



# Department of Housing & Community Empowerment

## Request for Application Housing Tax Credit Resolutions

☐ 9% Housing Tax Credit

☐ 4% Housing Tax Credit

Name of Applicant:

Contact Person for questions regarding application, please include e-mail address and phone:

Ownership Entity as it will appear on TDHCA application:

Public Partner(s), including names and roles of each member (if applicable):

Partnership Members, including names and roles of each member:

Name of Development as it will appear on TDHCA application:

Address/Location of Development:

Please describe the development:

Unit Composition	Market Rate Units	Rent Restricted (non-voucher)	Walker Units or Housing Choice Voucher	Continuum of Care Units	Total Number of Units
Number of Units					
Percentage of Total Units					100%



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Unit mix/types available:

0 bedroom ☐ 1 bedroom ☐ 2 bedroom ☐ 3 bedroom ☐ 4 bedroom ☐

Will this development focus on a particular target population?

If multiple target populations are being served, please explain:

Property Amenities:

Current Zoning:

Zoning change  
required? If yes,  
proposed zoning.

Council District:

Please place an 'X' in the box below, if any of the following apply:

☐

One Mile/Three-Year Rule

If yes, what project(s): \_\_\_\_\_

\_\_\_\_\_

☐

Twice the State Average Per Capita (2x)

☐

Census Tract that has more than 20% Housing Tax Credit Units  
per total households

☐

40+ % poverty rate/RECAP

☐

20+ % poverty rate

☐

Project will include bond financing

☐

Project will pursue DHFC/DPFC partnership



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Does this development qualify as a Priority Housing Needs Development? ☐ Yes ☐ No

If yes, please include an explanation as a part of the "additional information" section below.

Any additional  
information to  
be considered:

Please ensure that the following information is included in the application package submitted:

- |   |  |
|---|--|
| <input type="checkbox"/> Evidence of Site Control                           | <input type="checkbox"/> Certification of Good Standing                                      |
| <input type="checkbox"/> Minimum Site Requirements Form                     | <input type="checkbox"/> Conflict of Interest Questionnaire                                  |
| <input type="checkbox"/> Mitigation Plan (if applicable)                    | <input type="checkbox"/> Fair Housing Review Checklist                                       |
| <input type="checkbox"/> Proforma Including Projections and Cash Flow       | <input type="checkbox"/> Evidence of Consultation with Planning/Zoning Staff (if applicable) |
| <input type="checkbox"/> MOUs with Identified Partners                      | <input type="checkbox"/> Proof of Tenant Notification (if applicable)                        |
| <input type="checkbox"/> Map Demonstrating Proximity to Site Amenities      | <input type="checkbox"/> Relocation Plan (if applicable)                                     |
| <input type="checkbox"/> Resident Services Checklist                        | <input type="checkbox"/> Plan and Cost Review (if applicable)                                |
| <input type="checkbox"/> Evidence of Priority Housing Needs (if applicable) | <input type="checkbox"/> Capital Needs Assessment (if applicable)                            |
|   | <input type="checkbox"/> TDHCA Application (if applicable)                                   |
|   | <input type="checkbox"/> City of Dallas application form                                     |

For additional information or questions regarding this application, please contact our team at [HousingLIHTC@dallascityhall.com](mailto:HousingLIHTC@dallascityhall.com) or 214-670-3644.