

FY2024

HOUSING TRUST FUND (HTF) ALLOCATION PLAN FOR THE DISTRICT OF COLUMBIA

Pending Approval of the
US Department of Housing and Urban Development (HUD)

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Overview

The National Housing Trust Fund (HTF) is a federal affordable housing production program that will complement existing District of Columbia efforts to increase the supply of affordable housing for extremely low-income households, including individuals and families experiencing homelessness and persons with special needs. Congress established the HTF through the Housing and Economic Recovery Act of 2008. On January 30, 2015, the US Department of Housing and Urban Development (HUD) published an [Interim Rule](#) that guides the implementation of the HTF by the states. HUD plans to issue a final rule for the HTF after states and the District have experience administering the program and can offer comments regarding the initial implementation.

In years when total national funding is less than \$1 billion, 100 percent of each state's allocation must benefit households at or below the federal extremely low income (ELI) level, which is 30 percent of Area Median Income (AMI), or households with income below federal poverty level, whichever is greater¹. In the District, the federal poverty level is lower than the federal ELI; therefore, HTF will serve households earning 30% or less of the federal ELI level.

Given the requirements of the program and the need for rental housing affordable to ELI households in the city, the District will use HTF program funds to develop newly constructed Permanent Supportive Housing (PSH), as defined below, for homeless individuals and families consistent with the Priority Needs and the Strategic Plan's Goals laid out in the District's Consolidated Plan.

The District's HTF funding will be blended with other federal and local funding resources, including Project-Based Rental Assistance, to finance properties that include these units. The terms of competitive solicitations may specify deeper targeting and lower maximum rents for HTF units than those in the federal Interim Rule.

¹ In years that total HTF funding exceeds \$1 billion nationally, up to 25 percent of a state's allocation can benefit very low-income (VLI) households (those at or below 50 percent of AMI).

Program Administration

The District's Department of Housing and Community Development (DHCD) will administer the HTF. The Development Finance Division (DFD) will obligate funds and undertake eligible activities.

Eligibility Requirements

Per 24 CFR §93.2, DHCD will award HTF (or, as specified in the regulations, "HTF") funds to applicants meeting the definition as stated in the rules: "Recipient means an organization, agency, or other entity (including a public housing agency, or a for-profit entity, or a nonprofit entity) that receives HTF assistance from a grantee as an owner or developer to carry out an HTF-assisted project. A recipient must:

- (1) Make acceptable assurances to the grantee that it will comply with the requirements of the HTF program during the entire period that begins upon selection of the recipient to receive HTF funds and ending upon the conclusion of all HTF-funded activities.
- (2) Demonstrate the ability and financial capacity to undertake, comply, and manage the eligible activity.
- (3) Demonstrate its familiarity with the requirements of other federal, state, or local housing programs that may be used in conjunction with HTF funds to ensure compliance with all applicable requirements and regulations of such programs; and
- (4) Have demonstrated experience and capacity to conduct an eligible HTF activity as evidenced by its ability to:
 - (i) Own, construct, substantially rehabilitate, manage, and operate an affordable multifamily rental housing development; or
 - (ii) Design, construct or substantially rehabilitate, and market affordable housing for homeownership;
 - (iii) Provide forms of assistance, such as down payments, closing costs, or interest rate buydowns for purchasers."

DHCD will accept and consider eligible development proposals from all applicants that meet this definition and any additional requirements of a recipient according to 24 CFR §93.2. Upon application, eligible recipients shall meet the threshold requirements provided in DHCD's current Consolidated Request for Proposals for Affordable Housing Projects (RFP), including the following Threshold Eligibility Requirements:

1. Having an eligible project type which shall produce or preserve affordable housing,²
2. At least 5 percent of Production units must be Permanent Supportive Housing (PSH) units, which is defined under DC Official Code §4-751.01-28 as “Supportive housing for an unrestricted period for individuals and families who were once homeless and continue to be at imminent risk of homelessness, including persons with disabilities as defined in 24 CFR §582.5 for whom self-sufficient living may be unlikely and whose care can be supported through public funds”.
3. Control of the proposed site.
4. Compliance with the zoning requirements.
5. Provide a Development Budget and Operating Pro forma that meets DHCD’s underwriting standards.
6. Financing letters from other perspectives, lenders, and investors.
7. Financial information for operational projects (this is a Threshold Requirement in the Consolidated RFP for rehabilitation (or Preservation) projects only; it does not apply to HTF funds, which will only be available to new construction projects).
8. A development team that includes an owner, developer, development consultants (if applicable), an architect, general contractor, construction manager (if applicable), management agent, and supportive services provider (for PSH units) that are not debarred from receiving federal or District funding and collectively demonstrate the financial.
9. An appraisal that includes the values for the property “as-is,” “as-built” with restrictive rents, and “as-built” with unrestricted rents.
10. A market study.
11. A Phase I Environmental Site Assessment.
12. Architectural plans and cost estimates.
13. The project must meet designed and constructed in accordance with the Green Building Act of 2006, DC Official Code §§6-1451.01, et seq.
14. A relocation and anti-displacement strategy (this is a Threshold Requirement in the Consolidated RFP for occupied properties, but it does not apply to HTF funds, which will only be available to new construction projects).
15. An indication of compliance with the Rental Housing Act (DC Official Code §§42- 3501.01, et seq.), the Tenant Opportunity to Purchase Act of 1980

² DHCD’s RFPs contain this as a threshold requirement. HTF applicants will qualify as new construction, rehabilitation or Production projects and will not be subject to the Preservation threshold criterion.

(DC Official Code §§42-3404.01, et seq.), and all other compliance and monitoring requirements; and

16. A year 15 plan for projects using Low Income Housing Tax Credit financing.

In addition to meeting the above threshold requirements, applicants shall:

- Include a description of the eligible activities to be conducted with HTF funds and demonstrate that projects can be completed within the five years covered by this Plan.
- Explain management practices related to leasing to homeless households or persons with special needs; and
- Certify that eligible activities assisted with HTF funds will comply with the HTF requirements.

Applicants that meet all Threshold Eligibility Requirements are then scored according to the RFP scoring criteria (see the Spring 2019 Affordable Housing Scorecard on the next page), further evaluating the project team's technical and financial capacity to meet the recipient requirements of 24 CFR §93.2.

In the September 2021 affordable housing RFP, the RFP scoring criteria were revised³. In July 2023, the agency anticipates revising the online application for the 2023 Threshold Review and Evaluation Scoring and Interim Guidance for the 2021 Qualified Allocation Plan.

Ability to enter into a Commitment for HTF funds/Timeliness

The ability to enter a commitment for HTF funds and undertake eligible activities promptly is a minimum requirement of DHCD's RFP. Currently, DHCD's project selection criteria include the following threshold eligibility requirements and scoring criteria, many of which evaluate project readiness and developer capacity, as illustrated by the Spring 2021 Affordable Housing Scorecard on the next page.

³ https://dhcd.dc.gov/sites/default/files/dc/sites/dhcd/page_content/attachments/2021-9-28%20DC%20DHCD%20Summer%202021%20Affordable%20Housing%20RFP_DFD%20Updated%20021022.pdf.

2021 Affordable Housing RFP Selection Criteria

	Production (Rental)	Production (Homeownership)	Preservation (Rental)	Preservation (Homeownership)
THRESHOLD ELIGIBILITY REQUIREMENTS	Applicable?			
<i>Project Criteria</i>				
1 Eligible Project Type				
2 Permanent Supportive		NA	NA	NA
3 Housing Site Control				
4 Zoning				
<i>Financial Criteria</i>				
5 Development Budget and Operating Proforma				
6 Financing Letters				
7 Financial Information for Operational Projects	NA	NA		
<i>Applicant Criteria</i>				
8 Development Team Thresholds				
<i>Reports and Plans</i>				
9 Appraisal				
10 Market Study and Market Demand Analysis				
11 Environmental Site and Physical Needs Assessments				
12 Architectural Plans and Cost Estimates				
<i>Compliance Criteria</i>				
13 Green Design and Building				
14 Community Engagement Plan				
15 Relocation and Anti-Displacement Strategy				
16 General Compliance				
<i>LIHTC-Specific Requirements</i>				
17 Year 15 Plan		NA		NA

SCORING CRITERIA					
UNDERWRITING SCORING	Potential Points				
1 Financial and Economic Feasibility	35	35	35	35	35
2 Development Team Capacity and Experience	30	25	30	30	30
3 Site Selection and Design Characteristics	5	5	5	5	5
4 Acquisition Cost Reasonableness	5	5	5	5	5
Compliance with DHCD Cost and Funding Guidelines	15	10	15	15	15
Leverage	10	10	10	10	10
Underwriting Scoring Subtotal	100	90	100	100	100
PRIORITIZATION SCORING	Potential Points				
<i>Demographic Criteria</i>					
1 Permanent Supportive Housing	10	0	10	0	0
2 Resident Services Plan	3	3	3	3	3
3 Family-Oriented Units	10	10	10	10	10
4 Special Populations	5	5	5	5	5
5 Income Levels Served	7	7	7	7	7
6 Section 8 and Public Housing Waiting Lists	1	1	1	1	1
<i>Applicant Criteria</i>					
7 Nonprofit Participation and Right of First Refusal	5	5	5	5	5
8 TOPA Preference	5	5	5	5	5
<i>Location Criteria</i>					
9 Transit Proximity	3	3	3	3	3
10 Opportunity Zones	1	1	1	1	1
11 Economic Opportunity Targeting	17	17	17	17	17
<i>Maximizing Impact of DHCD Resources</i>					
12 Preservation	5	5	5	5	5
13 Mixed-Income	10	10	10	10	10
14 Preference for Projects with District Land	8	8	8	8	8
15 Green Building	5	5	5	5	5
16 Affordability Period Restriction	5	5	5	5	5
Prioritization Scoring Subtotal	100	90	100	100	90
TOTAL	200	180	200	200	190

Note: Not all selection criteria relate to the HTF funds or are construed as a preference for the HTF. For example, HTF funds will not be used for Preservation (Rehabilitation) uses. The table above is from a previous Consolidated RFP, which offers other funding sources for Preservation.

As demonstrated above in the RFP scorecard and the attached RFP document, all projects must have site control (#3) and comply with zoning requirements (#4) at the time of application.

Further, projects must have completed the third-party reports required to conduct underwriting and compliance reviews.

Additional Selection Criteria that pertain specifically to ensuring the timely obligation of funds are detailed below:

Threshold Eligibility Requirement #6 - Development Team Thresholds:

Under Threshold Eligibility Requirement number 11, “Development Team Thresholds,” applicants must demonstrate that their development team is in place and provide complete information and documentation on its members. At a minimum, the following team members must be identified:

- Owner (including all parties involved in the partnership)
- Developer
- Development Consultants (if applicable)
- Architect
- General Contractor
- Construction Manager (if applicable)
- Management Agent
- Supportive Services Provider (if the project includes Permanent Supportive Housing units not designated as DBH units)

Each development team member must complete and submit an extensive series of forms and attachments, including corporate documents, qualifications, resumes, references, organizational charts, workload descriptions, AIA documents, and financial statements.

Underwriting Scoring #1 – Financial and Economic Feasibility

The Financial and Economic Feasibility score is a composite of several factors listed below. Applications will be scored on the sub-criteria below, and the scores will be summed.

- a. *Form 202* – Application for Financing Maximum points will be awarded to proposals that submit Form 202 containing a realistic set of sources and uses, development budget, and pro forma operating budget. Budgets and tax credit requests must be based on solid assumptions (vacancy rate, debt service coverage ratios, LIHTC raise rates, reserve funding levels, etc.). The uses are appropriate for the project and the requested financing sources. Letters of interest with terms and conditions are submitted from multiple lenders and investors (at least two, but at most three) for each

proposed financing source to demonstrate the competitiveness of private loan and syndication terms. If multiple alternative financing scenarios are presented, letters of interest substantiate each.

- b. *Timeline* - Maximum points will be awarded to projects with a strong likelihood of proceeding into construction within 180 days of being selected for further underwriting by DHCD based on the timeline, narrative, and supporting documentation.
- c. *Architectural Plans* - Maximum points will be awarded to applicants who submit permit-ready Architectural Plans with a construction budget aligned with the plans. The plans reflect all design characteristics in this application, such as green building and accessibility features. The construction budget has been prepared and signed by the General Contractor, and it is doubtful that the budget will change before the loan closing.
- d. *Firm Financing Commitments* - Maximum points will be awarded to applicants that submit Final Letters of Commitment from all other participating financial sources. Rates and terms have been locked in, and lenders are ready to close as soon as DHCD funds the final gap.
- e. Overall Financial and Economic Feasibility - Maximum points will be awarded to applicants demonstrating that the project's long-term financial sustainability is high and likely, and an appropriate amount of tax credits are being requested based on DHCD's assessment of overall feasibility and project readiness.

Underwriting Scoring #2 – Development Team Capacity and Experience

The Development teams will be evaluated on their experience with and performance on comparable projects and their capacity to deliver the proposed project and maintain long-term viability and compliance. Applications will be scored on the sub-criteria below, and the scores will be summed.

- a. **Developer/Owner Capacity and Experience**
Maximum points will be awarded to applicants (owner, borrower, sponsor, developer, and guarantor) with the financial and workload capacity to prioritize this project and execute it quickly. The lead developer (and co-developer or development consultant, if applicable) demonstrates an exemplary track record in projects of similar size, scale, type, and complexity to the proposed project.
- b. **General Contractor Capacity and Experience**
Maximum points will be awarded to projects that have selected a General Contractor that demonstrates an exemplary track record in projects of

similar size, scale, type, and complexity to the proposed project. The GC has the capacity and experience to deliver this project on time, on budget, and to the highest quality standards while maintaining compliance with applicable regulations such as Davis-Bacon and the Green Building Act.

c. Management Agent Capacity and Experience

Maximum points will be awarded to projects that have selected a Management Agent that demonstrates a successful track record in projects of similar size, scale, type, and complexity to the proposed project, including a demonstrated ability to maintain ongoing compliance over the life of a project.

d. Architect/Construction Manager Capacity and Experience

Maximum points will be awarded to projects that have selected an Architect that demonstrates a successful track record in projects of similar size, scale, type, and complexity to the proposed project and has the capacity and experience to assure that the proposed design is compliant with all applicable regulations, such as the Green Building Act, accessibility standards, zoning, and historic preservation. The Architect or Construction Manager has the capacity and experience to provide project oversight to guarantee that it is delivered on time, on budget, and to the highest quality standards.

e. Overall, Team Capacity and Experience

Maximum points will be awarded to projects with a high likelihood of delivering on time and within the budget. They will remain in compliance for the life of the project, based on DHCD's assessment of overall team capacity and experience.

Distribution of Funds

The District's 2024 allocation of HTF funding targets affordable rental housing to address the priority need of assisting extremely low-income households with affordable housing in preventing homelessness, as identified in the jurisdiction's Consolidated Plan. HTF funds will be awarded competitively through DHCD's semiannual RFP process, which DHCD uses to award most of the federal and local resources it administers for multifamily housing.

These RFPs will make HTF financing available directly to qualified recipients that submit applications to develop affordable rental housing that meets the criteria outlined in this allocation plan, more specific standards described in each RFP, and criteria as required by federal and District statutes and rules. HTF funding will be leveraged with local funds and local financing, including the Housing Production Trust Fund, Department of Behavioral Health Grant Fund, or Local Rent Supplement Program operating subsidies (a type of Project-Based Rental Assistance), and federal financings, such as Community Development Block Grant funds, HOME Investments Partnership Program funds, Housing Opportunities for People with AIDS funds, Low-Income Housing Tax Credits, and Housing Choice Voucher Program or Annual Contributions Contract Program operating subsidies (PBRA).

These RFPs will be part of a comprehensive semiannual funding plan to distribute financing across the District based on the need for rental housing across the city. DHCD will distribute funding from the HTF in a manner that affirmatively furthers fair housing. For example, DHCD's recent RFPs, which made available funding from multiple federal and local sources, included prioritization scoring points for projects that would advance economic integration at the neighborhood level.

The District will award HTF funds to eligible projects selected through the competitive RFP process. Awardees may use HTF funds to pay for any eligible cost within an approved project budget, excluding costs prohibited explicitly by federal or local rules. Eligible costs

include hard or soft costs related to construction, rehabilitation, demolition, other site work, acquisition of real property, financing and syndication-related costs, and operating or replacement reserves.

Awards of HTF funds will be made below-market-rate, subordinate gap loans payable from available cash flow. Interest rates will range from 0 percent-3 percent, and terms will range from a minimum of 30 years. DHCD prescribed more specific loan terms in the RFP through which the HTF funds are offered and in the underwriting process. Funding will be allocated for newly constructed rental housing production and rehabilitation of affordable housing. In this allocation, the District will not use funds for homeownership projects. All projects funded with HTF funds must execute a minimum 30-year affordability covenant recorded against the property's deed. This requirement will be established in the Loan Terms section of the Consolidated RFP, which has been listed as a requirement in previous RFPs. DHCD awards

Prioritization Scoring points (5 points) to projects that commit to Perpetual Affordability. DHCD enforces this requirement through the execution of an affordability covenant.

To promote safe, decent, and sanitary housing using HTF projects, DHCD shall comply with local housing requirements in the *DC Municipal Regulations*, Title 14. Applicants must also submit a construction scope of work and budget that addresses these needs to ensure that the development will remain safe, decent, and sanitary over the affordability period. As an example of how DHCD addresses this issue, please review excerpts from DHCD’s most recent RFP attached to this Plan⁴.

Before closing on financing, each HTF-funded recipient must provide a written description of eligible activities to be conducted with HTF funds and execute a DHCD HTF Written Agreement that certifies that housing units using HTF funds will comply with HTF requirements as required in 24 CFR §93.200.

As HTF regulations allow, up to 10 percent of the District’s HTF allocation will be used for administration.

Priority Funding Factors

As listed above in the RFP table, DHCD will award prioritization scoring points to projects that advance specific District of Columbia policy priorities in the consolidated RFP. All HTF funds will be used within this process to benefit Extremely Low Income (ELI) households. The allocation of the HTF funds among projects will be consistent with the Priority Needs to be stated in the Strategic Plan detailed in the Consolidated Plan without limitation or preference being applied to a particular segment of the ELI population.

The following table outlines how the most recently completed RFP prioritization scoring points align with the Priority Needs identified in the Consolidated Plan.

⁴ Generally, as part of an application for financing, applicants seeking to preserve or rehabilitate a property must provide property conditions that need assessment that identifies necessary repairs.

Priority Needs	Priority Funding Factors
Affordable housing	<ul style="list-style-type: none"> • Income Levels Served • Section 8 and Public Housing Waiting Lists • Extended Use Restriction
Homelessness	<ul style="list-style-type: none"> • Permanent Supportive Housing • Supportive Services Plan • Income Levels Served
Neighborhood Investments that Affirmatively Further Fair Housing Choice	<ul style="list-style-type: none"> • Permanent Supportive Housing • Family-Oriented Units • Senior Housing • Transit Proximity • Economic Opportunity Targeting • R/ECAP • Mixed-Income Projects
Capacity-Building	<ul style="list-style-type: none"> • Non-Profit Participation • Small Business Enterprise/Certified Business Enterprise • TOPA Preference
Sustainability/Green Building/Community Resilience	<ul style="list-style-type: none"> • DC Green Design and Building requirements (Threshold Requirement) • Net Zero Energy or Living Building Challenge
Plans/Studies	<ul style="list-style-type: none"> • Reports and Plans (Phase I, market study, etc.) (Threshold Requirement)

It is important to note that DHCD will solicit input from the public on how the RFP can be improved between each funding round. DHCD can modify the RFP in future HTF allocation plans based on these comments and internal policy priorities.

Anti-Displacement

For properties containing existing and occupied units before construction, funding applicants must submit a Relocation and Anti-Displacement Strategy addressing current occupants' temporary or permanent displacement.

Geographic Targeting

The geographic targeting DHCD uses to select preferred projects is detailed in the RFP and includes the following:

- **Transit Proximity:** projects within 1/2 a mile of a Metro station or DC Streetcar stops.
- **Economic Opportunity Targeting:** points awarded for projects based on location. DHCD seeks to create more affordable housing in high-opportunity neighborhoods with low crime and poverty and access to high-quality schools and jobs. Another goal of this point prioritization is to

disperse the District's affordable housing supply more equitably across neighborhoods and Wards and counterbalance the implicit incentive for developers to build affordable housing in low-cost and high-poverty neighborhoods. Projects requesting HTF funds will be scored against DHCD's RFP. A map and breakdown of the points are included in the attachments.

- **R/ECAP:** Full points will be awarded to projects not located in a HUD-designated Racially or Ethnically Concentrated Area of Poverty (R/ECAP).

Non-Federal Funding Leverage

DHCD awards preference points for alternative financing sources that reduce public investment in the project, including tax credit equity, conventional debt, and private grants. In mixed-income buildings, applicants may use surplus cash flow from market-rate units to cross-subsidize the affordable units and improve their leverage ratio.

Project-Based Rental Assistance

DHCD's RFPs are Consolidated Requests for Proposals. Other District Government agencies, including the Department of Behavioral Health, the Department of Human Services, and the DC Housing Authority (DCHA), make funds available through these consolidated RFPs. The relationship is formalized in an interagency Memorandum of Understanding. Applicants that request HTF funds for units that benefit ELI households will also request project-based rental assistance (PBRA) from DCHA, subject to funding availability. Since HTF will only support 0 percent-30 percent AMI units (ELI units), DHCD will require HTF units to have PBRA through an existing contract or a new PBRA contract awarded through the Consolidated RFP. HTF dollars may be combined with any of the following PBRA programs, which are administered by the DCHA and offered through the Consolidated RFP:

- Housing Choice Voucher Program.
- Local Rent Supplement Program (LRSP); and
- Annual Contributions Contracts Authority (ACC)

DHCD and DCHA combine development subsidies with operating subsidies to ensure long-term feasibility and sustainability of units for households earning between 0 percent-30-percent of AMI; however, both departments have underwriting standards and other safeguards in place to ensure that no housing unit is over-subsidized and that no more than the minimum amount of public funds required to support the reserved units is awarded.

Preference will be given to projects with PBRA contracts in place to support the operations of the HTF-funded units or bring a contract secured outside of the Consolidated RFP. Projects without a PBRA contract or a commitment lined up must request new PBRA assistance through the Consolidated RFP.

Maximum Per-unit Development Subsidy Amount

DHCD has chosen to use the HOME maximum subsidy limits (24 CFR §92.250) without modification throughout the District. The reasoning is that the District is roughly 70 square miles and integrated into a larger metropolitan area representing a single market for the labor, professional services, and materials that contribute to the cost of constructing affordable housing. These limits are currently in use for the HOME program and have proven sufficient to produce units throughout the District. The average per-unit HOME subsidy from 2023 was \$194,638, and the highest per-unit subsidy was \$385,293. This subsidy level is possible because DHCD strongly prefers units that leverage other funding sources and mixed-income projects. However, the HTF program targets individuals at a lower income level required by the HOME program. The choice for leveraging other funding sources and the District's threshold requirement that HTF-funded units receive project-based rental assistance will ensure that the HOME maximum subsidy limits suit the market. (The per-unit subsidy amounts are included below in Table 1.) Furthermore, the HOME maximum subsidy limits are familiar to the industry, encourage applications for the newly available funding source, and facilitate project compliance and monitoring.

The total amount of funds that a participating jurisdiction may invest on a per-unit basis in affordable housing may be, at most, the per-unit dollar limitations established under Section 221(d)(3)(ii) of the National Housing Act. HUD will allow the per-unit subsidy amount to be increased on a program-wide basis to an amount up to 240 percent of the original per-unit limits to the extent that the costs of multifamily housing construction exceed section 221(d)(3)(ii) limit. The District of Columbia is currently on the High-Cost Percentage Exception list. HUD's Office of Multifamily Housing updates Section 234 basic mortgage limits annually and publishes them in the Federal Register.

Table 1: HOME Per-Unit Subsidy Amounts (Published from HUD June 2023)

O-Bedroom	1-Bedroom	2-Bedroom	3- Bedroom	4- Bedroom
\$194,638	\$223,123	\$271,323	\$351,005	\$385,293

Performance Goals

HTF currently allocates \$2,700,000 per year exclusively for ELI housing. The District is estimated to be allocated \$8,100,000 during the FY2022-FY2026 Consolidated Plan cycle. Given the cost to produce housing restricted to households earning less than 30 percent AMI, the District could only support between one and three small projects annually. However, DHCD expects to leverage funds from other sources in the Consolidated Request for Proposals to meet and exceed the District's goal of setting aside 40 percent of its local funds for ELI households.

DHCD evaluated past project proposals that leveraged 4 percent low-income housing tax credits—the average requests from projects with units at 30 percent AMI average \$146,000. Most projects funded with 30 percent AMI units have been new construction instead of rehabilitation, which drove the weighted average higher. HTF funds will be used for new construction and rehabilitation. Assuming these construction costs continue and DHCD uses all \$300,000 eligible for administrative costs, \$2.7 million per year would produce between 18 and 19 units annually restricted to 30 percent of the area median income.

Citizen Participation in the Development of the HTF Allocation Plan

On March 14, 2023, DHCD held a Needs Assessment Public Hearing for the FY 2024 Annual Action Plan, including the National Housing Trust Fund Allocation Plan for FY 2024. Although DHCD did not receive any comments about HTF, a summary of the outreach events is below.

Table 2: Summary of Citizen Participation

Date	Made of Outreach	Target of Outreach	Summary of Response/ Attendance	Summary of Comments Received/Accepted	Summary of Comments Not Accepted and Reasons	URL (if applicable)
March 14, 2023	Needs Assessment Public Hearing for the FY 2024 Housing Trust Fund (HTF) Allocation Plan.	Non-targeted/broad community	No responses were given.	No comments were received.	No comments were not accepted.	https://publicinput.com/Custom/CivicHome/2403

The public hearing advertisement was published two weeks before the event in the *Washington Times*, and a notice was published in the DC Register. Email blasts were sent to government agencies and interest groups. In addition, the hearing was advertised on the DHCD website (<https://dhcd.dc.gov/>) and social media websites Facebook and Twitter.

DHCD encouraged participation from special needs populations and advertised ASL interpreters and interpretation for non-English speaking constituents upon request. The hearing was held virtually on the Public Input platform and live streamed and can be viewed <https://publicinput.com/Custom/CivicHome/2403>.