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February 25, 2026, City Council Agenda Item 26-255A Amendment to the Dallas Housing Resource Catalog Dallas Housing Finance Corporation, Dallas Public Facility Corporation, Dallas Homebuyer Assistance Program and Housing Tax Credit Program Statements

Housing and Homelessness Solutions Committee

February 23, 2026

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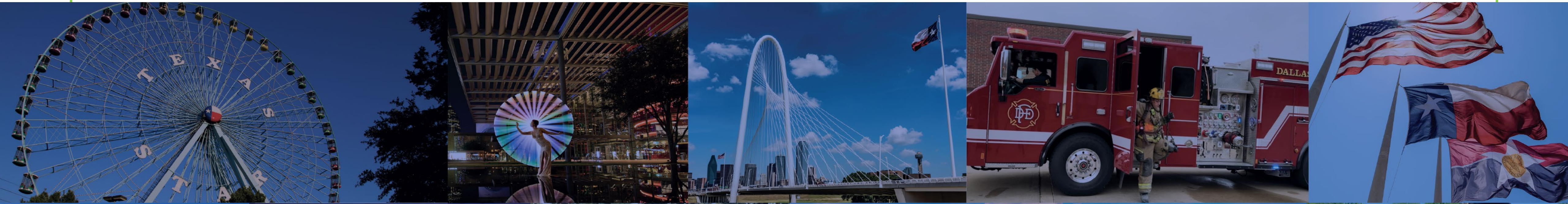
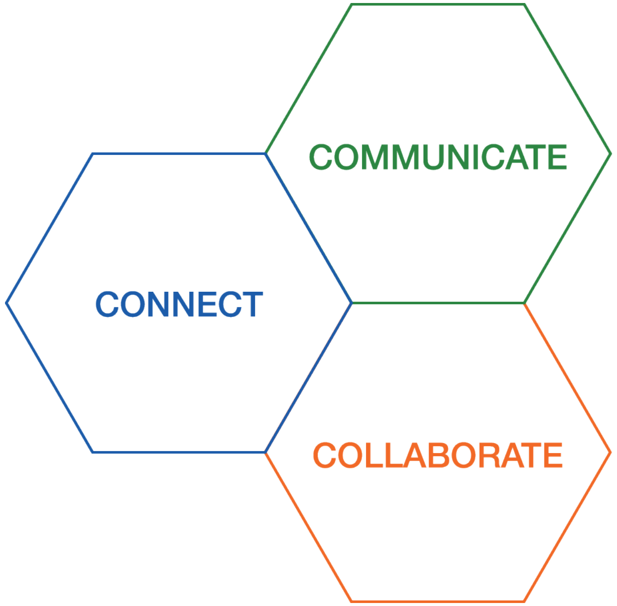


Purpose

The purpose of this presentation is to discuss the Housing Tax Credit, Dallas Homebuyer Assistance Program, Dallas Housing Finance Corporation and Dallas Public Facility Corporation proposed programs amendments for City Council consideration on February 25, 2026.

The proposed amended program statements stem from City Council requests to streamline applications, outsource the homebuyer assistance program and provide oversight and compliance to programs. They reflect compliance, collaboration upon multiple parties and advance City of Dallas housing priorities.



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Housing Tax Credit Program Statement Amendment

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Housing Tax Credit Program Statement

The Housing Tax Credit Program statements sets standards for how developers apply for a 4% Resolution of No Objection or a 9% Resolution of Support.

Current Program Statement

- Combines Resolution of No Objection (4% LIHTC) and Resolution of Support (9% LIHTC) together without sections
- Has select State Qualified Action Plan (QAP) technical guidance and definitions
- Has application criteria in policy rather than in a guiding document to be updated based on yearly QAP updates

Proposed Program Statement

- Defines sections for Resolution of No Objection (4% LIHTC) and Resolution of Support (9% LIHTC)
- Sets a timeline and calendar for applications and staff review and links to the State's Qualified Action Plan for Developers to see all technical guidance
- Adds a new requirement for developer to notify City Council member in the respective areas prior to submitting an application
- Adds clarity around waiver requests aligned with the State's Qualified Action Plan
- Sets standards for project type in in areas of greater than 20% poverty
- Continues to require Fair Housing Assessment

Dallas Homebuyer Assistance Program Statement Amendment

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Dallas Homebuyer Assistance Program Statement

The Dallas Homebuyer Assistance Program provides financial assistance for down payment, closing costs, and principal reduction.

Current Program Statement

- Allows staff to administer, but does not allow administration by third parties
- Has lien term as listed in chart below

Proposed Program Statement

- Allow administration by third parties
- Update the lien period based on assistance amount to be consistent with the HOME Final Rule effective February 5, 2025*

Required Affordability Periods	Current Funding Limits	New Funding Limits
5 years	Less than $15,000	Less than $25,000
10 years	$15,000 - $40,000	$25,000 - $50,000
15 years	Over $40,000	Over $50,000

* https://www.federalregister.gov/documents/2025/01/06/2024-29824/home-investment-partnerships-program-program-updates-and-streamlining

Dallas Housing Finance Corporation Dallas Public Facility Corporation Program Statement Amendments

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Background - Developing DHFC/DPFC Program Statements

The Dallas Housing Finance Corporation is exclusively for the purpose of assisting the City in financing the cost of residential development that will provide decent, safe, and sanitary housing for persons of low and moderate income.

The Dallas Public Facility Corporation is exclusively for the purpose of assisting the City in financing, refinancing, or providing public facilities.

Current Program Statement

- States the Texas Local Government Codes which governs the corporations' activities.

Proposed Program Statement

- Adds sections on partnerships, policies and procedures, corporation and city staffing roles, application criteria, geographic priority areas, community input, relocation, rehab and new construction standards, alignment with city policies, reporting criteria, use of revenue.

Timeline - Developing DHFC/DPFC Program Statements

- In 1984 the DHFC was created and completed 9 properties up to 2020, since then it has completed an additional 20 and 16 under construction. In 2020 the DPFC was created and has completed 12 projects and has 7 under construction.
- From 2019 to present, Council has asked questions about both corporations such as; location of projects, use of revenue, public benefit, and others. The current program statements offer no direct guidance on corporation activity.
- October 29, 2024 – Special Called HHSC meeting to discuss DHFC and DPFC program operations based on Council questions with DHFC and DPFC projects seeking approvals
- January 28, 2025 – briefing at HHSC on recommended amendments to policy, operations, and bylaws for the DHFC and DPFC
- Throughout 2025 – Staff workshopped program statements with both DHFC and DPFC Boards and stakeholders in addition to presenting updates to HHSC
- October 21, 2025 - OHCE briefing to HHSC on amendments to program statements, request for training videos
- January 2026 – OHCE developed training videos to assist City Council for the conversations around both Corporations
  - DPFC Dallas Public Facility Corporation Training Video* DHFC Dallas Housing Finance Corporation Training Video**
- OHCE staff continued to meet with City Council Members, Housing Stakeholders and DHFC and DPFC board members to refine the program statements for consideration on February 25, 2026.

*DPFC Video - https://www.youtube.com/watch?v=FckDZ5qyegA
**DHFC Video - https://www.youtube.com/watch?v=OaMFKRtEPx4&feature=youtu.be

Dallas Housing Finance Corporation
Dallas Public Facility Corporation

Overview of Dallas Housing Finance Corporation and Dallas Public Facility Corporation*

Category	Dallas Housing Finance Corporation (DHFC)	Dallas Public Facility Corporation (DPFC)
Established	1984	2020
Legal Basis	Texas Housing Finance Corporation Act (Ch. 394, TX Local Gov. Code)	Public Facility Corporation Act (Ch. 303, TX Local Gov. Code)
Primary Purpose	Assist low/moderate-income persons in acquiring, renting and owning affordable housing	Assist the City in financing and preserving mixed-income workforce housing
Target Income Group	Low and moderate income (at or below 60% AMI by statute)	Residents earning ≤ 80% Area Median Income (AMI); includes non-income restricted units
Financing Tools	Tax-exempt bonds, home mortgages, acquisition, and redevelopment	Acquisition, construction, rehab, renovation, and investing in public facilities
Partnership Roles	General Partner, Ground Lessor, Co-Developer, General Contractor	General Partner, General Contractor, Landowner
Total # of Properties and Units	45 properties; 10,330 units	20 properties; 4,136 units
Estimated Total Property Value	$2.5 Billion	$1.1 Billion
Estimated Total Taxes Foregone	$1,756,256.00	$385,634.00
Total Revenue	$6,041,873.00	$952,334.00

*Data provided from DHFC and DPFC from inception to January 2026

Background/History - Developing DHFC/DPFC Program Statements

- The median household income in Dallas is $67,760*
- 100% Area Median Income (AMI) for a family of four is $117,300**
- The federal poverty line is an income just over $32,000 for a family of four***
- To achieve mixed income communities
  - DHFC projects typically serve lower or moderate-income households (up to 60% AMI) and should avoid concentrating affordable housing units in neighborhoods that already have predominantly low-income households
  - By State Statute, DHFC projects typically serve households who are low to moderate income
  - DPFC projects serve higher income households (above 80% AMI) and should prioritize developing housing in areas with predominantly low-income households
  - By State Statute, DPFC projects typically serve higher income levels such as 80% AMI and market rate households

Area Median Income (AMI)

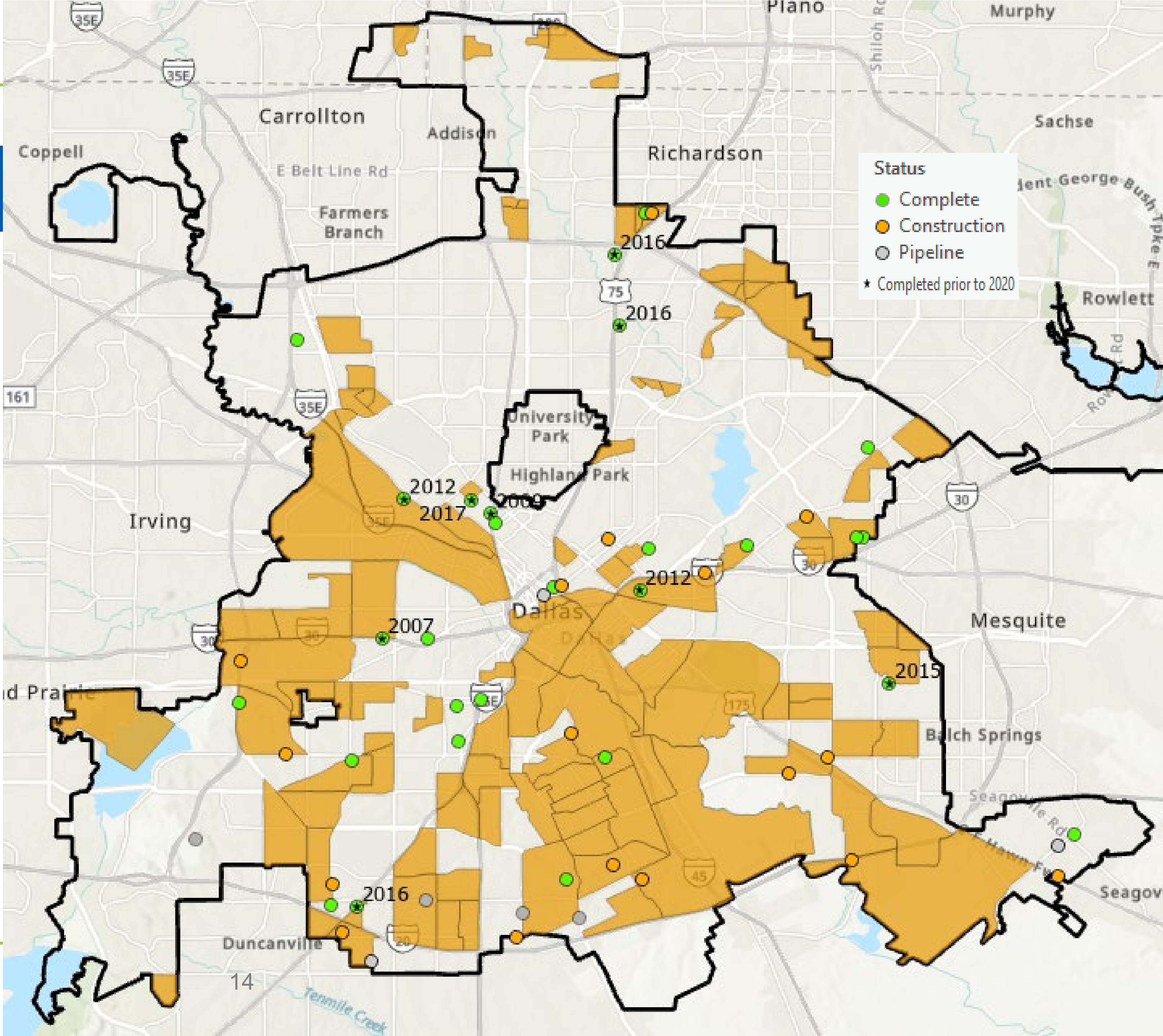
		Number of Persons in the Household			
		1	2	3	4
DPFC	140%	$114,954	$131,376	$147,798	$164,220
	120%	$98,532	$112,608	$126,684	$140,760
	100%	$82,110	$93,840	$105,570	$117,300
	80%	$65,700	$75,100	$84,500	$93,850
DHFC	60%	$49,320	$56,340	$63,360	$70,380
	50%	$41,100	$46,950	$52,800	$58,650

*Based on the U.S. Census Bureau's American Community Survey (ACS). Median household income includes all individuals occupying a housing unit.
**HUD Income limits effective June 1, 2025
*** Department of Health and Human Services 2025 guidelines

DHFC Portfolio

- 45 properties in portfolio (1984-2026)
  - 29 properties in operation
  - 16 under construction
  - 7 in pipeline
- Since 2021, 19 of 26 properties requested waivers as part Resolution of No Objection (RONO) approval for Low Income Housing Tax Credits (LIHTC). Some had multiple waivers.
- 0 projects - Twice the State Average per Capita
- 16 projects - One Mile within Three Years
- 5 projects - 20% Housing Tax Credit (HTC) Units per Total Households in the Census Tract (waiver)
- 2 projects - Racially or Ethically Concentrated Area of Poverty (R/ECAP) (waiver)
- 8 projects - were approved when the poverty rate of the census tract was over 20%

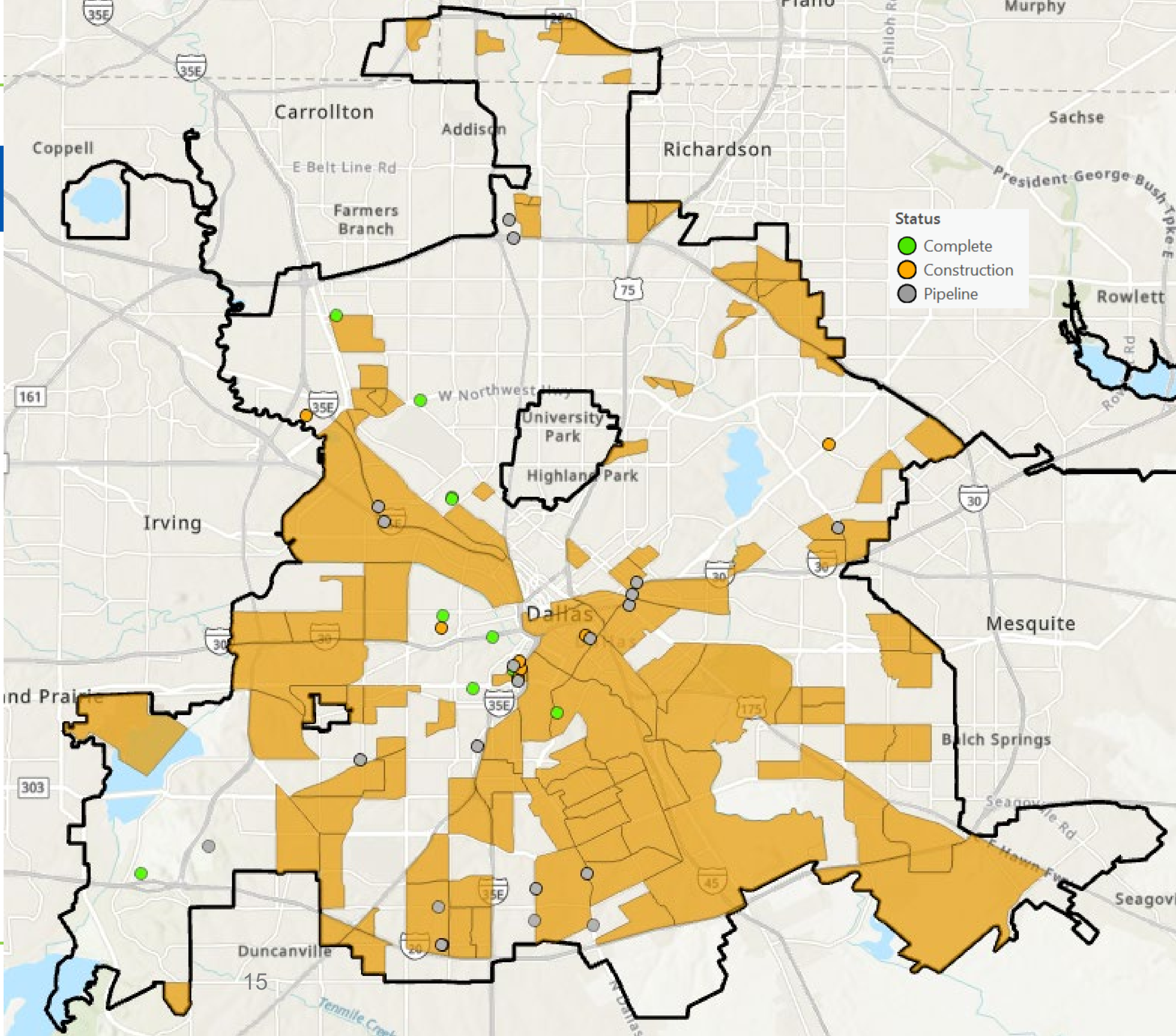
Data from January 2026



DPFC Portfolio

- 20 properties in portfolio (2020-2026)
  - 12 complete
  - 8 under construction
  - 7 in pipeline
- 15 of the existing 19 properties are in higher income areas (census tracts with a poverty rate at or below 20%)

Data from January 2026



Dallas Housing Finance Corporation Dallas Public Facility Corporation Program Statement Amendments

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DHFC/DPFC Program Statements Highlights

Program Statements apply to all projects for DHFC/DPFC

- Written policies and procedures for both corporations
- OHCE Director (or Designee) as ex-officio DHFC/DPFC board member
- DHFC/DPFC oversee administration of both corporations, coordinate communications with developers, provide project oversight and reporting to OHCE quarterly
- OHCE reviews projects for alignment with City Policies, Program Statements, prepares projects for City Council, and monitors long term affordability
- Revenue to support:
    - Corporate and City administration
    - Investments in approved affordable housing activities
    - Gap financing, development, acquisition, and rehab
    - Investment in Dallas Housing Opportunity Fund or other funds that support affordable housing in the City
- City will not support tax exemptions or municipal approvals for non DHFC/DPFC projects

DHFC/DPFC Program Statements Highlights

Criteria	DHFC	DPFC
Project Location	Prioritize rehab of expiring deed restricted properties or close to job centers or serve specific populations in areas with <20% poverty	Prioritize new construction and areas with >20% poverty; and areas with higher-than-average appraised values of residential property
Project Conditions	If waivers requested for in high-poverty/R/ECAP areas require 2/3 Council vote	Projects removing revenue from tax role require 2/3 Council vote
Use of Revenue	Corporate and city administration, DHFC project needs for gap, invest in Dallas Housing Opportunity Fund (DHOF), or other fund to support affordable housing	Corporate and city administration, DPFC project needs for gap, invest in Dallas Housing Opportunity Fund (DHOF), or other fund to support affordable housing
Tax-Exempt Reporting	Quarterly reports on activity, total units, pipeline, use of revenue, total tax-exempt value annually	Quarterly reports on activity, total units, pipeline, use of revenue, total tax-exempt value annually

Policy Discussion

- There have been many conversations about the updates to the Program Statements.
- Three areas were identified where OHCE recommendations did not align with DHFC and DPFC boards:

Category	OHCE Staff Recommendation	DHFC/DPFC Board Position	Pro	Con
Geographic Focus	Prioritize DHFC/DPFC projects to address housing needs	No general restrictions on location	Policy as drafted aligns strong use of the corporation with city housing needs	Requires corporations to review projects for location and may have to say no to projects
Project limitation and Tax Exemption Cap	OHCE has not made a formal recommendation as each project has limited impact based on appraised value before construction. As the portfolios grow this amount starts to get larger. Overall exemptions in the city should be considered. OHCE defers to City Council to determine.	Oppose limiting production and enforcing a cap	Allows more control of potential impact to the general fund budget	Potentially reduces the number of projects approved in any one year. Projects may not all come online at the same time.
Board Participation	Director (or designee) as ex-officio membership on Boards	Advisory only participation without a formal seat on Board	Allows City staff access to pertinent discussions related to properties and ensures City priorities are centered	Corporation concerned about potential conflict and access to personnel issues

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Next Steps

- Staff recommends approving the Dallas Housing Resource Catalog Amendments with staff recommendations on February 25, 2026, City Council Agenda #26-255A to amend the:
  - Housing Tax Credits Program
    - Clarifying application process and set standards for waivers and areas of poverty.
  - Dallas Homebuyer Assistance Program
    - Allowing third party administrators and adjust lien periods.
  - Dallas Housing Finance Corporation and Dallas Public Facility Corporation Program Statements
    - Establishing compliance functions and policies and procedures,
    - Setting geographic priorities,
    - Assigning ex-officio member to each board,
    - Providing guidance on use of revenue.

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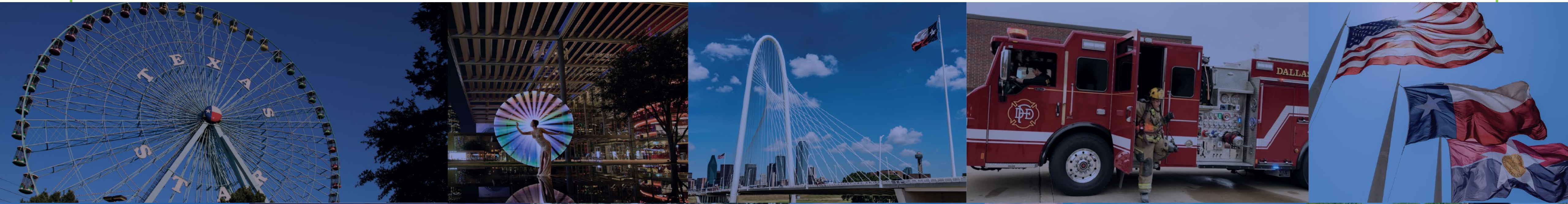


Housing Data

Rental Housing

- A shortage of 40,000 affordable rental units for households who make less than $58k for family of 4 (50%Area Median Income).
- 7,700 units will lose rent restrictions by 2033.

Homeownership Housing

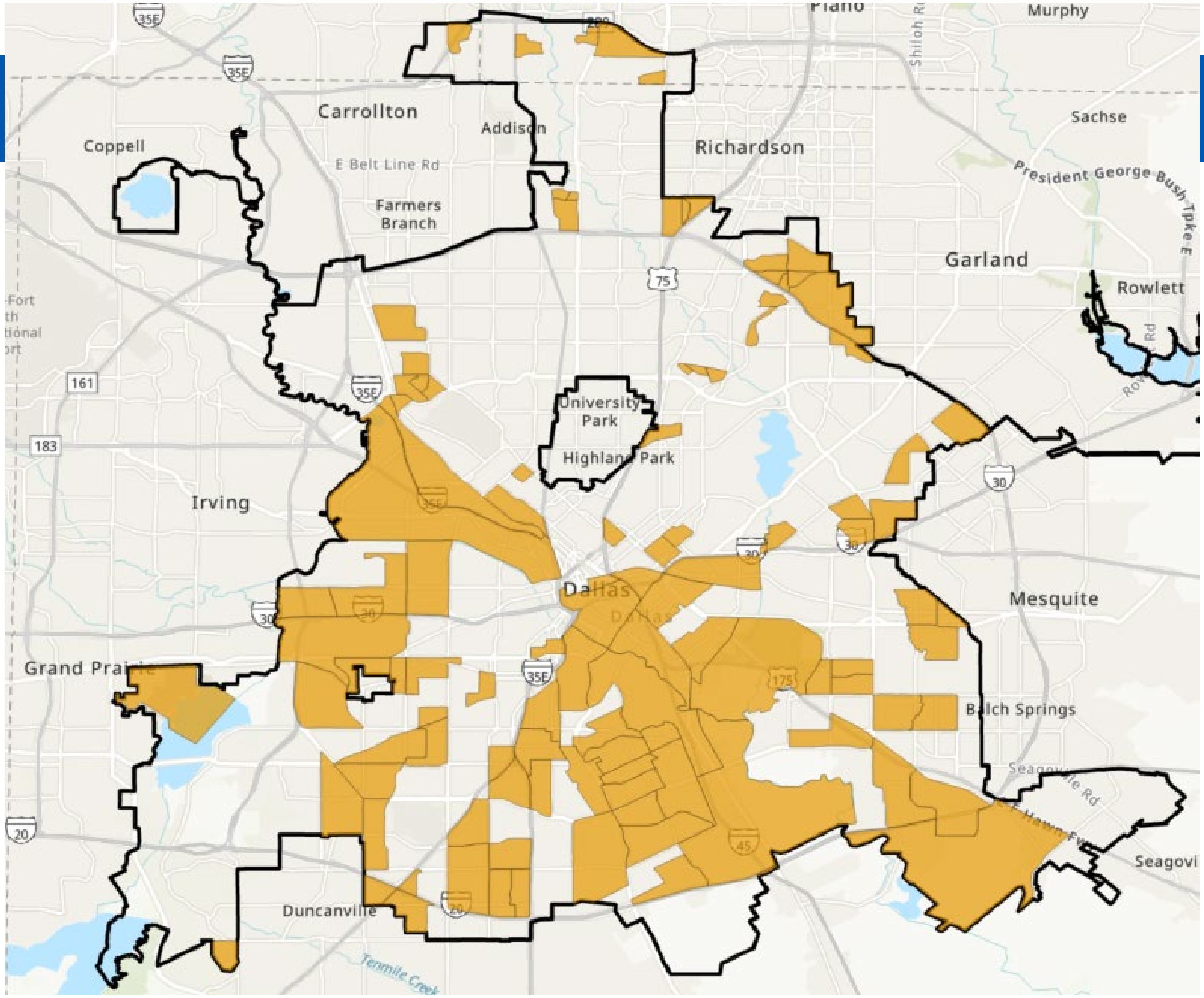
- 42,000 households can afford homeownership but are currently renting.
- Average Dallas home price is $405k and a household needs $135k income to qualify and not have payments that exceed 30% of income.

Homelessness

- There are on average 3,500 individuals experiencing homelessness in the Dallas and Collin County area, roughly 9 people per 10,000 residents.
- Dallas has ~2,400 Emergency Shelter Beds which at or near capacity.

Housing Data

- Census Tracts where 20% of residents are below poverty line.*
- City Average is 15.8%



Source: EDA Census Poverty Status Viewer (EDA-Census Poverty Status Viewer)

*The Poverty Rate is defined as the percentage of people whose household income falls below the poverty threshold set by the government.

Dallas Housing Finance Corporation ~~(DHFC) –~~

Amended February 25, 2026, by Resolution No 26-255A

~~The City of Dallas Housing Finance Corporation (DHFC) was organized in 1984 in accordance with Chapter 394 of the Texas Local Government Code (Code). Under the Code, the purpose of the DHFC is to assist persons of low and moderate income to acquire and own decent, safe, sanitary, and affordable housing. To fulfill this purpose, the DHFC can be an issuer of tax-exempt bonds. The DHFC may issue bonds to finance, in whole or in part, the development costs of a residential development or redevelopment; the acquisition of existing residential properties, the costs of purchasing or funding the making of home mortgages; and any other costs associated with the provision of decent, safe, and sanitary housing and non-housing facilities that are an integral part of or are functionally related to an affordable housing development. Affordable Housing Partnerships: The DHFC can also partner with affordable housing developers for the production of multifamily and for-sale housing. The DHFC can acquire an ownership stake in the development by becoming the General Partner (GP) of an ownership entity, right of refusal to purchase the improvements, and owning and controlling the land. DHFC is the sole member of the GP. Fifty-one percent of the units must be set aside for affordable housing. If all of the aforementioned criteria are met; then the development can benefit from a tax exemption. Additionally, the DHFC can be the General Contractor to allow for sales tax exemption on construction materials.~~

About Dallas Housing Finance Corporation

The City of Dallas Housing Finance Corporation (DHFC) was created by the City of Dallas in 1984 in accordance with the Texas Housing Finance Corporations Act, Chapter 394, Texas Local Government Code (the Act). Under the Act, the purpose of the DHFC is organized exclusively for the purpose of assisting the City in financing the cost of residential development that will provide decent, safe, and sanitary housing for persons of low and moderate income as defined by the Act. To fulfill this purpose, the DHFC can be an issuer of tax-exempt bonds to finance, in whole or in part if:

- The residential development or redevelopment;
- The acquisition of existing residential properties;
- The costs of purchasing or funding the making of home mortgages;
- Any other costs associated with the provision of decent, safe, and sanitary housing and non-housing facilities that are an integral part of or are functionally related to an affordable housing development.

The DHFC is authorized to purchase, lease, own, hold title to, or otherwise acquire an interest in residential development, directly or indirectly through a subsidiary of the DHFC. For both Low Income Housing Tax Credit (LIHTC) and non-LIHTC properties, at least ninety percent of the units must be set aside for persons of low- and moderate-income affordable housing. The DHFC and all property owned by it are exempt from license fees, recording fees and all other taxes imposed by the State of Texas or any political subdivision.

Partnerships

The DHFC can partner with affordable housing developers to finance and produce affordable rental and single family for sale housing. Partnership structure includes:

- The DHFC can acquire an ownership stake in the development by creating a special purpose entity which may serve as the general partner (GP) of a limited partnership or similar partnership entity with a private developer that owns and controls the land and has a right of refusal to purchase the improvements;
- Operate as the Ground Lessor, owning the land on which the development is located and receiving fees for the ground lease from the borrower;
- Co-Developer, entering into a development agreement with the affordable housing developer; and/or
- General Contractor by entering into a construction contract (and subcontract) or joint-venture agreement for the construction of the affordable housing development or to allow for sales tax exemption on construction materials.

If the application criteria are met and approved by City Council, then the development can benefit from sales and property tax exemption.

Policies and Procedures

DHFC must have written policies and procedures that outline division of duties, application criteria, fair, equitable and transparent procurement procedures, board terms and assignment and methods to adjust any and all policies or procedure stated.

City Staff Representation on the Board

Director of Office of Housing and Community Empowerment (OHCE) or successor office/department or designee will have a seat on the DHFC Board of Directors as a non-voting ex-officio board member, to attend all Board meetings, including executive or closed sessions. The ex-officio member will not attend executive sessions involving corporate decisions for staffing and related matters.

Staffing

DHFC staff responsibilities include:

- General administration,
- Developer communication,
- Notifying Housing staff of new applications received on a monthly basis,
- Project management,
- Project monitoring,

- Quarterly reporting,
- Annual education for developers,
- Attend and be the primary speaker at all Housing and Homelessness Solutions Committee (or others as needed or named) and City Council meetings when board-related agenda items are under consideration.

OHCE staff responsibilities include:

- Review of projects for compliance with and advancement of city policies,
- Long-term affordability monitoring,
- Perform administrative functions for items to be placed on committee or council agendas,
- Communication with the corporation staff on items for reviews, meetings with Councilmembers, questions on projects, reports and all other pertinent information.

Applications

Applications for partnership agreements shall:

- Be submitted in writing to DHFC so that the transactions can be discussed and reviewed, and
- Prioritize projects that have been designated for prioritization by City Council and confirmed by OHCE staff such as:
    - Redevelopment of existing deed restricted property;
    - Project in close proximity to a job center or area with a high concentration of employment opportunity;
    - Project that serves groups of individuals who are at a higher risk of experiencing social, economic, and health disparities.

If a project requests a waiver from TDHCA in writing or prior to submission of the pre-application in racially or ethnically concentrated areas of poverty (R/ECAP) areas in Dallas or areas with 20% poverty or higher, then a 2/3 approval vote of council members is required and the development should be a:

- Redevelopment of an existing low-income property is proposed or,
- Development that will address slum and blight, urban nuisance, environmental contamination or environmental nuisance, or other public benefit as determined by Council from time to time or,
- Located within or adjacent to census tracts with rapidly decreasing poverty level or rapid increases in appraised value of residential real estate.

The City of Dallas will not support tax exemptions or other government approvals for residential development projects located within city limits that are sponsored, owned, or operated by Housing Finance Corporations (HFCs) formed by entities outside of the Dallas Housing Finance Corporation (DHFC).

In alignment with House Bill 21 (89th Legislature), which reformed Chapter 394 of the Local Government Code governing DHFC operations, and to ensure local accountability, transparency, and alignment with city housing priorities, HFC-sponsored developments must be structured through the City's own HFC or an entity directly affiliated with the City of Dallas if such entity is subject to an interlocal agreement or other binding agreement.

Applications could be denied if:

- Applicants have open projects underway, and projects are stalled or delayed,
- Applicants are in breach or default of any agreement with the City of Dallas,
- Project does not align with any term of the program statement, statute, City of Dallas program or regulation.

DHFC will track and report on the DHFC portfolio of projects' total tax-exempt value with each project to Housing and Homelessness Solutions Committee and for City Council consideration. DHFC will also track and report on the DHFC portfolio of projects' total tax-exempt value annually.

DHFC will include a Public Benefit Analysis (PBA) with each project to Housing and Homelessness Solution Committee and for City Council consideration. The PBA should be at least 60% of the estimated property taxes. If the percentage is below 60% a rationale shall be included that addresses the following:

- How the project will link housing to economic job opportunities;
- How the project will address older or ageing housing stock in the area;
- How the project will align services intended to support the residents or general community need.

Community Input

Development projects may have engaged the community throughout the process for zoning, permitting, general community support or other reasons. The board member appointed by the City Council member, the Board Chair, or the DHFC General Manager will alert the council member of all projects located within the district so that the Council Member can determine if further community engagement is needed.

Relocation Policy

For developments that are occupied by existing tenants and that are not otherwise subject to the Uniform Relocation Act (URA), the development proposal must include a DHFC approved relocation plan that: (1) Minimizes permanent displacement from the Development. In the event of permanent displacement, Applicants will be required to provide compensation to affected tenants that is otherwise in alignment with URA requirements; (2) Must provide reasonable notice to affected tenants prior to any temporary relocation and covers all reasonable out of pocket costs incurred by tenants as a result of moving from one unit to another within the Development or temporarily vacating their units to allow rehabilitation work to proceed; and (3) Proposer must meet all applicable state, federal, or local laws relating to displacement of tenants.

Minimum Rehabilitation Requirements

For rehabilitation projects, the proposed scope of work must be informed by a capital needs assessment (CNA), prepared by a qualified licensed third-party professional that is independent from the Development's architect or engineer, builder/general contractor, or other member of the Development Team. The Corporation will review the CNA and conduct a site visit. The CNA must demonstrate to the Corporation's satisfaction that the initial scope of work is sufficient to address all City code compliance issues and violations (whether formally cited or not) stated in the report. Further, the scope of work, combined with planned replacement reserve funding, must be determined sufficient to address all projected repairs or replacements of the following items throughout the entire term of the Development's affordability period:

- All major systems including roof, foundation, electrical, HVAC, and plumbing,
- Interior and exterior windows and doors,
- The interiors of all units including the kitchen and bathroom and all major appliances,
- The exterior of the development, including balconies, walkways, railings, and stairs,
- Communal facilities such as community rooms, fitness centers, business centers, etc.,
- Security features including gates and security cameras, and
- Accessibility.

City Goals and Initiatives
Prior to consideration by the Housing and Homelessness Solutions Committee or Council, OHCE staff will:

- Review DHFC projects for compliance with City plans or policies, needs identified as priorities, and affordability compliance,
- Determine if project is located in a Tax Increment Financing (TIF) district and if so, the TIF board needs to receive notice and TIF board will determine if project will be reviewed and approved by the TIF board of directors before being considered by HHS Committee or Council,
- Ensure that the Phase 1 Environmental Review was conducted on the project and was reviewed by the corporation to certify the review was cleared before presenting to committee and City Council.

While OHCE is tasked with project review in alignment with city policies and initiatives, The Office of Economic Development (ECO) has been tasked with development project review for funding and city incentives. If additional City incentives are requested in conjunction with DHFC tax exemptions, then a second fiscal underwrite will be conducted by ECO for subsidy layering review before any commitments are authorized.

Monitoring
Long-term affordability monitoring will be conducted by OHCE staff, while project monitoring is conducted by corporation staff.

Reporting
DHFC staff will provide:

- Quarterly reports for the entity and each project in a form satisfactory to the OHCE Director, including financial information, use of revenue, property occupancy, crime statistics, project pipeline, and other information requested by the Director from time to time,

- Financial audits that must be completed and submitted to OHCE or successor office/department no later than December 1st.
- Annually, the Board of Directors will present the corporation's financial status, assets, use of revenue and activities to the Housing and Homelessness Solutions Committee, as dictated in the statute.

Revenue

DHFC will limit uses of revenue to opportunities as defined by the Board of Directors with consultation from OHCE Director as ex-officio member to align with City housing needs. The use of revenue will be briefed to Housing and Homelessness Solution Committee yearly.

A quarterly cumulative and annual report will be submitted to OHCE that details uses of revenue with an administrative breakdown. When City resources are utilized for administration for agenda items, compliance and monitoring or other services requested by the corporations, the corporations will reimburse the City for those costs.

Uses of revenue will be in accordance with state statutes and can be but are not limited to:

- Corporate and City Administration,
- Development activities such as but are not limited to; acquisition, construction, rehabilitation (multifamily), City services and infrastructure for contributions to housing,
- Projects that have been approved seeking gap financing for the project, DHFC will prioritize using revenue to support the development,
- Funding for developers incentives directly through the City of Dallas,
- Funds may be made available to the Dallas Housing Opportunity Fund or any other funding provider to administer on behalf of the DHFC and/or city.
- OHCE and the Board will collaborate on uses of funds that will be presented to the Housing and Homelessness Solutions Committee yearly.

Policies within the program statement will be reviewed by the DHFC Board of Directors and Director of OHCE every two years or at the discretion of the City Council.

Dallas Public Facility Corporation~~ (DPFC) – ~~

Amended February 25, 2026, by Resolution No. 26-255A

~~Created by the City of Dallas in 2020, the Dallas Public Facility Corporation (DPFC) is a Texas public facility corporation and public nonprofit corporation governed by the Public Facility Corporation Act, Chapter 303 of the Texas Local Government Code, as amended (the "Act"). The DPFC is organized exclusively for the purpose of assisting the City in financing, refinancing, or providing "public facilities," as defined by the Act. In general, the DPFC seeks to develop and preserve mixed-income workforce housing communities to serve residents earning at or below 80% of the area median income (AMI) as well as provide non-income restricted units. The DPFC is authorized to finance the acquisition of obligations issued or incurred in accordance with existing law, to provide for the acquisition, construction, rehabilitation, renovation, repair, equipping, furnishing, and placement in service of public facilities as allowed by the City and pursuant to the Act.~~

About Dallas Public Facility Corporation

The City of Dallas Public Facility Corporation (DPFC) was created by the City of Dallas in 2020, in accordance with Chapter 303 of the Texas Local Government Code under the Public Facility Corporation Act (Act). Under the Act, the purpose of the DPFC is organized exclusively for the purpose of assisting the City in financing, refinancing, or providing "public facilities" as defined by the Act. To fulfill this purpose, the DPFC can develop and preserve mixed-income workforce housing communities to serve residents earning at or below 80% of the area median income (AMI) as well as provide non-income restricted units.

DPFC is fundamentally tasked with leveraging future ad valorem tax revenue to accomplish the public good of creating income restricted and market rate housing units. As such, the Corporation's incentive is to partner where tax revenue is not currently maximized.

Partnerships

The DPFC can partner with affordable housing developers to produce affordable rental housing. Partnership structure includes:

- The DPFC can acquire an ownership stake in the development by creating a special purpose entity which may serve as the general partner (GP) of a limited partnership or similar partnership entity with a private developer that owns and controls the land and has a right of refusal to purchase the improvements;
- Operate as the Ground Lessor, owning the land on which the development is located and receiving fees for the ground lease from the developer; and/or

- The DPFC can act as general contractor by entering into a construction contract (and subcontract) or joint-venture agreement for the construction of the affordable housing development or to allow for sales tax exemption on construction materials.

If the application criteria are met and approved by City Council, then the development can benefit from sales and property tax exemption.

Policies and Procedures

DPFC must have written policies and procedures that outline division of duties, application criteria, fair, equitable, transparent procurement procedures, board terms and assignment and methods to adjust any and all policy or procedure stated.

City Staff Representation on the Board

Director of Office of Housing and Community Empowerment (OHCE) or successor office/department or designee will have a seat on the Board of Directors as a non-voting ex-officio board member, to attend all Board meetings, including executive or closed sessions. The ex-officio member will not attend executive sessions involving corporate decisions for staffing and related matters.

Staffing

DPFC staff responsibilities include:

- General administration,
- Developer communication,
- Notifying Housing staff of new applications received on a monthly basis,
- Project management,
- Project monitoring,
- Quarterly reporting,
- Annual education for developers,
- Attend and be the primary speaker at all Housing and Homelessness Solutions Committee (or others as needed or named) and City Council meetings when board-related agenda items are under consideration.

OHCE staff responsibilities include:

- Review of projects for compliance with and advancement of city policies,
- Long-term affordability monitoring,
- Perform administrative functions for items to be placed on committee or council agendas,
- Communication with the corporation staff on items for reviews, meetings with Councilmembers, questions on projects, reports and all other pertinent information.

Applications

Applications for partnership agreements shall:

- Be submitted in writing to DPFC so that the transaction can be discussed and reviewed, and

- Prioritize new construction projects that have been designated for prioritization by City Council and confirmed by OHCE staff such as:
    - Mixed-income workforce housing in racially or ethnically concentrated areas of poverty (R/ECAP) or areas with poverty rates greater than 20% to assist with eliminating concentration of poverty.
    - Mixed-income affordable housing in census tracts with higher-than-average appraised value of residential real estate as compared to city-wide values, or in a designated high opportunity area with poverty rates below 20%.

DPFC projects that are not new construction, and don't involve a current income restricted property, will require a 2/3 approval vote of council members. These projects could be a:

- Conversion from an underutilized use to housing;
- Renovation of existing housing to provide or preserve affordability;
- Development that will address slum and blight, urban nuisance, environmental contamination or environmental nuisance, or other public benefit as determined by Council from time to time.

The City of Dallas will not support tax exemptions or other government approvals for residential development projects located within city limits that are sponsored, owned, or operated by Public Facility Corporations (PFCs) formed by entities outside of the Dallas Public Facility Corporation (DPFC).

In alignment with House Bill 2071 (88th Legislature), which reformed Chapter 303 of the Local Government Code governing PFC operations, and to ensure local accountability, transparency, and alignment with city housing priorities, PFC-sponsored developments must be structured through the DPFC or an entity directly affiliated with the City of Dallas if such entity is subject to an interlocal agreement or other binding agreement.

Applications could be denied if:

- Applicants have open projects underway, and projects are stalled or delayed,
- Applicants are in breach or default of any agreement with the City of Dallas,
- Project does not align with any term of the program statement, statute, City of Dallas program or regulation.

DPFC will track and report on the DPFC portfolio of projects' total tax-exempt value with each project briefed to Housing and Homelessness Solutions Committee and for City Council consideration. DPFC will also track and report on the DPFC portfolio of projects' total tax-exempt value annually.

DPFC will include a Public Benefit Analysis (PBA) with each project briefed to Housing Committee and for City Council consideration. The PBA should be at least 60% of the estimated property taxes. If the percentage is below 60% a rationale shall be included that addresses the following:

- How the project will link housing to economic job opportunities;
- How the project will address older or ageing housing stock in the area;
- How the project will align services intended to support the residents or general community need.

Community Input

Development projects may have engaged the community throughout the process for zoning, permitting, general community support or other reasons. The board member appointed by the City Council member, the Board Chair, or the DHFC General Manager will alert the council member of all projects located within the district so that the Council Member can determine if further community engagement is needed.

Relocation Policy

For developments that are occupied by existing tenants and that are not otherwise subject to the Uniform Relocation Act (URA), the development proposal must include a DPFC approved relocation plan that: (1) Minimizes permanent displacement from the Development. In the event of permanent displacement, Applicants will be required to provide compensation to affected tenants that is otherwise in alignment with URA requirements; (2) Must provide reasonable notice to affected tenants prior to any temporary relocation and covers all reasonable out of pocket costs incurred by tenants as a result of moving from one unit to another within the Development or temporarily vacating their units to allow rehabilitation work to proceed; and (3) Proposer must meet all applicable state, federal, or local laws relating to displacement of tenants.

New Construction

DPFC is fundamentally tasked with leveraging future ad valorem tax revenue to accomplish the public good of creating income restricted and market rate housing units. All new construction must adhere to the City of Dallas minimum building standards.

Minimum Rehabilitation Requirements

For rehabilitation projects, the proposed scope of work must be informed by a capital needs assessment (CNA), prepared by a qualified third-party professional that is independent from the Development's architect or engineer, builder/general contractor, or other member of the Development Team. The Corporation will review the CNA and conduct a site visit. The CNA must demonstrate to the Corporations satisfaction that the initial scope of work is sufficient to address all City code violations (whether formally cited or not) stated in the report. Further, the scope of work, combined with planned replacement reserve funding, must be determined sufficient to address all projected repairs or replacements of the following items throughout the entire term of the Development's affordability period:

- All major systems including roof, foundation, electrical, HVAC, and plumbing,
- Interior and exterior windows and doors,
- The interiors of all units including the kitchen and bathroom and all major appliances,
- The exterior of the development, including balconies, walkways, railings, and

stairs,
- Communal facilities such as community rooms, fitness centers, business centers, etc.,
- Security features including gates and security cameras, and
- Accessibility.

City Goals and Initiatives

Prior to consideration by the Housing and Homelessness Solutions (HHS) Committee or Council, OHCE staff will:

- Review DPFC projects for compliance with City plans or policies, needs identified as priorities, and affordability compliance,
- Determine if project is located in a Tax Increment Financing (TIF) district and if so, the TIF board needs to receive notice and TIF board will determine if project will be reviewed and approved by the TIF board of directors before being considered by HHS Committee or Council,
- Ensure that the Phase 1 Environmental Review was conducted on the project and was reviewed by the corporation to certify the review was cleared before presenting to committee and City Council.

While OHCE is tasked with project review in alignment with city policies and initiatives, The Office of Economic Development (ECO) has been tasked with development project review for funding and city incentives. If additional City incentives are requested in conjunction with DPFC tax exemptions, then a second fiscal underwrite will be conducted by ECO for subsidy layering review before any commitments are authorized.

Monitoring

Long-term affordability monitoring will be conducted by OHCE staff, while project monitoring is conducted by corporation staff.

Reporting

DPFC staff will provide:

- Quarterly reports for the entity and each project in a form satisfactory to the OHCE Director, including financial information, use of revenue, property occupancy, crime statistics, project pipeline, and other information requested by the Director from time to time,
- Financial audits that must be completed and submitted to OHCE or successor office/department no later than December 1st.
- Annually, the Board of Directors will present the corporation's financial status, assets, use of revenue and activities to the Housing and Homelessness Solutions Committee, as dictated in the statute.

Revenue

DPFC will limit uses of revenue to opportunities as defined by the Board of Directors with consultation from OHCE Director as ex-officio member to align with City housing needs. The use of revenue will be briefed to Housing and Homelessness Solution Committee yearly.

A quarterly cumulative and annual report will be submitted to OHCE that details uses of revenue with an administrative breakdown. When City resources are utilized for administration for agenda items, compliance and monitoring or other services requested by the corporations, the corporations will reimburse the City for those costs.

Uses of revenue will be in accordance with state statutes and can be but are not limited to:

- Corporate and City Administration,
- Development activities such as but are not limited to; acquisition, construction, rehabilitation (multifamily), City services and infrastructure for contributions to housing,
- Projects that have been approved seeking gap financing for the project, DPFC will prioritize using revenue to support the development,
- Funding for developers incentives directly through the City of Dallas,
- Funds may be made available to the Dallas Housing Opportunity Fund or any other funding provider to administer on behalf of the DPFC and/or city.
- OHCE and the Board will collaborate on uses of funds that will be presented to the Housing and Homelessness Solutions Committee yearly.

Policies within the program statement will be reviewed by the DPFC Board of Directors and Director of OHCE every two years or at the discretion of the City Council.

Dallas Homebuyer Assistance Program

Added/amended June 26, 2019 by Resolution No. 19-1041
Amended October 13, 2021 by Resolution No. 21-1656
Amended February 22, 2023 by Resolution No. 23-0278

Provides homeownership opportunities to low- and moderate-income homebuyers (defined as ~~"~~Applicant~~"~~ for this program) through the provision of financial assistance when purchasing a home, in accordance with federal, state and local laws and regulations.

Eligibility

~~Applicant~~Applicant(s) must meet the following criteria:

- Property must be located in the city limits of Dallas.
- Household projected annual income must not exceed 80% of Area Median Income (AMI), but if the funding source allows, annual income may be increased to an amount not to exceed 120% of the AMI~~rea Median Income~~, adjusted for household size, at the time of application to the program. Income eligibility shall be determined at the time of the application. ~~Applicant~~Applicant(s) household's income eligibility is only valid for six months from the date of the last application.
- ~~Applicant~~Applicant(s) must have acceptable credit. High cost or sub-prime loans, adjustable-rate mortgages, interest only loans are not allowed.
- ~~Applicant~~Applicant(s) must demonstrate that ~~Applicant~~Applicant(s) has at least two months of cash available and equal to ~~Applicant~~Applicant(s)'s projected monthly mortgage payment, including principal, interest, taxes, insurance, and any associated fees.
- ~~Applicant~~Applicant(s) must meet the citizenship and/or immigration status guidelines set forth by the Department of Housing and Urban Development (HUD).
- City Council members, ~~Department of Housing & Community Development~~ Office of Housing and Community Empowerment employees and any employee, official or agent of the City who exercises any policy or program decision-making function in connection with this program are ineligible for assistance under this program. This policy extends for a period of twelve months beyond an individual's disassociation with the City in such a capacity.
- When HOME funds are provided, the Conflict of Interest provisions at 24 CFR 92.356 shall be observed.
- Property to be purchased must be for the primary residence of ~~Applicant~~Applicant(s). ~~Applicant~~Applicant(s) must certify that the home is not for sale and will be the primary residence of ~~Applicant~~Applicant(s).
- ~~Applicant~~Applicant(s) must attend an eight~~8~~-hour homeownership education class from a HUD-certified counseling agency within 12 months of application for assistance.
- ~~Applicant~~Applicant(s) must make a minimum initial cash investment of $1,000 toward purchase of home.
- The property must meet federal and local requirements, including but not limited to Minimum Housing Standards, Environmental Review, and international residential code.

Eligible Properties

The property can be privately or publicly owned prior to sale to the ~~Applicant~~Applicant(s). The property must be within the Dallas, Texas city limits and meet City building codes, lead based paint requirements, and environmental standards at the time of initial occupancy. All liens must be paid off at or before closing.

The property must contain adequate living and sleeping space for the ~~Applicant~~Applicant(s) household as verified by the property appraisal, site visit, and/or Dallas Appraisal District Data.

The property can be an existing property, or it may be newly constructed. The property can be:

- Single-family property (one unit); or
- Condominium or cooperative unit

An appraisal is required and may be provided by the first mortgage lender or ~~Applicant~~Applicant(s). The initial purchase price of an assisted property to be acquired for this activity cannot exceed the HOME Value Limit for Dallas. This limit is updated annually. The sale price of an assisted property may not exceed the "Appraised Value".

Affordability Periods

The residence must remain affordable for a certain period of time, which is dependent on the amount of funds invested. The City's recapture provisions will apply.

ount of Funds	Required Affordability
Less than $2~~1~~5,000	5 Years
$2~~1~~5,000 to $5~~4~~0,000	10 Years
Over $5~~4~~0,000	15 Years

Eligible Expenses

Eligible expenses may include ~~principle~~principal reduction, down payment and closing cost assistance. If the house is sold before the required affordability period has elapsed, the assistance funds must be recaptured on a pro-rated basis.

Terms of Assistance

- The assistance for the Dallas Homebuyer Assistance Program will be offered in the form of a deferred, forgivable loan, which shall be forgivable annually based on the affordability period, subject to the terms of the contract.
- In the event of any of the following occurring prior to the completion of the affordability period the balance is payable immediately on a pro-rated basis.
  (1) The sale, conveyance, transfer, lease, rental, hypothecation of the security, or any part thereof, or any interest therein, or divestment of title or any interest therein in any manner or way, whether voluntarily or involuntarily, without the prior written consent of the City being first had and obtained; or
  (2) Failure to adhere to the provisions of the contract; or
  (3) Failure to adhere to the provisions under the City's deed restrictions, deed of trust and/or the note, or any other lien encumbering the property.

- ~~Applicant~~Applicant(s) must certify annually that the home is not for sale and is the primary residence of the ~~Applicant~~Applicant(s) until the affordability period ends.
- If there is an underlying development agreement associated with the property, additional requirements may apply. Such determination is made by the City.

Credit and Underwriting Standards

Following are the credit and underwriting standards for ~~Applicant~~Applicant(s):

- No Chapter 7 or Chapter 13 bankruptcy if primary or any mortgage is included as a secured creditor on the subject property for which the City will place a lien securing the loan.
- Predatory lending describes lending practices that take advantage of clients by charging usurious interest rates or excessive fees and penalties. Loans will not be made with an interest rate more than 2% above the prevailing market rate.
- The maximum assistance available for an ~~Applicant~~Applicant(s) in a High Opportunity Area (of the MVA) is $60,000. In all other areas, the maximum assistance will be $50,000 per household. Not all ~~Applicant~~Applicant(s)s will qualify for the maximum assistance. The assistance available to any given ~~Applicant~~Applicant(s) is based on the City's assessment of the ~~Applicant~~Applicant(s)'s need, taking into account the additional criteria outlined below.
- First mortgage amount must have a front-end ratio no higher than 35%
- First mortgage amount must have a back-end ratio no higher than 45%

Heirs

A loan may be transferred to the heir(s) of the borrower if the heir(s) are income qualified and utilize the assisted property as their primary residence for the remainder of the affordability period. If the heir(s) do not meet the income requirements of the program and the loan or does not utilize the property as their primary residence, and the loan is still within the period of affordability, then the prorated loan amount is due immediately and payable, in full, to the City.

Refinancing

Refinancing for better rate and term is permitted upon prior approval of the City. Refinancing of revolving loan accounts, vehicles, credit card debt, or property taxes are NOT allowable refinancing expenses. Cash out are also NOT allowed.

Administration

The City of Dallas ~~Department~~Office of Housing and Community Empowerment staff or their designees, consultants, contractors, subrecipients, or other third-party organizations outsourced and procured by the City, as permitted by applicable laws and regulations, may administer all or parts of the DHAP Targeted Homebuyer Incentive Program and shall have experience relevant to the program services and must follow all funding source protocols. Administration services may include direct delivery, application evaluation, procedures for eligibility review, income determination, underwriting, lender recruitment and qualification, trainings, education events, inspection, disbursement of program funds and processing of notices of completion, and other duties as established in the program guidelines, procurement method and/or the policies and procedures.

Dallas Homebuyers Assistance Program Targeted Homebuyer Incentive Program

The Dallas Homebuyers Assistance Program (DHAP) Targeted Homebuyer Incentive Program ~~is program~~ offers financial assistance for those in educational instruction and library occupations; healthcare practitioners and technical occupations; healthcare support occupations; and protective service occupations, including but not limited to fire fighters and police officers, who purchase a property in the City of Dallas. ~~Applicant~~Applicant(s) with an income up to 120% Area Median Income (AMI) who qualify for this program may receive down payment assistance funds up to $50,000. ~~Applicant~~Applicant(s) who receive assistance using federal funds are subject to the rules of ~~the “Dallas Homebuyer Assistance Program~~DHAP~~”~~ (see above DHAP).

Eligibility

Applicant(s) must meet the following criteria:

- Property must be located in the city limits of Dallas.
- Household projected annual income must not exceed 120% of the Area Median Income, adjusted for household size, at the time of application to the program. Income eligibility shall be determined at the time of the application. ~~Applicant~~Applicant(s) household~~'s~~ income eligibility is only valid for six months from the date of the last application.
- ~~Applicant~~Applicant(s) must have acceptable credit. High cost or sub-prime loans, ~~adjustable rate~~adjustable-rate mortgages, interest only loans are not allowed.
- ~~Applicant~~Applicant(s) must demonstrate that ~~Applicant~~Applicant(s) has at least two months of cash available and equal to Applicant’s projected monthly mortgage payment, including principal, interest, taxes, insurance, and any associated fees.
- ~~Applicant~~Applicant(s) must be U.S. Citizens or legal residents.
- City Council members, ~~Department of Housing & Community Development~~ Office of Housing and Community Empowerment employees and any employee, official or agent of the City who exercises any policy or program decision-making function in connection with this program are ineligible for assistance under this program. This policy extends for a period of 12 months beyond an individual’s disassociation with the City in such a capacity.
- Property to be purchased must be for the primary residence of ~~Applicant~~Applicant(s). ~~Applicant~~Applicant(s) must certify that the home is not for sale and will be the primary residence of ~~Applicant~~Applicant(s).
- ~~Applicant~~Applicant(s) must attend an eight~~8~~-hour homeownership education class from a HUD-certified counseling agency within 12 months of application for assistance.
- ~~Applicant~~Applicant(s) must make a minimum initial cash investment of $1,000 toward purchase of home.
- The property must meet federal and local requirements, including but not limited to Minimum Housing Standards and international residential code.

Eligible Properties

The property can be privately or publicly owned prior to sale to the ~~Applicant~~Applicant(s). The property must be within the Dallas, Texas city limits and meet City building codes, lead based paint requirements, and environmental standards at the time of initial occupancy. All liens must be paid off at or before closing.

The property must contain adequate living and sleeping space for the ~~Applicant~~Applicant(s) household as verified by the property appraisal, site visit, and/or Dallas Appraisal District Data.

The property can be an existing property, or it may be newly constructed. The property can be:

- Single-family property (one unit); or
- Condominium or cooperative unit

An appraisal is required and may be provided by the first mortgage lender or ~~Applicant~~Applicant(s). The sale price of an assisted property may not exceed the "Appraised Value".

Affordability Periods

The residence must remain affordable for a certain period of time, which is dependent on the amount of funds invested.

Amount of Funds	Required Affordability
$50,000 or less	5 Years

Eligible Expenses

Eligible expenses may include ~~principle~~principal reduction, down payment, and closing cost assistance. If the property is sold before the required affordability period has elapsed, the assistance funds must be recaptured on a pro-rated basis.

Terms of Assistance

- The assistance for the DHAP Targeted Homebuyer Incentive Program will be offered in the form of a deferred, forgivable loan, which shall be forgivable annually based on the affordability period, subject to the terms of the contract. In the event of any of the following occurring prior to the completion of the affordability period the balance is payable immediately on a pro-rated basis.
  - The sale, conveyance, transfer, lease, rental, hypothecation of the security, or any part thereof, or any interest therein, or divestment of title or any interest therein in any manner or way, whether voluntarily or involuntarily, without the prior written consent of the City being first had and obtained; or
  - Failure to adhere to the provisions of the contract; or
  - Failure to adhere to the provisions under the City's deed restrictions, deed of trust and/or the note, or any other lien encumbering the property.
- ~~Applicant~~Applicant(s) must certify annually that the home is not for sale and is the primary residence of the ~~Applicant~~Applicant(s) until the affordability period ends.

- If there is an underlying development agreement associated with the property, additional requirements may apply. Such determination is made by the City.

Credit Underwriting Standards

Following are the credit and underwriting standards for ~~Applicant~~Applicant(s):

- No Chapter 7 or Chapter 13 bankruptcy if primary or any mortgage is included as a secured creditor on the subject property for which the City will place a lien securing the loan.
- Predatory lending describes lending practices that take advantage of clients by charging usurious interest rates or excessive fees and penalties. Loans will not be made with an interest rate more than 2% above the prevailing market rate.
- The maximum assistance available for an ~~Applicant~~Applicant(s) will be $50,000 per household. Not all ~~Applicant~~Applicant(s) will qualify for the maximum assistance. The assistance available to any given ~~Applicant~~Applicant(s) is based on the City's assessment of the Applicant's need, taking into account the additional criteria outlined below.
- First mortgage amount must have a front-end ratio of up to 35%
- First mortgage amount must have a back-end ratio no higher than 45%

Heirs

A loan may be transferred to the heir(s) of the borrower if the heir(s) are income qualified and utilize the assisted property as their primary residence for the remainder of the affordability period. If the heir(s) do not meet the income requirements of the program and the loan or does not utilize the property as their primary residence, and the loan is still within the period of affordability, then the prorated loan amount is due immediately and payable, in full, to the City.

Refinancing

Refinancing for better rate and term is permitted upon prior approval of the City. Refinancing of revolving loan accounts, vehicles, credit card debt, or property taxes are NOT allowable refinancing expenses. Cash out are also NOT allowed.

Administration

The City of Dallas ~~Department~~Office of Housing and Community Empowerment staff or their designees, consultants, contractors, subrecipients, or other third-party organizations outsourced and procured by the City, as permitted by applicable laws and regulations, may administer all or parts of the DHAP Targeted Homebuyer Incentive Program and shall have experience relevant to the program services and must follow all funding source protocols. Administration services may include direct delivery, application evaluation, procedures for eligibility review, income determination, underwriting, lender recruitment and qualification, trainings, education events, inspection, disbursement of program funds and processing of notices of completion, and other duties as established in the program guidelines, procurement method and/or the policies and procedures.

Anti-Displacement Assistance Program

The Anti-Displacement Assistance Program (ADAP) is designed to assist low- and moderate-income homebuyers with homeownership opportunities through the provision of financial assistance when purchasing a home in the city limits of Dallas. The program will help eligible residents living in Dallas who are facing rising rental costs, rising home prices and increasing mortgage interest rates by providing an opportunity for them to continue to reside in the city limits. This program is for homebuyers with a Dallas residency of ten~~10~~ years or more, living in Dallas as a current resident, with an income between 50-120% of Area Median Income (AMI). Eligible ~~applicant~~applicant(s) may receive down payment assistance funds based on need up to $50,000.00 per household.

Eligibility

~~Applicant~~Applicant(s) must meet the following criteria:

- Property must be located in the city limits of Dallas.
- ~~Applicant~~Applicant(s) must be a resident living in the city limits of Dallas at the time of application.
- ~~Applicant~~Applicant(s) must have at least ten cumulative years of Dallas residency.
- Household projected annual income must be between 50-120% of AMI~~Area Median Income~~, but not to exceed 120% of the AMI, adjusted for household size, at the time of application to the program. Income eligibility shall be determined at the time of the application. ~~Applicant~~Applicant(s) household~~'s~~ income eligibility is only valid for six months from the date of the last application.
- ~~Applicant~~Applicant(s) must have acceptable credit. High cost or sub-prime loans, adjustable-rate mortgages, interest only loans are not allowed.
- ~~Applicant~~Applicant(s) must demonstrate that ~~Applicant~~Applicant(s) has at least two months of cash available and equal to Applicant's projected monthly mortgage payment, including principal, interest, taxes, insurance, and any associated fees.
- ~~Applicant~~Applicant(s) must meet the citizenship and/or immigration status guidelines set forth by the Department of Housing and Urban Development (HUD).
- City Council members, ~~Department of Housing & Community Development~~ Office of Housing and Community Empowerment employees and any employee, official or agent of the City who exercises any policy or program decision- making function in connection with this program are ineligible for assistance under this program. This policy extends for a period of 12 months beyond an individual's disassociation with the City in such a capacity.
- Property to be purchased must be for the primary residence of ~~Applicant~~Applicant(s). ~~Applicant~~Applicant(s) must certify that the home is not for sale and will be the primary residence of ~~Applicant~~Applicant(s).
- ~~Applicant~~Applicant(s) must attend an eight~~8~~-hour homeownership education class from a HUD-certified counseling agency within 12 months of application for assistance.
- ~~Applicant~~Applicant(s) must make a minimum initial cash investment of $1,000 toward purchase of home.
- The property must meet federal and local requirements, including but not limited to Minimum Housing Standards and international residential code.

Eligible Properties

The property can be privately or publicly owned prior to sale to the

~~Applicant~~Applicant(s). The property must be within the Dallas, Texas city limits and meet the City's minimum housing standards and lead based paint requirements at the time of initial occupancy. All liens must be paid off at or before closing.

The property must contain adequate living and sleeping space for the ~~Applicant~~Applicant(s) household as verified by the property appraisal, site visit, and/or Dallas Appraisal District Data.

The property can be an existing property, or it may be newly constructed. The property can be:

- Single-family property (one unit); or
- Condominium or cooperative unit

The sales price will be based on qualifying income and credit as determined by the mortgage lender.

Affordability Periods

The residence must remain affordable for a certain period of time, which is dependent on the amount of funds invested. The City's recapture provisions will apply.

Amount of Funds	Required Affordability
$50,000 or less	5 Years

Eligible Expenses

Eligible expenses may include down payment, closing cost assistance and principal reduction. If the house is sold before the required affordability period has elapsed, the assistance funds must be recaptured on a pro-rated basis.

Terms of Assistance

- The assistance for the DHAP Anti-Displacement Assistance Program (ADAP) will be offered in the form of a deferred, forgivable loan, which shall be forgivable annually based on the affordability period, subject to the terms of the contract.
- In the event of any of the following occurring prior to the completion of the affordability period the balance is payable immediately on a pro-rated basis.
- The sale, conveyance, transfer, lease, rental, hypothecation of the security, or any part thereof, or any interest therein, or divestment of title or any interest therein in any manner or way, whether voluntarily or involuntarily, without the prior written consent of the City being first had and obtained; or
- Failure to adhere to the provisions of the contract; or
- Failure to adhere to the provisions under the City's deed restrictions, deed of trust and/or the note, or any other lien encumbering the property.
- ~~Applicant~~Applicant(s) must certify annually that the home is not for sale and is the primary residence of the ~~Applicant~~Applicant(s) until the affordability period ends.
- If there is an underlying development agreement associated with the property, additional requirements may apply. Such determination is made by the City.

Credit and Underwriting Standards

Following are the credit and underwriting standards for ~~Applicant~~Applicant(s):

- No Chapter 7 or Chapter 13 bankruptcy if primary or any mortgage is included as a secured creditor on the subject property for which the City will place a lien securing the loan.
- Predatory lending describes lending practices that take advantage of clients by charging usurious interest rates or excessive fees and penalties. Loans will not be made with an interest rate more than 2% above the prevailing market rate.
- The maximum assistance available will be $50,000 per household. Not all ~~Applicant~~Applicant(s) will qualify for the maximum assistance. The assistance available to any given ~~Applicant~~Applicant(s) is based on the City's assessment of the Applicant's need, taking into account the additional criteria outlined below.
- First mortgage amount must have a front-end ratio no higher than 35%
- First mortgage amount must have a back-end ratio no higher than 45%

Heirs

A loan may be transferred to the heir(s) of the borrower if the heir(s) utilize the assisted property as their primary residence for the remainder of the affordability period. If the heir(s) do not utilize the property as their primary residence, and the loan is still within the period of affordability, then the prorated loan amount is due immediately and payable, in full, to the City.

Refinancing

Refinancing for better rate and term is permitted upon prior approval of the City. Refinancing of revolving loan accounts, vehicles, credit card debt, or property taxes are NOT allowable refinancing expenses. Cash out are also NOT allowed.

Administration

The City of Dallas ~~Department~~Office of Housing and Community Empowerment staff or their designees, consultants, contractors, subrecipients, or other third-party organizations outsourced and procured by the City, as permitted by applicable laws and regulations, may administer all or parts of the DHAP Targeted Homebuyer Incentive Program and shall have experience relevant to the program services and must follow all funding source protocols. Administration services may include direct delivery, application evaluation, procedures for eligibility review, income determination, underwriting, lender recruitment and qualification, trainings, education events, inspection, disbursement of program funds and processing of notices of completion, and other duties as established in the program guidelines, procurement method and/or the policies and procedures.

Housing Tax Credits Program ~~–~~

~~(Amended June 12, 2019)~~Amended February 25, 2026 by Resolution No. 26-

The City of Dallas ("City") has developed the following policy to outline its approach regarding requests from developers of projects seeking Housing Tax Credits ("HTC") from the Texas Department of Housing and Community Affairs ("TDHCA") for Resolutions of No Objection (sometimes referred to as "No Objection") or Resolutions of Support (sometimes referred to as "Support") from the City.

Background on Housing Tax Credits in Texas

In 1986, Congress, through the Tax Reform Act, enacted Section 42 of the Internal Revenue Code ("Section 42"). Section 42 created Low Income Housing Tax Credits (LIHTC) that may be awarded to owners of multi-family rental housing that meet certain income and rent restrictions and other program requirements. At the Federal level, the HTC program has very few requirements but does require that states designate an agency to administer the HTC program and develop a Qualified Allocation Plan ("QAP") outlining how HTC will be allocated and administered. For Texas, the Texas Department of Housing and Community Affairs has been designated as that agency, and the QAP is updated annually. Before applying to the City of Dallas for Resolutions of No Objection or Resolutions of Support, developers should review the current version of the State of Texas Qualified Allocation Plan to confirm eligibility and program requirements. Additionally, definitions and general program requirements should be sourced directly from the State of Texas Qualified Allocation Plan.

There are two forms of the HTC: 9% HTC and 4% HTC.

9% LIHTC

9% HTC are considered "competitive." ~~Applicant(s)~~Under the 9% HTC, an ~~Applicant~~Applicant(s) may receive points for local government support. To receive points, the application must include a Resolution of Support or No Objection from the governing body of the municipality in which the proposed development site is to be located.

The State receives a per capita allocation of HTC to award each year, and applications are scored competitively and are awarded by TDHCA only once per year.

4% LIHTC

4% HTC are considered to be "non-competitive" and are not competitively scored. The ~~Applicant~~Applicant(s) must obtain a Resolution of No Objection (RONO) from the governing body of the municipality in which the proposed development site is to be located. This is a threshold requirement for 4% credit awards. Applications that do not include a Resolution of No Objection cannot proceed with the developer application process to TDHCA.

4% HTC, are "automatically" awarded to projects using eligible tax-exempt debt. TDHCA awards 4% HTC to Developments multiple times throughout the year.

Local Involvement

Overview

This HTC policy seeks to support the broad goals of the Dallas Housing Resource Catalog (DHRC), and do the following:

- Create and maintain affordable housing throughout Dallas,
- Promote greater fair housing choices, and
- Overcome patterns of segregation and concentrations of poverty through incentives and requirements.

The City's decision to provide a Resolution of No Objection or Support can be a determining factor in whether a proposed development receives an allocation of HTC from TDHCA. Unlike other City programs that directly invest in specific projects or provide direct incentives, such as fee waivers or tax abatements, the resolutions are an indirect way for the City to support the proposed development. City issued Resolutions of No Objection or Support do not constitute an allocation of tax credits but is a step of the process a developer must navigate as part of their application to TDHCA. Given the substantial need for affordable housing across the City and that TDHCA administers the process for awarding HTC, the City has an interest in broadly supporting quality and responsible HTC proposals across the City.

Applications

Developers seeking a Resolution of Support or No Objection must submit a complete application to the City of Dallas by the published deadline. Applications must include all required forms and supporting documentation, including the City's application form, the Fair Housing Review Checklist, and environmental compliance materials. Incomplete applications will not be considered. Developers are responsible for ensuring that all information provided is accurate and that the proposed development aligns with the City's housing priorities and fair housing obligations.

City staff will review all applications for completeness and compliance against City policies, perform administrative functions for items to be placed on Committee or Council agendas, and communicate with developers and Councilmembers, to answer questions on Developments, and compile all other pertinent information.

Calendar

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Review & Recommendation Process

For both 9% and 4% HTC applications, City staff will recommend a Resolution of No Objection or Support to City Council if City staff has determined, in its sole discretion, that the requirements, as outlined below, have been met. All applicable waivers or acknowledgements of housing de-concentration factors pursuant to the QAP must be approved by City Council.

9% and 4% HTC Applications Requirements

All ~~Applicant~~Applicant(s) must submit a complete application with all required supporting documentation to the City. The HTC Request for Applications Guidebook will be updated by the OHCE Director in his/her sole discretion by October 1st in advance of each Fiscal Year and will include detailed application requirements, scoring criteria, and the checklist for ~~Applicant~~Applicant(s). The Request for Applications Guidebook can be found on the City of Dallas OHCE webpage. General application requirements include:

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- The Development must meet TDHCA underwriting standards.
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- The ~~Applicant~~Applicant(s) must have site control (e.g. purchase option, deed).
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- Before submitting an application, the Applicant(s) is required to provide written notice to the Dallas City Councilmember representing the district in which the proposed Development is located, indicating their intent to apply. In line with the City's Code of Ethics, upon submission of the application, all communication, including oral, written, and/or electronic communication between the Applicant(s) and the Councilmember, whether direct or indirect (through a representative, employee, or agent), regarding the application must cease.

~~Applicant(s)Applicant(s)Applicant(s)Applicant(s)Applicant(s)~~

Developments will require a vote of approval from 2/3 ~~vote~~ of ~~present~~the City Council members for Resolutions of Support or Resolutions of No Objection if the Developments are in:

- Racially/Ethnically Concentrated Areas of Poverty (RECAP),
- Census Tracts with poverty rates at or above 40%, and/or
- Census Tracts that have more than 20% Housing Tax Credit Units per total households.

9% HTC Additional Application Requirements

To be recommended to City Council for a Resolution of Support and a $500.00 funding commitment from the City of Dallas, the Development must score at least 50 points using the scoring system in the Request for Application (RFA) guidelines for the current Fiscal Year, and meet the following conditions:

- Developments located in areas with a poverty rate of 20% or higher must be a: redevelopment of an existing low-income property, Development that will address slum and blight, urban nuisance, environmental contamination or environmental nuisance, or be located within or adjacent to census tracts with rapidly decreasing poverty level or rapid increases in appraised value of residential real estate.
- Onsite services provided must directly benefit the intended target population. Onsite resident supportive services must exceed TDHCA minimum requirements for the given year.
- Developments must receive a neutral or positive fair housing rating as determined by the City.

4% HTC Additional Application Requirements

To be recommended to City Council for a Resolution of No Objection, the Development must meet the following conditions:

- Developments located in areas with a poverty rate of 20% or higher must be a: redevelopment of an existing low-income property, Development that will address slum and blight, urban nuisance, environmental contamination or environmental nuisance, or be located within or adjacent to census tracts with rapidly decreasing poverty level or rapid increases in appraised value of residential real estate.
- Developments must receive a neutral or positive fair housing rating as determined by the City.

~~There are two forms of the HTC: 9% HTC and 4% HTC.~~

~~9% HTC are considered to be "competitive." The State receives a per capita allocation of HTC to award each year, and applications are scored and are awarded by TDHCA only once per year. 4% HTC, on the other hand, are "automatically" awarded to projects using eligible tax-exempt debt. As a result, 4% HTC are considered to be "non-competitive" since applications are not competitively scored and are awarded by TDHCA multiple times throughout the year.~~

~~Under the 9% HTC, a Proposer may receive points for local government support. To receive points, the application must include a Resolution of Support or No Objection from the governing body of the municipality in which the proposed development site is to be located.~~

~~Although 4% HTC applications are not competitively scored, the Proposer must obtain a Resolution of No Objection from the governing body of the municipality in which the proposed development site is to be located. This is a threshold requirement for 4% credit awards. Applications that do not include a Resolution of No Objection cannot proceed.~~

~~Overview~~

~~This HTC policy seeks support the broad goals of the following:~~

- ~~Create and maintain affordable housing throughout Dallas,~~
- ~~Promote greater fair housing choices, and~~
- ~~Overcome patterns of segregation and concentrations of poverty through incentives and requirements.~~

~~The decision to provide a Resolution of No Objection or Support must be aligned with these goals. Unlike other City programs that directly invest in specific projects or provide direct incentives, such as fee waivers or tax abatements, the resolutions are an indirect way for the City to support the proposed development. Because of the points allocation for a Resolution of No Objection or Support for 9% HTC and the threshold requirement of a Resolution of No Objection for 4% HTC, the City's position regarding a proposed development can greatly affect whether the proposed development is awarded HTC by TDHCA.~~

~~Given the substantial need for affordable housing across the City and that TDHCA administers the process for awarding HTC, the City has an interest in broadly supporting quality and responsible HTC proposals across the City. As such, the City will be supportive of maximizing production using HTC.~~

~~Definitions:~~

- ~~Affordability Period has the same meaning as the term is defined in the Qualified Allocation Plan, as amended.~~
- ~~Development has the same meaning as the term is defined in the Qualified Allocation Plan, as amended.~~
- ~~Development Site has the same meaning as the term is defined in the Qualified Allocation Plan, as amended.~~
- ~~Historically Underutilized Business has the same meaning as the term is defined in the Qualified Allocation Plan, as amended.~~
- ~~Market Analysis has the same meaning as the term is defined in the Qualified Allocation Plan, as amended.~~

- ~~Market Rate Housing Units means units for which the rent may by adjusted by the Owner, as defined in the Qualified Allocation Plan, as amended, subject only to the terms of the lease. Housing units are not considered Market Rate Housing Units if the rent that may be charged and/or the tenant(s) who may occupy the units are limited by a: (1) a Land Use Restrictive Agreement (LURA) or other restrictive covenants, or (2) any other contractual agreement.~~
- ~~Plan and Cost Review means an analysis, usually conducted by a third-party consultant on behalf of a lender prior to approval of a construction loan or of construction-related information and documents that is intended to evaluate whether costs are appropriate, the construction plan is well-designed and there are appropriate allowances for contingencies.~~
- ~~Proposer means the Proposer, Developer, Development Owner, Development Team, and Owner as those terms are defined in the Qualified Allocation Plan, as amended.~~
- ~~Qualified Non-Profit Organization has the same meaning as the term is defined in the Qualified Allocation Plan, as amended.~~
- ~~Registered Neighborhood Organizations means an organization that has registered with and provided its boundaries to the City of Dallas Department of Planning and Urban Design.~~

~~Calendar~~

~~Proposers may submit a proposal in response to this policy regarding HTC at any time during the year. However, City staff will only review applications and schedule proposals for City Council consideration four times per year. This calendar will be updated and published annually to align with the TDHCA timeline by the City Manager or his/her designee.~~

~~Review & Recommendation Process~~

- ~~City staff will review all applications. For both 4% and 9% HTC applications, City staff will recommend a Resolution of No Objection to City Council if City staff has determined, in its sole discretion, that the threshold requirements, as outlined below, have been met.~~
- ~~For 9% HTC applications that have met the threshold requirements, as outlined below, and address Priority Housing Needs Developments, as described below, City staff may designate these applications as "Priority Housing Needs Developments" and will recommend a Resolution of Support and a $500.00 funding commitment to City Council if City staff has determined, in its sole discretion, that the threshold requirements and Priority Housing Needs Developments criteria have been met.~~
- ~~For 9% HTC applications that have met the threshold requirements, as outlined below, and obtain a minimum score of 50 points under the Scoring Factors for Other 9% HTC Applications section, and do not qualify as a "Priority Housing Needs Development", City staff will recommend a Resolution of Support and a $500.00 funding commitment to City Council if City staff determines, in its sole discretion, that the threshold requirements have been met and that the application has scored at least 50 points.~~

~~4% and 9% HTC Applications Threshold Requirements~~

~~Applicable to All Applications~~

- ~~Submission of a complete application to the City~~
- ~~The Proposer must have site control (e.g. purchase option)~~

- ~~If not currently zoned for the intended use, the Proposer must have completed a formal consultation with City Planning staff outlining the process and requirements for rezoning the site~~
- ~~The Development must meet TDHCA minimum site and development requirements. If undesirable site features exist, the Proposer must submit a mitigation plan that sufficiently mitigates undesirable site features and supports site eligibility pursuant to TDHCA standards~~
- ~~The Development must meet TDHCA underwriting standards~~
- ~~The Development must contribute to the City's obligations to affirmatively further fair housing~~
- ~~The Proposer must notify existing tenants living at the Development Site at least 45 days prior to submitting the proposal~~
- ~~For any Development that is occupied by existing tenants that is not otherwise subject to the Uniform Relocation Act (URA), the development proposal must include a City-approved relocation plan that:~~
    - ~~(1) Minimizes permanent displacement from the Development. In the event of permanent displacement, Proposers will be required to provide compensation to affected tenants that is otherwise in alignment with URA requirements;~~
    - ~~(2) Must provide reasonable notice to affected tenants prior to any temporary relocation and covers all reasonable out of pocket costs incurred by tenants as a result of moving from one unit to another within the Development or temporarily vacating their units to allow rehabilitation work to proceed; and~~
    - ~~(3) Proposer must meet all applicable state, federal, or local laws relating to displacement of tenants.~~
- ~~For any Development involving rehabilitation or adaptive reuse (i.e., conversion of space originally designed and built for other than residential purposes), the Proposer must submit a Plan and Cost Review for the Development including all supporting documentation that formed the basis of the review~~
- ~~For any Development located in a census tract with a poverty rate of 40% or higher, the Development must achieve a minimum score under Resident Services element of the scoring factors below of:~~
    - ~~(1) 17 points for elderly developments;~~
    - ~~(2) 23 points for family developments; or~~
    - ~~(3) 22 points for permanent supportive housing developments; and~~
- ~~The Proposer must be eligible pursuant to TDHCA standards and City standards:~~
    - ~~(1) A proposer is not eligible for any resolution if the Proposer i) is in debt to the City or delinquent in any payment owed to the City, in accordance with Dallas City Code Section 2-36, as amended; ii) is currently in litigation with the City, either as a defendant or plaintiff; or iii) within the last 10 years has been found liable of violating Chapter 20A (Fair Housing) or Chapter 46 (Human Rights and Sexual Orientation) of the Dallas City Code.~~

~~Developments Involving Rehabilitation of Existing Housing~~

- ~~The proposed scope of work must be informed by a capital needs assessment (CNA), prepared by a qualified third-party professional that is independent from the Development's architect or engineer, builder/general contractor, or other member of the Development Team. The City will review the CNA and conduct a site visit. The CNA must demonstrate to the City's satisfaction that the initial scope of work is sufficient to address all City code violations (whether formally cited or not). Further, the scope of work, combined with planned replacement reserve funding, must be determined sufficient to~~

~~address all projected repairs or replacements of the following items through the entire term of the Development's affordability period:~~

~~(1) All major systems including roof, foundation, electrical, HVAC, and plumbing;~~
~~(2) Interior and exterior windows and doors;~~
~~(3) The interiors of all units including the kitchen and bathroom and all major appliances;~~
~~(4) The exterior of the development, including balconies, walkways, railings, and stairs;~~
~~(5) Communal facilities such as community rooms, fitness centers, business centers, etc.; and~~
~~(6) Security features including gates and security cameras.~~
~~(7) Accessibility~~

~~Priority Housing Needs Developments (applicable to only 9% HTC Applications)~~

~~A 9% HTC application that meets any of the following criteria may be designated by City staff as a "Priority Housing Needs Development" and recommended for a Resolution of Support and \$500.00 funding commitment to City Council, if City staff has determined, in its sole discretion, that the threshold requirements and Priority Housing Needs Developments criteria have been met:~~

- ~~The development proposal has been selected within the past three years to receive City funding (including federal funds such as HOME, CDBG, etc. or local funding such as General Obligation Bond funding) under a competitive application process administered by the Department of Housing and Community Development and otherwise remains in compliance with all funding requirements;~~
- ~~The proposal includes participation by the Dallas Housing Finance Corporation or City of Dallas Public Facilities Corporation applicable to housing (if created). Such participation must include ownership of the underlying development site by the entity and/or stake in the ownership structure of the development;~~
- ~~The proposal involves the redevelopment of public housing owned by the Dallas Housing Authority under the Choice Neighborhoods, Rental Assistance Demonstration, HOPE VI, or other similar HUD programs that may be created;~~
- ~~The development proposal is located in a census tract with a poverty rate below 20%;~~
- ~~Developments with at least 50 units for which the Owner must enter into an MOU with the lead entity of the Continuum of Care by which the project will prioritize at least 20% of units for tenants referred from the Continuum of Care Housing Priority List.~~

~~Scoring Factors for Other 9% HTC Applications~~

~~For 9% HTC Applications that do not qualify as a Priority Housing Needs Development, the application must achieve a minimum score of 50 within this section,~~ **~~Scoring Factors for Other 9% HTC Applications,~~** ~~to be recommended by City staff for a Resolution of Support and \$500.00 funding commitment to City Council, if City staff has determined, in its sole discretion, that the threshold requirements have been met and the application scores a minimum of 50 points under this section.~~

~~Mixed-Income Projects (Maximum of 20 points)~~

~~Proposals including market rate units (i.e. those without income/rent restrictions) as follows:~~

~~Percentage of Market-Rate Units~~	~~Points~~
~~At least 5% but less than 10% market rate units~~	~~5~~
~~At least 10% but less than 15% market rate units~~	~~10~~

~~At least 15% but less than 20% market rate units~~	~~15~~
~~At least 20% market rate units~~	~~20~~

~~**Qualified Nonprofit or Historically Underutilized Business on Development Team (5 points)**~~

~~To receive these points, the development team must include a Qualified Nonprofit Organization or Historically Underutilized Business ("HUB") that has a controlling interest in the development. If ownership is a limited partnership, the Qualified Nonprofit Organization/HUB must be the Managing General Partner with greater than 50% ownership in the General Partner. If ownership is a limited liability company, the Qualified Nonprofit Organization/HUB must be the controlling Managing Member with greater than 50% ownership in the Managing member. Additionally, the Qualified Nonprofit Organization/HUB or its affiliate or subsidiary must be the developer or a codeveloper of the Development.~~

~~Proximity of Amenities to Development Site (Maximum of 25 points)~~

~~The following matrix shall be used in scoring the Development under this category:~~

~~Amenity~~	~~1/4 mile or less~~	~~>1/4 mile and < 1/2 Mile~~	~~1/2 mile and up to 1 mile~~
~~High Frequency Transit~~	~~5~~	~~3~~	~~1~~
~~Public Park~~	~~5~~	~~3~~	~~1~~
~~Full Scale Grocery Store~~	~~5~~	~~3~~	~~1~~
~~Community/Senior Center or Library~~	~~5~~	~~3~~	~~1~~
~~Licensed Day Care~~	~~5~~	~~3~~	~~1~~
~~Amenity~~	~~1/2 mile or less~~	~~>1/2 mile and < 1 mile~~	~~1 mile and up to 2 miles~~
~~Qualifying Medical Clinic or Hospital~~	~~5~~	~~2~~	~~1~~
~~Amenity~~	~~20 minutes or less~~	~~>20 min. and < 40 min.~~	~~More than 40 min.~~
~~Transit time to Major Employment Center~~	~~5~~	~~2~~	~~0~~

~~Resident Services (Maximum of 25 points)~~

~~Note: The list of potential resident services is derived from, but not identical to, the QAP, as amended. The services outlined in the table below are shorthand descriptions, but the City will use the same definitions and requirements for each service as outlined in the QAP, as amended. For purposes of this section, however, the City will use its own scoring criteria to award points. In some cases, the points available may vary from those awarded under the QAP, as amended. Additionally, the total points available are not capped in the City's scoring rubric in the same manner as they are for the QAP, as amended. City Manager or designee may amend the service descriptions categories and point allocations on an annual basis based on the annually updated QAP. The maximum points allocated to Resident Services will remain the same (25 points).~~

~~**Service Description**~~	~~**Reference within the 2019 QAP §11.101(b)(7)**~~	~~**Points for City Scoring**~~
~~Transportation Services~~		
~~Min. 3x/week shuttle to grocery/pharmacy or big-box retail; OR daily shuttle during school year to nearby schools not served by school bus system~~	~~(A)(i)~~	~~3.5~~
~~Monthly transportation to community/social events~~	~~(A)(ii)~~	~~1~~
~~Children Services~~		
~~High quality PreK program with dedicated space on-site~~	~~(B)(i)~~	~~4~~
~~Min. 12twelve hours/week organized on-site K-12twelve programming (e.g. tutoring, after school and summer care, etc.)~~	~~(B)(ii)~~	~~3.5~~
~~Adult Services~~		
~~Min. 4 hours/week organized onsite classes for adults (e.g. GED, ESL, financial literacy, etc.)~~	~~(C)(i)~~	~~3.5~~
~~Annual income tax preparation~~	~~(C)(ii)~~	~~1~~
~~Contracted career training and placement partnerships with local employers~~	~~(C)(iii)~~	~~2~~
~~Weekly substance abuse meetings at project site~~	~~(C)(iv)~~	~~1~~
~~Health Services~~		
~~Food pantry accessible to residents (on site or via on-request transportation)~~	~~(D)(i)~~	~~2~~
~~Annual health fair~~	~~(D)(ii)~~	~~1~~
~~Weekly exercise classes~~	~~(D)(iii)~~	~~2~~
~~Contracted on-site occupational or physical therapy for elderly or disabled tenants~~	~~(D)(iv)~~	~~2~~
~~Community Services~~		
~~Partnership with local law enforcement to provide quarterly activities with tenants~~	~~(E)(i)~~	~~2~~
~~Notary services for tenants~~	~~(E)(ii)~~	~~1~~
~~Min 2x/month arts, crafts, or other recreational activities (e.g. book club)~~	~~(E)(iii)~~	~~1~~
~~Min 2x/month on-site social events (e.g. potlucks, holiday celebrations, etc.)~~	~~(E)(iv)~~	~~1~~
~~Case management for elderly, disabled, or special needs tenants~~	~~(E)(v)~~	~~3~~
~~Weekly home chore and quarterly preventative maintenance for elderly or disabled tenants~~	~~(E)(vi)~~	~~2~~
~~Social Security Act Title IV-A programming~~	~~(E)(vii)~~	~~1~~
~~Part-time resident services coordinator (min. 15 hours/week) or contract for same through local provider~~	~~(E)(viii)~~	~~2~~
~~Education/tuition savings match or scholarship program for residents~~	~~(E)(ix)~~	~~2~~

Housing Tax Credits Program

Amended February 25, 2026 by Resolution No. 26-

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4% LIHTC

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Applicant(s) may submit a proposal in response to this policy regarding HTC at any time during the year. However, City staff will only review applications and schedule proposals for City Council consideration four times per year. This calendar will be updated and published annually to align with the TDHCA timeline by the City Manager or his/her designee.

Review & Recommendation Process

For both 9% and 4% HTC applications, City staff will recommend a Resolution of No Objection or Support to City Council if City staff has determined, in its sole discretion, that the requirements, as outlined below, have been met. All applicable waivers or acknowledgements of housing de-concentration factors pursuant to the QAP must be approved by City Council.

9% and 4% HTC Applications Requirements

All Applicant(s) must submit a complete application with all required supporting documentation to the City. The HTC Request for Applications Guidebook will be updated by the OHCE Director in his/her sole discretion by October 1st in advance of each Fiscal Year and will include detailed application requirements, scoring criteria, and the checklist for Applicant(s). The

Request for Applications Guidebook can be found on the City of Dallas OHCE webpage. General application requirements include:

- The Development must meet TDHCA minimum site and development requirements.
- The Development must meet TDHCA underwriting standards.
- The Development must contribute to the City's obligations to affirmatively further fair housing.
- The Applicant(s) must have site control (e.g. purchase option, deed).
- If not currently zoned for the intended use, the Applicant(s) must have completed a formal consultation with City Planning staff about the process and requirements for rezoning the site.
- If the proposed Development will be completely or partially tax exempt, the Applicant(s) must provide the source, valuation, and duration of the tax exemption.
- The Applicant(s) must be eligible pursuant to TDHCA standards and City standards: An Applicant(s) is not eligible for any resolution if the Applicant(s) i) is in debt to the City or delinquent in any payment owed to the City, in accordance with Dallas City Code Section 2-36, as amended; ii) is currently in litigation with the City, in any capacity; iii) is in breach or default of any agreement with the City of Dallas, or iv) within the last 10 years has been found liable of violating Chapter 20A (Fair Housing and Mixed Income Housing) or Chapter 46 (Unlawful Discriminatory Practices Relating to Sexual Orientation and Gender Identity and Expression) of the Dallas City Code.
- Before submitting an application, the Applicant(s) is required to provide written notice to the Dallas City Councilmember representing the district in which the proposed Development is located, indicating their intent to apply. In line with the City's Code of Ethics, upon submission of the application, all communication, including oral, written, and/or electronic communication between the Applicant(s) and the Councilmember, whether direct or indirect (through a representative, employee, or agent), regarding the application must cease.

Developments will require a vote of approval from 2/3 of the City Council members for Resolutions of Support or Resolutions of No Objection if the Developments are in:

- Racially/Ethnically Concentrated Areas of Poverty (RECAP),
- Census Tracts with poverty rates at or above 40%, and/or
- Census Tracts that have more than 20% Housing Tax Credit Units per total households.

9% HTC Additional Application Requirements

To be recommended to City Council for a Resolution of Support and a $500.00 funding commitment from the City of Dallas, the Development must score at least 50 points using the scoring system in the Request for Application (RFA) guidelines for the current Fiscal Year, and meet the following conditions:

- Developments located in areas with a poverty rate of 20% or higher must be a: redevelopment of an existing low-income property, Development that will address slum and blight, urban nuisance, environmental contamination or environmental nuisance, or be located within or adjacent to census tracts with rapidly decreasing poverty level or rapid increases in appraised value of residential real estate.
- Onsite services provided must directly benefit the intended target population. Onsite resident supportive services must exceed TDHCA minimum requirements for the given year.

- Developments must receive a neutral or positive fair housing rating as determined by the City.

4% HTC Additional Application Requirements

To be recommended to City Council for a Resolution of No Objection, the Development must meet the following conditions:

- Developments located in areas with a poverty rate of 20% or higher must be a: redevelopment of an existing low-income property, Development that will address slum and blight, urban nuisance, environmental contamination or environmental nuisance, or be located within or adjacent to census tracts with rapidly decreasing poverty level or rapid increases in appraised value of residential real estate.
- Developments must receive a neutral or positive fair housing rating as determined by the City.