

**Concerted Revitalization Plan (“CRP”) Application Packet**

The purpose of the packet is to formalize the process by which Concerted Revitalization Plans (“CRP”) are described and submitted pursuant to 10 TAC §11.9(d)(7) of the Qualified Allocation Plan (“QAP”). The CRP and all supporting documentation must be uploaded to the Department’s ServU system along with this packet, as a separate document from the Application. Refer to the Multifamily Programs Procedures Manual posted at <http://www.tdhca.state.tx.us/multifamily/apply-for-funds.htm> for an explanation of the process to set-up a Serv-U Account if needed.

Application #      Development Name

Development City       Development County

**[ ]**  The Application claims no points under 10 TAC §11.9(c)(4) related to Opportunity Index.

My Development Site is located in an area that is:

**[ ]** Urban

**[ ]** Rural (skip to page 4 of the packet)

**[ ]**  My Development Site is located in a distinct area known locally as (or named by the CRP as)       that is larger than the assisted housing footprint.

[ ]  This packet includes a description of the area targeted for revitalization, including common attributes and problems, which can be found at (document name, page number(s), etc)      .

**[ ]**  This packet includes a description of how this area was once vital and how it has lapsed into a condition requiring concerted revitalization, which can be found at (document name, page number(s), etc)      .

**[ ]**  A CRP covering the area mentioned above has been developed and executed. The CRP consists of the following local planning document(s):

**[ ]**  The document(s) is included in its entirety.

**[ ]**  The document(s) can be found online at      .

**NOTE:** Per the requirements of 10 TAC §11.9(d)(7)(A)(ii), a plan may consist of one or multiple, but complementary, local planning documents that together create a cohesive agenda for the plan’s specific area. **No more than two (2) local plans may be submitted for each proposed Development**. A Consolidated Plan, One-year Action Plan or any other plan prepared to meet HUD requirements will not meet the requirements, unless evidence is presented that additional efforts have been undertaken to meet the requirements in the QAP. The concerted revitalization plan may be a Tax Increment Reinvestment Zone (“TIRZ”) or Tax Increment Finance (“TIF) or similar plan. A city- or county-wide comprehensive plan, by itself, does not equate to a concerted revitalization plan.

**The URBAN CRP meets the following criteria as required by 10 TAC §11.9(d)(7)(A)(iii)(I-IV):**

1. The concerted revitalization plan, or each of the local planning documents that compose the plan, must have been adopted by the municipality or county in which the Development Site is located.

**[ ]** This packet includes the resolution(s) adopting the plan or local planning documents that compose the plan; or

**[ ]**  This packet includes the resolution(s) of delegation and other evidence in the form of certifications by authorized persons confirming the adoption of the plan(s) and budget(s).

1. The problems in the revitalization area must be identified through a process in which affected local residents had an opportunity to express their views on problems facing the area, and how those problems should be addressed and prioritized. A description of eligible problems for a CRP are found at 10 TAC §11.9(d)(7)(A)(iii)(II)(a) through (c).

[ ]  A description of the process for public input on the problems in the plan can be found at (document name, page number(s), etc)      .

[ ]  A description of the problems identified by the process can be found at (document name, page number(s), etc)      .

[ ]  A description of how the process determined how the problems should be addressed and prioritized can be found at (document name, page number(s), etc)      .

1. The goals of the adopted plan must have a history of sufficient, documented and committed funding to accomplish its purposes on its established timetable. This funding must be flowing in accordance with the plan, such that the problems identified within the plan are currently being or have been sufficiently addressed.

[ ]  A description of the goals of the plan can be found at (document name, page number(s), etc)      .

[ ]  A description of the plan’s timetable can be found at (document name, page number(s), etc)      .

[ ]  A description of sufficient, documented and committed funding for the plan can be found at (document name, page number(s), etc)      , which documents at least $      in funding for the plan.

[ ]  Evidence that the funding has been flowing to address the problems identified in the plan, or that the problems have been sufficiently addressed, can be found at (document name, page number(s), etc)      .

1. The plan must either be current at the time of Application and must officially continue for a minimum of three years thereafter OR the work to address the items in need of mitigation or rehabilitation has begun and, additionally, the Applicant must include confirmation from a public official who oversees the plan that accomplishment of those objectives is on schedule and there are no budgetary or other obstacles to accomplishing the purposes of the plan.

[ ]  The plan is current at the time of Application, and the effective period for the plan is       and can be found at (document name, page number(s), etc)      ; or

[ ]  Evidence that the work to address problems in the plan has begun can be found at (document name, page number(s), etc)      ; AND.

[ ]  Confirmation from a public official that accomplishment of those objectives is on schedule and there are no budgetary or other obstacles can be found at (document name, page number(s), etc)      .

**Provide any comments or additional information in the box below, if applicable.**

**URBAN CRP Requested Scoring.** Points may be selected under 1, 2, and 3 below for no more than a total of 7 points.

1. Applications will receive four (4) points for a letter from the appropriate local official providing documentation of measurable improvements within the revitalization area based on the targeted efforts outlined in the plan and in reference to the requirements of 10 TAC §11.9(d)(7)(A)(iii)(I-IV). The letter must also discuss how the improvements will lead to an appropriate area for the placement of housing.

[ ]  A letter from a public official is included in this packet (an adopted resolution may be submitted in place of a letter).

1. Applications may receive (2) points in addition to those above if the Development is explicitly identified in a resolution by the municipality or county as contributing more than any other to the concerted revitalization efforts of the municipality or county (as applicable).

[ ]  An adopted resolution from the city of       is included in this packet (a letter MAY NOT be submitted in place of a resolution).

[ ]  An adopted resolution from       county is included in this packet (a letter MAY NOT be submitted in place of a resolution).

**NOTE:** A municipality or county may only identify one Development per CRP area during each Application Round for the additional points under this subclause, unless the concerted revitalization plan includes more than one distinct area within the city or county, in which case a resolution may be provided for each Development in its respective area. The resolution from the Governing Body of the municipality or county that approved the plan is required to be submitted in the Application. If multiple Applications submit resolutions under this subclause from the same Governing Body for the same CRP area, none of the Applications shall be eligible for the additional points, unless the resolutions address the respective and distinct areas described in the plan.

1. Applications will receive (1) point in addition to those under 1. and 2. above if the development is in a location that would score at least 4 points under Opportunity Index, §11.9(c)(4)(B), except for the criteria found in §11.9(c)(4)(A) and subparagraphs §11.9(c)(4)(A)(i) and §11.9(c)(4)(A)(ii).

[ ]  Development Site is within the required radius of the eligible amenities and/or services listed below, pursuant to §11.9(c)(4)(B)(i) of the QAP.

[ ]  A map showing the Development Site, location of and distance to the amenities, and evidence that the amenity meets all requirements of the rule, as applicable, is included.

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**Provide any comments or additional information in the box below, if applicable.**

**The RURAL CRP meets the following criteria as required by 10 TAC §11.9(d)(7)(B)(i-iii):**

Points may be selected under 1, 2, and 3 below for no more than a total of 7 points.

1. Applications will receive 4 points for the Rehabilitation or demolition and Reconstruction of a development in a rural area that has been leased at 85% or greater for the six months preceding Application by low income households and which was initially constructed 25 or more years prior to Application submission as either public housing or as affordable housing with support from USDA, HUD, the HOME program, or the CDBG program.

[ ]  The Application proposes Rehabilitation; or

[ ]  The Application proposes demolition and Reconstruction; and

[ ]  Evidence that the development has been leased at 85% or greater for the six months preceding Application by low income households can be found at (document name, page number(s), etc)      ; and

[ ]  Evidence that the development was initially constructed 25 or more years prior to Application submission as either public housing or as affordable housing with support from USDA, HUD, the HOME program, or the CDBG program can be found at (document name, page number(s), etc)      .

**Note:** The occupancy percentage will not include Units that cannot be occupied due to needed repairs, as confirmed by the PCA or CNA. Demolition and relocation of units must be determined locally to be necessary to comply with the Affirmatively Furthering Fair Housing Rule, or if necessary to create an acceptable distance form Undesirable Site Features or Neighborhood Risk Factors.

1. Applications may receive (2) points in addition to those above if the Development is explicitly identified in a resolution by the municipality (or county if the Development Site is completely outside of a city) as contributing more than any other to the concerted revitalization efforts of the municipality or county (as applicable).

[ ]  An adopted resolution from the city of       is included in this packet (a letter MAY NOT be submitted in place of a resolution); or

[ ]  An adopted resolution from       county is included in this packet (a letter MAY NOT be submitted in place of a resolution);

**Note:** Where a Development Site crosses jurisdictional boundaries, resolutions from all applicable governing bodies must be submitted. A municipality or county may only identify one single Development during each Application Round for each specific area to be eligible for the additional points under this subclause. If multiple Applications submit resolutions under this subclause from the same Governing Body for a specific area described in the plan, none of the Applications shall be eligible for the additional points.

1. Applications may receive (1) additional point if the development is in a location that would score at least five (5) points under Opportunity Index, §11.9(c)(4)(B), except for the criteria found in §11.9(c)(4)(A) and subparagraphs §11.9(c)(4)(A)(i) and §11.9(c)(4)(A)(ii).

[ ]  Development Site is within the required radius of the eligible amenities and/or services listed below, pursuant to §11.9(c)(4)(B)(ii) of the QAP.

[ ]  A map showing the Development Site, scale showing radius, location of the amenities, and evidence that the amenity meets all requirements of the rule, as applicable, is included.

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**Provide any comments or additional information in the box below, if applicable.**