

Community Preference - Developer Proposal

Date: _____

The objective of Community Preference is to affirmatively further promote fair housing, address displacement, and foster and sustain inclusive communities. Please complete the below form and return with any supporting documents to the Office of Housing.

Section I: Applicant Information

Contact Information

Application's Contact Name: _____

Phone Number: _____ Email: _____

Developer Name: _____

Phone Number: _____ Email: _____

Property Manager Name: _____

Phone Number: _____ Email: _____

Property Information

Project Name: _____ Total Units: _____

Project Address: _____

Community Preference Units (Percentage of Total): _____

Units at AMI Levels (Percentage of Total): _____ Projected Lease-Up Date: _____

Geographic Boundaries

Census Tract: _____ Neighborhood: _____

Census Tracts Selected for Community Preference: _____

Explain why the selected Census Tracts fulfill the goals of Community Preference:

Section II: Implementation Details

Preference Types

Which of the following Office of Housing (OH) recommended preferences apply to the project?

- Applicant currently is a resident in the selected Census Tract
- Applicant or family member is a former resident of the selected Census Tracts
- Applicant has community ties or utilizes community services
- Other (explain below)

Describe any additional community preferences, their value to the project, and how they will address residential displacement. Include or attach relevant supporting data, if available.

Verification Documents

Describe what verification documents applicants will provide to qualify for Office of Housing recommended residential or community ties/service preferences. Specify if the Office of Housing suggested documentation list, or a different list, will be used.

Describe any additional verification documents that will be accepted.

Specify the verification documents for any additional proposed preferences.

Outreach and Selection Process

Describe how the Community Preference will be awarded to qualifying applicants.

Non-Ranked:

Qualified or Not Qualified - Applicants will either qualify or not qualify for Community Preference, regardless of the number of preference type (residential, community ties/services, etc.)

Ranked:

Points awarded by preference type – Applicants will be awarded points according to preference type (residential, community ties/services, etc.)

Will preference types be ranked or have different point values? For example, a residential preference will have 2 points and a community tie/service preference will have 1 point.

Yes No

Describe the Community Preference tenant selection process. Include if there will be one master applicant list or separate Community Preference applicant list, and in what order applicants will be selected from the list(s). If points are awarded by preference type, specify if the applicants will be randomized within point cohorts.

Describe any preference pre-screening and the verification processes, in addition to their responsible parties.

If applicable, describe how a waitlist will be established and maintained.

How is affirmative marketing contributing to outreach and engagement for Community Preference?

Anticipated budget for affirmative marketing and community preference: _____

Please include any other details or comments about the proposal.