

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
INCLUSIONARY ZONING PROGRAM
NOTICE OF ALTERNATIVE SELECTION PROCEDURE
2910 GEORGIA AVENUE NW, WASHINGTON, DC**

The DC Department of Housing and Community Development (“DHCD”), pursuant to the authority set forth in Section 107 of the Inclusionary Zoning Implementation Act of 2006, effective March 14, 2007 (D.C. Law 16-275; D.C. Official Code Section 6-1041.07) and Mayor’s Order 2008-59, dated April 2, 2008, hereby gives notice that registration for an alternative selection procedure for two affordable housing units (Inclusionary Units) under the Inclusionary Zoning Program is open from date of publication in the DC Register until the two Inclusionary Units are sold. Information about the size, sale price and details about these Inclusionary Units is available at www.dchousingsearch.org.

DHCD is hereby establishing an alternative selection procedure for the selection of Households eligible to purchase the two (2) Inclusionary Units at 2910 Georgia Avenue NW, Washington, District of Columbia. Unless otherwise defined herein, any capitalized terms used in this document shall have the meaning identified in the Inclusionary Zoning Implementation regulations, 14 D.C.M.R. §2299. Inclusionary Unit #C-02 is a two bedroom unit and is reserved for a Low-Income Household. The maximum purchase price for Inclusionary Unit #C-02 is \$124,900.00. Inclusionary Unit #202 is a two bedroom unit and is reserved for a Moderate-Income Household. The maximum purchase price for Inclusionary Unit #202 is \$235,800.00.

In accordance with 14 D.C.M.R. §2210.6, DHCD will permit the sale of the Inclusionary Units to Households that are not registered for the lottery through the following alternative selection procedure. Households that previously registered for the Inclusionary Zoning Program lottery must re-register to be eligible to purchase these Inclusionary Units under this alternative selection procedure. Households that previously registered for the Inclusionary Zoning Program lottery will continue to be eligible for future lotteries for upcoming Inclusionary Units.

Alternative Selection Procedure

1. Households interested in purchasing the above Inclusionary Units shall either register online at www.dhcd.dc.gov or register in person through one of the computers in DHCD’s Housing Resource Center, 1800 Martin Luther King Jr. Avenue SE, First Floor, Washington D.C. 20020, Monday to Friday, 8:30 A.M. to 3:30 P.M., (202) 442-9505.
2. Interested Households shall provide DHCD with the following information through the online registration:
 - Name, address, and telephone number of the Household member who will serve as the primary contact;
 - Information on whether the Household size and Annual Household Income meet the following eligibility standards for the above Inclusionary Units:
 - A minimum of two (2) persons and a maximum of four (4) persons in the Household
 - Income levels at or below the maximum levels for a Low-Income Household or a Moderate-Income Household:

Household Size (Number of Persons)	Low-Income Household Maximum Income	Moderate-Income Household Maximum Income
2	\$42,440	\$67,904
3	\$47,745	\$76,392
4	\$53,050	\$84,880

- Whether the Household consists of a person enrolled as a full time student, and, if so, the Annual Income and household size of the parents or guardians of the full time student;
 - Name and address of employer of each Household member;
 - Whether the Household's address is the principal residence for the primary contact and the members of the Household;
 - Whether the Household has obtained an eligibility notice for any District or Federal loan or grant programs (HPAP/EAHP/NEAHP, etc.); and
 - Affirming that the Household has an active pre-qualification letter from a lender indicating the Household's credit worthiness and ability to afford the purchase price. Households shall not be eligible for selection to purchase the Inclusionary Units if they do not have a pre-qualification letter at the time of registration.
3. Registration for the above two Inclusionary Units shall remain open from the date of the D.C. Register publication until the two Inclusionary Units are sold.
 4. Ranking of Registered Households under this alternative selection procedure shall be performed as follows:
 - a. Households residing in the District of Columbia, who shall then be ranked by the length of time each has been on the registration list; then by
 - b. Households with at least one (1) member employed in the District of Columbia, who shall then be ranked by the length of time each has been on the registration list; and then by
 - c. Households who do not fall under the above two categories, who shall then be ranked by the length of time each has been on the registration list.
 5. On the fifth (5th) business day following the opening of the registration under this alternative selection procedure, DHCD shall select a maximum of the four (4) highest ranked registered Households for each Inclusionary Unit from the Households registered as of 5:00 pm on the immediately preceding business day, and provide the names of these selected Households to the Inclusionary Development Owner and the Certifying Entity.
 6. DHCD shall inform the selected Households that they have been selected to continue the process to purchase the Inclusionary Unit for which they are income eligible. Following such notice from DHCD, the selected Households shall contact the Certifying Entity to obtain their Certifications of Income, Affordability and Housing Size and to seek their housing counseling certificate of completion. In addition, within ten (10) business days after

the notice from DHCD, the selected Households shall provide the following information to the Inclusionary Development Owner:

- a. An executed and notarized Declaration of Eligibility;
 - b. A Certification of Income, Affordability and Housing Size obtained from a Certifying Entity approved by DHCD;
 - c. An active pre-qualification letter from lender(s) indicating the Household's creditworthiness and ability to afford the purchase price; and
 - d. Any other documents requested by DHCD.
7. The Certifying Entity shall request appointments with the selected Households to determine their eligibility for the purposes of issuing the Certification of Income, Affordability and Housing Size and providing each of the Households with housing counseling and a housing counseling certificate of completion under the Inclusionary Zoning Program.
 8. The Inclusionary Development Owner may sell the Inclusionary Unit to the first ready and able selected Household for each of the Inclusionary Units that submits all the documents required in paragraph six (6), regardless of their initial rank on the registration list or their rank when selected.
 9. If any of the selected Households do not enter into a sales agreement with the Inclusionary Development Owner within twenty (20) business days of the notification from DHCD regarding their selection, the selected Household shall no longer be eligible to purchase the Inclusionary Unit.
 10. If none of the selected Households (a) provide the required documents under paragraph six (6) within the ten (10) business days of the notification from DHCD regarding their selection, (b) enter into a sales agreement for the Inclusionary Unit within twenty (20) business days of the notification from DHCD regarding their selection, or (c) consummate the sales agreement for the Inclusionary Unit, upon notice from the Inclusionary Development Owner, DHCD shall select a maximum of the next four (4) highest ranked registered Households for each Inclusionary Unit still available from the Households registered as of 5:00 pm on the immediately preceding business day, and so on, until both Inclusionary Units are sold.
 11. Households not selected to continue the process to purchase these Inclusionary Units shall not be considered for future Inclusionary Units unless they re-register for a future lottery, but shall be provided with information regarding online registration for future lotteries for Inclusionary Units.
 12. A Household that fails to meet any of the deadlines herein shall be ineligible to continue the process to purchase the Inclusionary Unit, unless the Owner extends the deadline in writing.
 13. All notices by DHCD to registered and selected Households, Certifying Entities, and the Inclusionary Development Owner shall be by email only.