# Evaluation Criteria Summary Sheet

For each evaluation criteria listed below, please describe how *and* to what extent your project meets that criteria, as well as your self-score. If your project will not meet an evaluation criteria, please simply enter N/A. Additional information about definitions for each evaluation criteria is available in the Qualified Allocation Plan [on the VHFA website](https://www.vhfa.org/rentalhousing/qualified-allocation-plan-qap).

*Please complete all areas in green in the sheet below.*

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| --- | --- | --- |
|  | **Project Checkmarks (Self Score)** | **Maximum Possible Checkmarks** |
| 1. *Site Location & Designation:*   *Projects can receive a maximum of 4 checkmarks based on the criteria below. a. Projects will receive four checkmarks based on location in: i. Downtowns or Village Center; ii. support of a Downtown or Village Center by virtue of their location (i.e., that are within a 0.5-mile walking distance from these areas); or iii. Neighborhood Development Areas or Growth Centers associated with a Downtown or Village Center. b. Projects will receive three checkmarks based on location in: i. New Town Centers; ii. Growth Centers not associated with a Downtown or Village Center; or 19 iii. Neighborhood Development Areas associated with a New Town Center or Growth Center c. Projects will receive two checkmarks based on location in: i. Dense Infill Sites*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **4** |
| 1. *Project Tenancy:*   *Projects can receive a maximum of 4 checkmarks based on a combination of the criteria below. a. Projects that are for general occupancy and are of any market-appropriate unit size distribution will receive 4 checkmarks b. Projects that are age-specific for senior occupancy (and are of any market-appropriate unit size distribution) will receive 1 to 3 checkmarks, based on the robustness of the service package offered: i. Service-Enriched Housing (equivalent to the SASH model or more) will receive 3 checkmarks. ii. Staff will evaluate all other service plans and will assign between 1 and 3 checkmarks accordingly.*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **4** |
| 1. *Eviction Prevention:*   *Projects can receive 2 checkmarks when Sponsors demonstrate: a. The proposed project includes a service plan which includes a Resident Service Coordinator and/or programming that focuses on housing retention that effectively reduces the risk of eviction; and b. Sponsor must demonstrate a history of providing housing occupied by households that have experienced homelessness or were at risk of homelessness and the capacity to provide a range of programming and services that focus on housing retention and preventing homelessness. Housing retention and eviction prevention services could include one-on-one or group services available on demand to all residents of a project. Strategies may include classes, financial coaching, and early intervention strategies with mediation and conflict resolution strategies. This level of service provision is likely to include brief intervention strategies with screening and referral.*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **2** |
| 1. *Housing with Services for the Homeless:*   *Projects can receive a maximum of 4 checkmarks for providing at least 25% of the Housing Credit units as Housing with Services for the Homeless or At Risk of Homelessness at the proposed project (or within the Sponsor’s existing portfolio that are not already dedicated as permanent Housing with Services). For projects electing to satisfy the Housing with Services commitment within the Sponsor’s existing owned property portfolio or for new projects which propose Housing with Services units as part of a deconcentration plan approved by VHFA for an existing property, an inventory of existing housing units owned by the Sponsor and previously set aside for Housing with Services is required at application.*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­  *Please briefly describe service plan including partnering agencies*: |  | **4** |
| 1. *Deeper Affordability:*   *Projects with deeper affordability than the minimum required credit election can receive a maximum of 3 checkmarks from this section. Developments that set rent levels below the maximum tax credit rents will be evaluated as follows. Units must be properly identified in the project budget as “affordable to residents at” the specified AMI below and supported by a market study.* ***See QAP for detail.***  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **3** |
| 1. *Income Diversity:*   *Developments that promote economic integration by providing units that are not income restricted or else restricted to households above 60% AMI and not included in eligible basis can receive a maximum of 2 checkmarks. a. Projects of 20 units or more with at least 20% of the units unrestricted will receive two checkmarks b. Projects of fewer than 20 units with at least two unrestricted units will receive two checkmarks Market rate units must be distributed proportionately throughout each building and each floor of each building, and throughout the bedroom/bath mix and type. Both market rate and affordable units must have the same design regarding unit amenities and square footage. Units must be properly identified in the budget and supported by the market study.*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **2** |
| 1. *Permanent Debt:*   *Projects utilizing amortizing permanent debt in their funding stacks can receive a maximum of 2 checkmarks. a. Projects in Chittenden County that use amortizing permanent debt for at least 18% of the total development cost of the project will receive two checkmarks b. Projects outside of Chittenden County that use amortizing permanent debt for at least 3.5% of the total development cost of the project will receive two checkmarks c. Projects in Chittenden County that use amortizing permanent debt for at least 9% of the total development cost of the project will receive one checkmark Affordable to Residents at AMI % Minimum % of Tax Credit Units Checkmarks Awarded 20% - 24.99% 2 25% or more 3 30% - 39.99% 2 40% or more 3 50% AMI 30% AMI 21 d. Projects outside of Chittenden County that use amortizing permanent debt for at least 1.75% of the total development cost of the project will receive one checkmark.*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **2** |
| 1. *Access to Public Transportation:*   *Projects with Access to Public Transportation can receive a maximum of 2 checkmarks. Staff will evaluate operation times, routes available, and the distance from routes to the development to assign checkmarks accordingly. a. Projects located within 0.5 miles of local fixed routes will receive two checkmarks b. Projects located within 0.5 miles of a “commuter” or regional/interregional limited transportation will receive one checkmark c. Projects served by a “Demand Response” or specialized transportation will receive one checkmark.*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **2** |
| 1. *Property Remediation:*   *Projects can receive a maximum of 2 checkmarks. Projects can only be eligible for one of the qualifying definitions of Property Remediation under this criterion. a. Projects that propose the remediation of a building or site as defined will receive two checkmarks b. Projects that propose vacant lot infill as defined will receive one checkmark.*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **2** |
| 1. *Federally Subsidized and At-Risk:*   *Existing projects that are Federally Subsidized and At-Risk will receive two checkmarks. (See QAP for definition).*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **2** |
| 1. *Historic Rehabilitation Credit:*   *Projects that utilize the Historic Rehabilitation Tax Credit as described in the Internal Revenue Code Section 47(a)(2) will receive one checkmark.*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **1** |
| 1. *Passive House or Net Zero:*   *Projects that will be constructed to Passive House standards or Net Zero guidelines will receive one checkmark. Passive House projects require certification. (See QAP for definition).*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **1** |
| 1. *Highly Ready-To-Proceed:*   *Projects that are Highly Ready-To-Proceed to construction will receive one checkmark. (See QAP for definition).*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **1** |
| 1. *Eventual Tenant Ownership:*   *Projects intended for Eventual Tenant Ownership will receive one checkmark. (See QAP for definition).*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **1** |
| 1. *Underserved Areas:*   *Projects that are in a town that has market need and demand but has no affordable housing of the type proposed will receive one checkmark. This type of project could also include projects in which the majority of housing would be dedicated as housing for workers in industries with a historic lack of access to safe and decent housing. Examples of those industries include the arts, farm worker, and forest product sectors.*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **1** |
| 1. *Community Development Experience and Unique Characteristics of Sponsor:*   *Projects sponsored by an entity with a demonstrated history or current proposed project that achieves broad community development outcomes as defined in QAP shall earn up to one checkmark. (See QAP for definition).*  **Describe – how does proposed project meet this criteria?**  ­­­­­­­­­­­ |  | **1** |
| **TOTAL CHECKMARKS** |  | **33** |