted to persons of a particular age group, which preserve existing subsidized housing, if the use of tax credits is necessary to (1) prevent conversion to market rate use or (2) remedy physical determination of the project which would result in loss of existing federal subsidies.

Projects financed by Rural Development, which meet statewide distribution goals.

WASHINGTON COUNTY CDA THRESHOLD REQUIREMENTS

All applicants for 4% and 9% LIHTCs must meet the following additional threshold requirements. Check boxes below to indicate the acceptance of these requirements. All Washington County CDA threshold requirements must be accepted for an application to be considered complete.

- The owner agrees not to refuse to rent a unit to a tenant because that tenant has a Section 8 or other Tenant-Based Housing Choice Voucher (HCV) and that language prohibiting discrimination based on HCV status will be included in the Declaration.
- The owner agrees to utilize Washington County CDA waiting lists in marketing units to the public.
- The owner certifies the development proposal satisfies Washington County CDA underwriting and cost standards in accordance with the Procedural Manual, demonstrates reasonable operating expenses relative to comparable projects in the past, is consistent with a development-specific Market Study, and will comply with all applicable wage, building, land use, and zoning ordinances.
- The owner agrees to waive the provisions of Sections 42(h)(6)(E)(i)(II) and 42(h)(6)(F), or related provisions, which would permit the owner to terminate the rent and income restrictions under the Declaration. All LIHTC awards must maintain the applicable rent and income restrictions for a minimum of 30 years.
- The owner agrees to enter into a LIHTC Declaration in form and substance acceptable to the Washington County CDA and its appointed legal counsel.
- The owner agrees to provide high speed internet access via installation of all appropriate infrastructure and connections for cable, DSL, or wireless/data internet service to every unit.
- The owner agrees to institute and maintain a written policy prohibiting smoking in all the units and common areas within the building(s) of the project. The project must include a non-smoking clause in the lease for every household.

1. SELECTION PRIORITIES

Place an "X" to the left of the descriptions below to indicate selection and/or preference priority points expected. The Agency will determine actual points to be awarded, based on the application and the documentation submitted. All applicants for 9% LIHTC will be scored competitively against other applications received. All applicants for 4% LIHTC with tax exempt volume limited bonds must meet a minimum score of 40 points.

	Points Claimed	Agency Awarded
1.A. Strategically Targeted Resources (Up to 15 points)	0	
Points are awarded to new construction projects that have received all necessary city development application and zoning approvals at the time of application, with the exception of building permits. (5 points)		
Points are awarded to new construction projects that will utilize existing sewer and water lines without substantial extensions. (5 points)		
OR		
Points are awarded to rehabilitation projects that provide for the continuation of existing affordable housing. (15 points)		

	Points Claimed	Agency Awarded
1.B. Increasing Geographic Choice (Up to 10 points)	0	
Need for More Affordable Housing Options (5 points)		
Points are awarded to development proposals located in communities with a need for more affordable housing options because 1) there is a low share of affordable rental housing compared to all housing options in a community or 2) a large share of renters are cost burdened by their rent. See MN Housing Community Profiles for applicable scoring based on location. Locations assigned points through the Minnesota Housing Communities Profiles are eligible for 5 points for this Washington County CDA criterion.		
Workforce Housing Communities (5 points)		
Points are awarded to development proposals located in or near a city or township with a large number of jobs or job growth, individual employer growth, or having a large share of their workforce commuting long distances. See MN Housing Community Profiles for scoring based on location. Locations assigned points through the Minnesota Housing Communities Profiles are eligible for 5 points for this Washington County CDA criterion.		
1.C. Transit Oriented Development (Up to 12 points)	0	
Points are awarded to projects located within walking distance to public transit stations and stops. Only one location-based option may be selected. (Select One, Up to 10 points)		
Project is located within 1/2 mile radius of a completed or planned corridor transit station. (10 points)		
Project is located within 1/2 mile radius of a bus route stop or park and ride. (7 points)		
Project is located within 1/4 mile of a microtransit or local loop bus stop. (7 points)		
Project is located in a municipality with Transit Link, Metro Mobility, or other similar public transit options. (5 points)		
Additional points are awarded to projects which include transit oriented design features. (2 points for one or more features)		
Project incorporates walkable or bikeable connections to station/stop areas.		
Project maximizes the site density to the maximum allowed under local comprehensive plan requirements.		
1.D. Community Priority Locations (10 points)	0	
Points are awarded to projects located on property owned by the Agency, Washington County, or a municipality in Washington County at the time of application.		
1.E. QCT / Revitalization (1 point)	0	
A point is awarded to projects that are located in a Qualified Census Tract and are part of a concerted plan that provides for community revitalization consistent with the definition described as a Community Development Initiative.		

	Points Claimed	Agency Awarded
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1.F. Readiness to Proceed (Up to 20 points)	0
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Points are awarded to projects that have secured funding commitments for permanent funding sources or have no funding gap at the time of application.

The calculation below must exclude all first mortgage financing and anticipated LIHTC proceeds from the current credit request to the Agency.

Committed syndication proceeds from previously reserved housing tax credits may be included in the calculation. Acceptable documentation of committed syndication proceeds is an executed reservation letter from the allocating agency and an agreement or letter of intent from a syndicator/investor which is acceptable to the Agency. The executed agreement or letter of intent must: (1) be current; (2) contain a projected closing date; (3) contain a projected equity price for the purchase of the credits; and (4) contain a detailed explanation of the assumptions being used by the syndicator/investor to arrive at the projected equity price.

Total eligible funding secured, awarded or committed (exclude first mortgage and proposed syndication proceeds from Agency request as described above)

Divided by Total Development Cost less first mortgage and excluded syndication proceeds

Equals percentage of funds committed, rounded to the nearest tenth

0.0%

70.1% or more of gap funds committed or no gap (20 points)

50.1 - 70.0% of gap funds committed (12 points)

30.1 - 50.0% of gap funds committed (6 points)

10.1 - 30.0% of gap funds committed (2 points)

1.G. Intermediary Costs (Up to 10 points)	0
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Points are awarded to projects with the lowest cost of intermediaries on a sliding scale based on percentage of Total Development Cost. Percentages will be enforced at issuance of IRS Form 8609.

Total intermediary costs

Divided by Total Development Cost

Equals percentage of costs toward intermediaries, rounded to the nearest tenth

0.0%

1 - 15.0% of total development cost (10 points)

15.1 - 20.0% of total development cost (5 points)

	Points Claimed	Agency Awarded
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1.H Housing for People with Disabilities (up to 10 points)	0
<p>Points are awarded to projects that commit LIHTC units for occupancy by people with disabilities. Applications claiming points must provide a written commitment confirming the supportive services available for homeless households, with a written commitment from one or more appropriate social service organizations providing on-site services for application with a set-aside of 11% or more units for homeless households. Applicants must submit a Minnesota Housing People with Disabilities Narrative and Letter of Confirmation Local Human Services Department both signed by Washington County Community Services. For more details contact Sarah Tripple at 651-430-6480 or Sarah.Tripple@co.washington.mn.us</p>	

Note: Points claimed for this criterion cannot be for the same units as those claimed for Ending Homeless.

Sets aside 5% to 10%, but no fewer than 4 LIHTC units (7 points)

Sets aside 11% to 25%, but no fewer than 7 LIHTC units (10 points)

1.I. Ending Homelessness (Up to 20 points)	0
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Points are awarded to projects that commit LIHTC units for occupancy by households experiencing homelessness. Projects must receive support first from Heading Home Washington and then written support from the Suburban Metro Area Continuum of Care (SMAC). In addition to the SMAC letter of support, applicants must submit a Minnesota Housing Supportive Housing Narrative and Letter of Confirmation Local Human Services Department both signed by Washington County Community Services. For more details contact Sarah Tripple at 651-430-6480 or Sarah.Tripple@co.washington.mn.us. Applicants claiming points for providing homeless units will be required to fill those units through the Washington County Homeless Coordinated Entry system and must take priority list applicants scoring 3 or above on the assessment tool, or as otherwise prioritized by Washington County. Applications claiming points must provide a written commitment confirming the supportive services available for homeless households, with a written commitment from one or more appropriate social service organizations providing on-site services for applications with a set-aside of 11% or more units for homeless households.

Points claimed for this criterion cannot be for the same units as those claimed for Housing for People with Disabilities.

* Please note that requests must be made in advance; Heading Home Washington meets the second Wednesday of the month and SMAC meets the third Friday of the month. Meeting dates may change. It is the responsibility of the applicant contact HHW and SMAC directly to confirm meeting dates and process.

Sets aside 5% to 10%, but no fewer than 4 LIHTC units (7 points)

Sets aside 11% to 25%, but no fewer than 7 LIHTC units (10 points)

Sets aside 26% or more, but no fewer than 20 LIHTC units (20 points)

1.J. Eventual Tenant Ownership (1 point)	0
<p>A point is awarded to projects that present a financially viable plan to transfer 100% of the LIHTC unit ownership from the initial ownership entity to tenant ownership, after the end of the 15-year compliance period.</p>	

	Points Claimed	Agency Awarded
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2. PREFERENCE PRIORITIES

Points obtained through Preference Priorities will be included in the application's score and will be used to break ties in overall scoring for the competitive selection of applicants, as detailed in Section 9.2.

2.A. Previous Housing Tax Credit Reservation (30 points)	0
Points are awarded to projects that have a prior reservation of housing tax credits from the Washington County CDA, were not fully funded in a previous round, and the additional housing tax credits make the project feasible.	
2.B. Preservation of Affordable Housing (25 points)	0
Points are awarded to projects that preserve low-income housing receiving assistance under Section 8, Section 236, or other similar project-based subsidy, which, due to mortgage prepayments or expiring rental assistance contracts, could convert to market rate use. The Agency in its sole discretion must agree that a market exists for conversion to market rate housing.	
Points are awarded to projects that preserve the rent and income restrictions under an existing housing tax credit extended use agreement which, due to expiring affordability periods within the next 5 years or proposed qualified contract application, could convert to market rate use. The Agency in its sole discretion must agree that a market exists for a conversion to market rate housing.	
2.C. Stabilization of Affordable Housing (15 points)	0
Points are awarded to projects with existing federally assisted units or previously funded by tax credits or deferred loans from the Agency or another public entity, that are not also claiming points in the other Preservation categories.	
Applicants must provide narratives to support the approach of a planned, long term and cost effective stabilization that meets all of the following criteria:	
<ul style="list-style-type: none"> a) 15 or more years have passed since initial loan closing or most recent tax credit placed in service date; and b) Operating feasibility shows duration of at least 17 years; and 	

	Points Claimed	Agency Awarded
2.D. Serves Lowest Income Tenants (Up to 15 points)	0	

Points are awarded to projects that serve the lowest income tenants without the use of rental assistance and that agree to maintain the deeper rent structure for the duration of the Declaration. Points claimed under this criterion must apply to comparable units with a proportionate distribution of units where a range of rent levels applies.

Applicants may choose either Option 1 or 2, and in addition, Option 3 for the project.

Option 1 - A project in which 100% of the HTC unit rents average to the Washington County 50% LIHTC area median rent limit, with no HTC units exceeding 60% of the area median rent limit. (10 points)

OR representing _____ Units

Option 2 - A project in which at least 75% of the HTC units rents average to the Washington County 50% LIHTC area median rent limit, with no HTC units exceeding 70% of the area median rent limit. (5 points)

AND representing _____ Units

Option 3 - In addition to either option 1 or 2, a project which further restricts 20% of the above restricted units, with a minimum of 10 units, to the Washington County 30% LIHTC area median rent limit (30% rent restricted units). (Additional 5 points)

representing _____ Units

The Agency will incorporate these restrictions into the Declaration of Land Use Restrictive Covenants. The applicant must demonstrate to the sole satisfaction of the Agency that the project can achieve these reduced rents and remain financially feasible per Section 42(m)(2) of the Code. Points are contingent upon financial plans demonstrating feasibility, positive cash flow on a 15-year pro forma, and gaining Washington County CDA management approval (for management, operational expenses, and cash flow assumptions).

2.E. Long Term Affordability Commitment (Up to 20 points)	0
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The owner agrees that the provisions of IRC 42(h)(6)(E)(i)(II) and 42(h)(6)(F) (which provisions would permit the owner to terminate the restrictions under the extended use agreement at the end of the compliance period in the event the Agency does not present the owner with a qualified contract for the acquisition of the project) do not apply to the project, and the owner also agrees the Section 42 income and rental restrictions must apply for a period of years selected below beginning with the first day of the compliance period in which the building is a part of a qualified low-income housing project.

Points are awarded to 9% or 4% tax credit projects that agree to extend the long-term affordability of the project and maintain the duration of low-income use beyond the required minimum of 30 years.

Extend the long-term affordability of the project and maintain the duration of low-income use for a minimum of 35 years (5 Points)

Extend the long-term affordability of the project and maintain the duration of low-income use for a minimum of 40 years (10 Points)

Extend the long-term affordability of the project and maintain the duration of low-income use for a minimum of 45 years (15 Points)

Extend the long-term affordability of the project and maintain the duration of low-income use for a minimum of 50 years (20 Points)

	Points Claimed	Agency Awarded
2. F. Geographic Equity (5 points)		0
Applications are awarded points if the proposed development is located in a city that has not received an award of Washington County CDA or MN Housing financing for new affordable housing development in the prior 4 multifamily funding rounds.		
2.G. Applicant Composition Equity (5 points)		0
Applications are awarded points if the proposed ownership entity or developer composition includes firms historically underrepresented in the development and ownership of affordable housing, including BIPOC-owned/led and women-owned/led firms. To receive points, the underrepresented firm must be a materially significant component of the ownership and/or development entity.		
2.H. Unacceptable Practices (Up to -50 points)		0
Points are subtracted by the Agency, as a penalty, for unacceptable practices as identified in the Agency's Procedural Manual.		

TOTAL POINTS **0** **0**

CERTIFICATION

Under penalty of perjury, the Applicant hereby certifies the information provided in this Self-Scoring Worksheet is true and accurate.

By:

Signature

Print or type name and title of signatory

Of:

Name of Managing Member/General Partner

Date:

Note: During the competition process, the Agency's review of the submitted Self-Scoring Worksheet for Selection Points is only to validate that the points claimed are eligible, to reduce points claimed if not eligible, and to determine points awarded. The Agency will not award additional points which are not initially claimed by the Applicant/Developer. Many performance obligations are created by the claiming of certain scoring points. As such, the Agency cannot and will not assume the position of creating any such performance obligations on behalf of the Applicant/Developer.