

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The U.S. Department of Housing and Urban Development (HUD) requires State and local grantees of the formula grant programs, namely the Community Development Block Grant (CDBG) the HOME Program, the Emergency Solutions Grants (ESG), the Housing Opportunities for Persons with AIDS (HOPWA) and the federal Housing Trust Fund (HTF) programs, to develop a five-year Consolidated Plan as a condition for funding. The State of Illinois' Consolidated Plan covers those non-entitlement areas of the State that do not have a local Consolidated Plan. On June 16, 1994, Governor Edgar designated the Illinois Housing Development Authority (IHDA) as the lead agency in developing the Consolidated Plan. IHDA's Strategic Planning and Reporting has primary responsibility for coordinating, developing, and distributing the Plan, and receives input from the Advisory Committee and the general public in developing and updating the Plan.

Executive Order 2003-18 established the State of Illinois' Comprehensive Housing Initiative on September 16, 2003, creating the Housing Task Force to improve the planning and coordination of the State's housing resources. The Comprehensive Housing Planning Act was renewed (as amended P.A. 99-0564) and extended to 2026 in legislation passed into law in 2016. The Executive Director of the Illinois Housing Development Authority (IHDA) is Chair of the State's Housing Task Force, joined by a panel of representatives from State agencies and the housing community. The identification of the following eight underserved populations in the Executive Order provides specificity to the State's housing priorities:

1. Low-income Households (with emphasis on households earning below 30% of area median income);
2. Low-income seniors;
3. Low-income persons with disabilities;
4. Homeless persons and persons at risk of homelessness;
5. Low and moderate- income persons unable to afford housing near work or transportation (Live Near Work); and
6. Low-income persons residing in existing affordable housing that is in danger of being lost or becoming unaffordable (Preservation);
7. Low-income people residing in communities with ongoing community revitalization effort;
8. Other special needs populations, including people with criminal records and veterans experiencing or at risk of homelessness.

Per the Act, the State of Illinois shall continue to prepare and be guided by an annual comprehensive housing plan addressing the housing needs of the underserved populations. Annual Comprehensive Housing Plans are to include an identification of funding sources for which the State has administrative control that are available for housing construction, rehabilitation, preservation, operating or rental subsidies, and supportive services.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The State of Illinois will use the following HUD-determined Objective and Outcome statements for its CPD-formula activities:

1. Accessibility for the purpose of creating suitable living environments
2. Accessibility for the purpose of creating economic opportunities
3. Affordability for the purpose of providing decent affordable housing
4. Affordability for the purpose of creating economic opportunities
5. Sustainability for the purpose of creating suitable living environments
6. Sustainability for the purpose of providing decent affordable housing

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

HUD has determined that the State of Illinois has the continuing capacity to administer Community Planning and Development programs, and the activities under CDBG, HOME, HOPWA, ESG and HTF were consistent with its Consolidated Plan. The State used the funds appropriately and as intended to address needs. The most recent HUD Year-End Letter received by the State at the time of publication of this document covered 2023.

On Wednesday, June 5, 2024, HUD's Office of Community Planning and Development in Chicago issued its 2023 Program Year End Review Letter to the State of Illinois. The letter is on file with and available through IHDA's Strategic Planning and Reporting's division of Compliance and Reporting. The State has until Friday, July 19, 2024, to respond.

Points of note:

It should be noted that although Program Year 2023 began on January 1st, the State/Department of Commerce and Economic Opportunity did not sign its CDBG Grant Agreement with HUD until September 28, 2023. Therefore, the due date for CDBG applications was set for January 18, 2024. The amount of time the State has had PY 2023 funds available to allocate means that no 2023 grant funds have been expended at this time.

Additionally, the Department of Commerce and Economic Opportunity collects outcomes at grant closeout to ensure accuracy. As grants cover two years, outcomes collected for program year funds 2021 and later are not complete and would not accurately reflect program activity.

In an effort to expend funds in a timelier manner, the Department increased the grant ceilings for the competitive programs of Public Infrastructure and Housing Rehabilitation. We hope this will result in spending down the backlog of funds as well as spending new money quicker.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Citizen Participation Plan centers around the public hearing and public comments processes. The State held one hybrid public hearing on Tuesday, June 18, 2024 at 10:30 A.M.. The Public Comment period began Thursday, May 30, 2024, and comments were accepted until COB, Friday, June 28, 2024.

1. A 2024 Hybrid Public Notice was e-mailed statewide to housing-related agencies and organizations, a number of which included announcement of same in a newsletter or mailing sent to their memberships. Copies were also sent to the members of the Advisory Committee and CDBG Entitlement Grantees
2. The Hybrid Public Notice was published prior to these hearings in the following nine (9) newspapers: *Belleville News*; *Champaign News-Gazette*; *Daily Southtown*; *the Edwardsville Intelligencer*; *Peoria Journal-Star*; *The Dispatch Argus*; *Rockford Register Star*; *Southern Illinoisan* and *the State Journal-Register*.
3. DCEO e-mailed notices of the hybrid public hearing to CDBG-eligible units of general local government in Illinois (i.e., non-entitlement cities, towns, villages, and counties).
4. Notification of the availability of the draft 2024 Consolidated Plan-Action Plan was emailed to organizations and interested parties across the State. Notification was sent to the Advisory Committee, Illinois Housing Task Force, and Affordable Housing Trust Fund Advisory Commission Members, Community Development Block Grant (CDBG) Entitlement Grantees, Community Action Agencies, Regional Planning Commissions, Public Housing Authorities, and other groups. The draft plan was also posted on IHDA's website at www.ihda.org.
5. The hybrid public hearing was held during the 30-day public comments period via Microsoft Teams, telephone, and in person via the Illinois Housing Development Authority (Office) at 111

E. Wacker Drive, Suite 1000, Chicago, Illinois 60601. The date for the hearing, Tuesday, June 18, 2024, was also posted on IHDA's web-site.

6. The agenda for the hybrid public hearing is included as part of the Public Participation component attached to this plan.
7. IHDA made reasonable efforts to accommodate persons with sight-and hearing-impaired disabilities, as well as for significant groups of Non-English speaking residents.
8. Notes from the hybrid public hearing are included in the plan.
9. No public comments letters were received during the public comments period.

10. The development of both the Citizen Participation Plan and Consolidated Plan provided ample opportunity for the public to provide comments.

The criteria which the State uses to determine if certain proposed program or policy changes constitute a substantial amendment to the Consolidated Plan are as follows:

Changes to Action Plan

The following circumstances will trigger a substantial amendment to the Five-Year Plan and subsequent Action Plans:

- (1) A major statutory change occurs in the enabling law which created the program that modifies the eligible types of applicants and/or the eligible types of activities which can be carried out, provided same were not at least partially eligible under the original statute and rules.
 - (2) Major changes in the use of the five formula grant funds from one eligible activity (as identified in the Consolidated Plan) over the original planned use.
 - (3) Other legislative or administrative actions that serve to significantly alter which agency(ies) are operating which existing, expanded, or new programs covered under the current (or potentially expanded) Consolidated Plan.
 - (4) Major change(s) due to disaster and/or emergency funding, where timeliness in meeting emergency needs is a priority. The State will follow any HUD waiver(s) and guideline(s) to abridge and shorten the citizen participation component, such as reducing the duration of the public comments period, per official guidance; and in cases of public health emergency, the State will utilize alternate methods in lieu of holding in-person meetings and hearings.
1. In any of the above cases, this citizen participation plan will require that public notification occur per the following: notification to OHCS Advisory Committee, various State Agencies Housing, and additional housing-related organizations, to inform them of the proposed amendment and

provide for a 30-day (or in case of emergency/public health crisis, an expedited) public comments period; and publication of press releases and public notices, and mailings, as is appropriate, to affected parties.

(5) The State shall consider all legitimate comments on the amendment, which are received in writing and orally at public hearings (if held) from the general public or units of general local government. A summary of those comments and the State responses to same will be attached to the substantial amendment, which the State will then forward to HUD for review and approval.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

7. Summary

In addition to the public hearings, SPAR schedules meetings of the Advisory Committee (AC) to update the public on formula grant activities and provide for discussion, comment, and feedback on various Consolidated Plan-related issues. Two AC meetings were held in 2023, on Thursday, September 28, 2023, and Thursday, December 14, 2023. Minutes of these meetings are available upon request to the Strategic Planning and Reporting. The next AC meeting will be scheduled in Spring-Summer of 2024 on Wednesday, June 12, 2024, with another in the Fall of 2024.

PR-05 Lead & Responsible Agencies - 91.300(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
CDBG Administrator			Department of Commerce and Economic Opportunity
HOPWA Administrator			Department of Public Health
HOME Administrator		ILLINOIS	IL Housing Development Authority
ESG Administrator			Department of Human Services
		ILLINOIS	IL Housing Development Authority

Table 1 – Responsible Agencies

Narrative

The U.S. Department of Housing and Urban Development (HUD) requires State and local grantees of the formula grant programs, namely the Community Development Block Grant (CDBG) the HOME Program, the Emergency Solutions Grants (ESG), the Housing Opportunities for Persons with AIDS (HOPWA) and the federal Housing Trust Fund (HTF) programs, to develop a five-year Consolidated Plan as a condition for funding. The State of Illinois' Consolidated Plan covers those non-entitlement areas of the State that do not have a local Consolidated Plan. On June 16, 1994, Governor Edgar designated the Illinois Housing Development Authority (IHDA) as the lead agency in developing the Consolidated Plan. IHDA's Strategic Planning and Reporting/Compliance and Reporting (SPAR/CR) has primary responsibility for coordinating, developing and distributing the Plan, and receives input from the Advisory Committee and the general public in developing and updating the Plan.

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community. The identification of the following eight underserved populations in the Executive Order provides specificity to the State's housing priorities:

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Consolidated Plan Public Contact Information

Illinois Department of Commerce and Economic Opportunity (CDBG)

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Suite 1000

Chicago, IL 60601

Contact: Burton Hughes

Ph: 312/836-5320 Fax: 312/832-2191

Alternate: Deirdre Kenny

Illinois Department of Human Services (ESG)

823 E. Monroe

Springfield, IL 62701

Contact: Josalyn Smith

Ph: 217/725-5975 Fax: 217/524-6248

Illinois Department of Public Health (HOPWA)

535 W. Jefferson

Springfield, IL 62761

Contact: **(Division of Infectious Diseases, HIV/AIDS Section):**

Robert Whitmore

Ph: 217/785-5260 Fax:

Alternate: Robert Whitmore

Contact (**Division of Environmental Health**):

Kert McAfee

Ph: 217/557-4519 Fax: 217/785-0253

AP-10 Consultation - 91.110, 91.300(b); 91.315(l)

1. Introduction

The State consulted the following major advisory bodies:

1. Strategic Planning and Reporting (SPAR) Advisory Committee (SPAR-AC) - This is an advisory group to SPAR. This Committee's major functions are to provide input into the Consolidated Plan development (Five-Year Plan, Action Plans, and Annual Performance Reports), as well as to help set other housing goals and respond to changing policy. SPAR staff meets with this group of public and private sector housing practitioners and advocates on a continuous basis.
2. The Illinois Housing Task Force - The Task Force consists of members which are representative of various governmental agencies and/or offices, four of which are appointed by the four legislative majority and minority leaders and sixteen of which were appointed directly by the Governor based on their expertise on housing or housing-related areas. The Task Force is chaired by the Executive Director of IHDA. and Vice-Chaired by a non-governmental sector representative appointed by the Governor.

Provide a concise summary of the state's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies

Public Housing Authorities are represented on the CR Advisory Committee and the Housing Task Force.

IHDA is a member of the National Association of Housing and Redevelopment Officials (NAHRO) at the State, Regional, and National levels. This allows for planning and involvement in a variety of conference and training topics of mutual interest to PHAs, community development agencies, and the State.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

Coordination with local Continuums of Care is a major strategy under the State's ESG program, which prioritizes assistance to Very- and Extremely-Low Income Households, Homeless and At-Risk Homeless Persons and Families, and Homeless Persons with Disabilities. The State supports applications by eligible CoCs for funding under HUD's Continuum of Care and Rural Housing Stability Assistance Programs, including the review of applications under HUD's programs in order to provide Certifications of Consistency with the State's Consolidated Plan

The State participates in monthly conference calls with Continuum of Care representatives, organized by Housing Action Illinois and the Supportive Housing Providers' Association.

Representatives from several State agencies and the Governor's Office serve on the planning committee for the homeless service providers' annual Workshop/Training organized by HUD annually.

Illinois is one of the states whose Governor signed on to the Mayor's Challenge to End Veteran Homelessness, and its Department of Veterans Affairs (IDVA) is very active in this area.

Several State agency representatives serve on Boards for Continuums of Care and/or homeless shelters and other service providers, although this activity is more concentrated in Chicago, Cook County, and Springfield.

Continuum of Care agencies are represented on the State's Interagency Council on Homelessness (ICH). The State's ICH formed as a result of a grant through the Federal SAMHSA and is an integral element of the updated State Plan to Support Families and Unaccompanied Youth Experiencing Homelessness, furthering the efforts of the Interagency Council by focusing on families and unaccompanied youth experiencing homelessness. Its key goals include increasing leadership, collaboration and civic engagement, increasing access to stable and affordable housing for the target populations, increasing economic security, and increasing health and stability.

Describe consultation with the Continuum(s) of Care that serves the State in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Coordination with local Continuums of Care is a major strategy under the State's ESG program, which prioritizes assistance to Very- and Extremely-Low Income Households, Homeless and At-Risk Homeless Persons and Families, and Homeless Persons with Disabilities. The State supports applications by eligible CoCs for funding under HUD's Continuum of Care and Rural Housing Stability Assistance Programs, including the review of applications under HUD's programs in order to provide Certifications of Consistency with the State's Consolidated Plan

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2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated.

1	Agency/Group/Organization	ALLIANCE TO END HOMELESSNESS IN SUBURBANK COOK COUNTY
	Agency/Group/Organization Type	Housing Services - Housing Services-Victims of Domestic Violence Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Helps refine the Illinois Continuum-wide request for information for the homeless needs assessment.
2	Agency/Group/Organization	Corporation for Supportive Housing
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A member of the Advisory Committee. Helps communities create permanent supportive housing with services to prevent and end homelessness, provides capacity building, training; pre-development funding and advocacy services for supportive housing developers and projects.
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Identify any Agency Types not consulted and provide rationale for not consulting

Not applicable. The State is open to consultation regarding affordable housing with any interested parties. Please refer to the list of consulting agencies and organizations contained in the 2020-2024 Consolidated Plan, which include: Illinois Housing Development Authority; Illinois Department of Commerce and Economic Opportunity; Illinois Department of Human Services; Illinois Department of Public Health; Illinois Department on Aging; Illinois Department of Children and Family Services; Illinois Department of Healthcare and Family Services; Illinois Department of Veterans Affairs; Illinois Department of Human Rights; Illinois Department of Corrections; Illinois Council on Developmental Disabilities; Illinois Emergency Management Agency; Office of the Attorney General of Illinois; Champaign, Macoupin County, Peoria, Rockford, Springfield, Winnebago, and Woodford County Housing Authorities; Illinois Housing Council; and others.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Regional Continuums of Care	There are eighteen Illinois Continuum of Care (COC) Statewide. Illinois CoCs coordinate their work with the Emergency Solutions Grants Program administered by IDHS, employing several similar strategies for ending homelessness in each of their jurisdictions and include the following: conducting coordinated assessments, developing additional permanent supportive housing, improving outreach, increasing capacity and enhancing organization, conducting public awareness activities to foster support, and improving transportation services (especially in rural areas).

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Fair Housing	State and Local Government	<p>On April 13, 2021, HUD submitted a proposed rule to the Office of Information and Regulatory Affairs (OIRA) reinstating the 2013 Disparate Impact Rule and an interim final rule restoring statutory definitions to the AFFH rule. With this change, HUD funding recipients must again certify compliance with AFFH on an annual basis and IHDA will continue to report on the State's actions to address its previously identified fair housing impediments in the State's Consolidated Plan Annual Action Plans and Annual Performance Reports. The Illinois Department of Human Rights, besides processing fair housing complaints as a HUD-designated substantially equivalent agency, conducts presentations and training for government agencies and community-based groups regarding fair housing rights under the Illinois Human Rights Act.- IDHR and IHDA also share fair housing information for wider circulation to other major membership organizations, including Housing Action Illinois (HAI), Supportive Housing Providers Association (SHPA), Illinois Housing Council (IHC), Rural Partners, Chicago Area Fair Housing Alliance (CAFHA), and other organizations. 2. Lack of Fair Housing Knowledge-IDHR, through its Institute for Training and Development, regularly provides a schedule of related training, including "Basic Fair Housing Training for Landlords & Property Managers", LGBTQ-Equal Access Requirements, and Reasonable Accommodations Policies.-Sessions on fair housing-related topics are included in statewide conferences, including the Illinois NAHRO annual conference, Illinois Association of Housing Authorities (IAHA), Housing Action Illinois (HAI), Supportive Housing Providers Association (SHPA), Rural Partners/Illinois Institute for Rural Affairs, and others.</p>

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Fair Housing 2	State Government	<p>Beyond AFFH Consolidated Plan certification, IHDA has also been taking on related actions and measures in its commitment to prevent housing segregation: Concentration and Preservation Metrics IHDA has incorporated a variety of market metrics into its review of Preliminary Project Assessments and LIHTC applications since 2012. The Affordable Rental Unit Survey (ARUS) serves as an estimator of rental affordability (independent of rent restrictions) for each census tract throughout the state. Additionally, IHDA publishes and maintains an Affordability Risk Index (ARI), a tool designed to determine the need to preserve affordability by measuring change over time in key market metrics. Proposed developments located in census tracts identified by the ARI as being at risk of affordability loss are incentivized with up to 5 points in the QAP. Lastly, the Quality-of-Life Index (QOLI) is a statewide planning tool intended to determine areas of high livability within Illinois. The QOLI is a cumulative score across five measures: education, prosperity, health, housing, and connectivity. Each category is worth two points and project teams can earn up to ten points for projects in located areas with high cumulative QOLI scores. Rental Housing Support (RHS) program/Re-Entry Special Demonstration Program IHDA administers this program with housing and services providers serving the re-entry population to assist individuals who are exiting the State prison system. It is a rental assistance program targeted to extremely-low and severely-low income (15-30% AMI or below) individuals who are elderly and/or disabled who are being released from incarceration, as well as individuals enrolled in a graduated reintegration program with a post-release plan that includes employment.</p>

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Fair Housing 3	State Government	<p>Shortage of affordable, accessible, and suitable housing-IHDA actively pursues or develops funding and assistance options for affordable housing that serve a variety of special needs populations, including: the HUD Section 811 Project-Based Rental Assistance Demonstration; the Rental Housing Support Program; and first mortgage financing programs-IHDA administers combined funding for its Permanent Supportive Housing Development Program, to better target special needs populations that also need services. This includes the national Housing Trust Fund-IHDA continues to develop and improve its Low-Income Housing Tax Credit (LIHTC) Program to better serve lower-income households. Features include: enhanced accessibility (requiring twice the number of federally-required accessible housing units); Universal Design; Opportunity Areas; Community Revitalization efforts; scoring for income targeting, rental assistance, and energy conservation/green building; providing preference points to projects proposed in AHPAA communities (a State law identifying localities with less than 10% affordable housing stock); prioritizing projects that serve supportive housing populations via participation in the inter-agency Statewide Referral Network (SRN); and other areas-IHDA continues to assist Supportive Living Facilities, the state's assisted living program for elderly and persons with disabilities (via a Medicaid-approved waiver)-IHDA continues coordination with IDHS and IDoA in coordinating assistance with its Bridge Rental Subsidy Program, designed to assist class members of ADA-related court consent decrees-IHDA continues to coordinate with IDHS and local participating housing authorities which provided matching public housing and HCV units to persons with disabilities (as part of its Section 811 program)-Continues to address lead-based paint and water issues with IDPH, IEPA, IHDA, and DCEO-Continues to operate the Illinois housing search website through a third party vendor, providing real-time information on available statewide affordable housing units, monitoring for fair housing violations, and enhanced matching capability for State Referral Network (SRN) and 811 units, including those with accessible features.</p>

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Fair Housing 4	State Government	<p>Improving lending and real estate practices-The Illinois Department of Financial and Professional Regulation(IDFPR) continues to regulate and monitor State-chartered banks and financial institutions, concentrating on mortgage fraud and predatory lending-The Illinois Attorney General's Office continues to engage in litigation regarding mortgage fraud and predatory lending -IHDA continues to provide lender training to participating banks/financial institutions which participate in its homebuyer mortgage and down payment assistance programs, which continue to include a fair housing/non-discrimination component-IHDA continues to provide credit and foreclosure prevention counseling through local agencies. IHDA continued to have lender, real estate, and developer representatives on its SPAR/CR Advisory Committee, the State's official advisory group for the HUD-required State Consolidated Plan. Improving Enforcement-IHDA continues to include fair housing provisions in its loan and tax credit documents for approved multi-family rental housing projects. It also holds on-going training for property managers, which includes a fair housing compliance section. Specific training is done on reasonable accommodations, especially regarding persons with disabilities-IHDA also provides highlights to applicants and approved owners/developers/property managers on action steps for the Affirmative Fair Housing Marketing Plans (AFHMPs) to better evidence efforts to provide outreach efforts to reach those groups least likely to apply for affordable housing-IHDA also provides fair housing training to participating lenders under its homebuyer assistance programs (See Education section above)-The Illinois Department of Commerce and Economic Opportunity (DCEO) provides similar fair housing training to its CDBG local government grantees at its annual grantee administrator training, and continues providing technical assistance as needed on fair housing issues, as requested or informed IHDA continues efforts to promote projects in opportunity areas as well as community revitalization areas. With the latter, this included reviews of existing affordable housing inventory to reduce geographic concentration, and promotion of more comprehensive economic/community development in these areas.</p>

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Fair Housing 5	State Government	Lack of funding to address needs-This issue was discussed above regarding the State's efforts to develop new program resources and pursue available funding opportunities-IHDA continues to pursue other available funding and develop new programs to address the ever-growing affordable housing needs of the State's communities and may apply to be designated a Community Development Financial Institution (CDFI) and/or non-profit under Treasury's Capitol Magnet Fund.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Fair Housing 6	Illinois Department of Human Rights (IDHR)	<p>IDHR is responsible for administering the Illinois Human Right Act. IDHR takes and investigates charges of housing discrimination on the bases of race, color, religion, sex, national origin, ancestry, age (40 and over), marital status, physical, mental and perceived disability, military status, familial status (children under 18) sexual orientation (including gender identity) unfavorable military discharge, and order of protection status. Retaliation and interference with housing rights are also prohibited under the HRA. IDHR will continue its primary fair housing activity of docketing and investigating housing discrimination cases, including cases referred to IDHR from HUD's Office of Fair Housing and Equal Opportunity under a Cooperative Agreement under HUD's Fair Housing Assistance Program. Where the IDHR investigation leads to a substantial evidence finding of discrimination and conciliation is not successful, the claimant or respondent (the party alleged to have discriminated) can elect to have the case heard administratively for the Illinois Human Rights Commission, or in circuit court, in which case the Illinois Attorney General's Office represent the matter.</p> <p>Proposed Fair Housing Outreach Activities: IDHR will continue its education and outreach efforts to disseminate information about Illinois residents fair housing rights and responsibilities, and IDHR's fair housing enforcement activities, via its website, as well as workshops, seminars, speaking appearances, housing fairs, and distribution of literature through collaboration with numerous non-profit organizations. IDHR will continue to expand its outreach efforts to other state agencies in accordance with Illinois' Comprehensive Housing Plan. IDHR will provide free fair housing training at open-to-the-public sessions held on a quarterly basis for housing providers and landlords through its Institute for Training and Development. IDHR will continue working toward greater affordability and choice for state residents through it participation in the Interagency Subcommittee of the Illinois Housing Task Force, and continue working with the Chicago Area Fair Housing Alliance (CAFHA). IDHR will continue to provide training, networking opportunities and support for the regional and annual meetings of the Illinois Municipal Human Relations Association (IMHRA) on issues relating to fair housing, and to the International Association for Official Human Rights Agencies.</p>

Fair Housing 7	IHDA (with IDHR)	<p>IHDA promotes fair housing in the marketing of all its financed units under the Illinois Affordable Housing Trust Fund, the LIHTC, HOME, and federal HTF Programs, which require affirmative marketing plans as part of their application processes. IHDA recognizes the importance of non-discriminatory practices with regard to residential property and related facilities. IHDA's goal is to promote a condition in which all individuals in the same housing market area have available a like range of housing choices. Thus, IHDA requires all multifamily projects with 5 or more HOME for Trust Fund assisted units comply with IHDA's affirmative fair housing policies and procedures. IHDA also evaluates proposals involving single-family projects with five or more HOME assisted units to determine the appropriateness of affirmative marketing efforts. The Affordable Housing Trust Fund Program requires that projects with 5 or more units financed in whole or in part for family housing must have at least 20% of the units to be at least adaptable for future accessibility improvements. Projects involving HOME or the Risk Sharing Program funding must at minimum comply with the 5% minimum accessibility requirements of Section 504 of the Rehabilitation Act of 1973. Per the Qualified Allocation Plan for LIHTCs, projects must comply with all applicable federal and State accessibility laws to receive credits. Additional project scoring points are provided for developments that provide enhanced accessibility standards. For single-family programs, fair housing provisions are discussed at IHDA-hosted local training sessions and included in each lender's procedures manual, which is signed off by each participating lender's chief executive. Lenders located in urban areas of the State also must comply with the provisions of the Home Mortgage Disclosure Act and the Community Reinvestment Act, which includes monitoring by federal bank examiners for their particular category of lending institution (Office of Thrift Supervision, Federal Reserve Bank, or Office of the Comptroller of the Currency). Under Illinois' Rental Housing Support Program, all Local Administrators and participating landlords must follow all rules governing Fair Housing and all other applicable state and federal laws, and make efforts to publicize units under the RHSP, contacting non-profit corporations in the areas a LAA covers. IHDA provides a preference to LAA applicants which target up to 30% of their requested assistance to "Special Needs Tenant".</p>
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Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Fair Housing 8	DCEO (with IDHR)	DCEO administers one of the five State formula grants included in the State Consolidated Plan. DCEO requires fair housing activities (be undertaken) to be identified in each applicant local governments' application. In addition, DCEO also requires grantees to comply with applicable civil rights laws when applying for and receiving grant funds. The compliance review includes an EEO/Fair Housing review of each grantee. The agency reviews action taken to affirmatively further fair housing and compliance with Section 504 of the Rehabilitation Act of 1973. DCEO requires an explanation of local efforts at the time of application and a description of how the project will affirmatively further fair housing. DCEO will monitor the grantee's local actions to determine if existing action is sufficient in the following: * Provides Fair Housing Posters to grantees on an as needed basis.* Encourages grantees to adopt a fair housing ordinance. Finally, DCEO also funds accessibility improvements on privately-owned housing. This is accomplished through housing rehabilitation grantees under the CDBG Housing Rehabilitation Grants component.
Fair Housing 9	Dept of Financial and Professional Regulations (with IDHR)	The Illinois Department of Financial and Professional Regulations (IDFPR) has two divisions that are involved in fair housing activities: Division of Banking and the Division of Professional Regulations.1. The Division of Banking is responsible for regulating commercial banks and residential mortgage bankers, brokers, and loan originators. Regarding fair lending, most attention has focused on federal regulatory actions to better insure non-discrimination and community reinvestment.2. The Division of Professional Regulation licenses Real Estate Professionals, including real estate brokers, salespersons, and appraisers. The Division works with the other divisions to investigate claims of discriminatory real estate practices. The Division computer system also audits every real estate licensee's continuing education course work to ensure compliance with the continuing education requirements.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Fair Housing 10	Illinois Department of Insurance (with IDHR)	<p>The Illinois Department of Insurance conducts both regulatory and consumer protection activities. In keeping with an open competition regulatory philosophy, its emphasis in the fair housing areas is on education and actual complaint resolution rather than on testing and investigation of regulatory reform of industry practices based on anecdotal evidence. In the complaint process, Departmental analysts access written complaints, documentation, and responses from the company or agent mentioned in the complaint. An analyst reviews the company's/producers actions for compliance with Illinois insurance laws and takes appropriated action if laws have been violated. All housing-related complaints are tallied and included in each company's "complaint ratio" (number of complaints per million dollars of premium)" which is made public. The Department also monitors complaint substance by company; if a complaint pattern emerged, Department officials may meet informally with the company to discuss the problem. The Department also has the authority to initiate special market conduct exams in which the company's practices are reviewed. The Department's Consumer Outreach personnel speak to various citizen groups and on radio call-in programs. The Department also provided consumer information on its website. It also takes part in the National Insurance Task force, which encouraged partnerships between insurance groups and community organizations.</p>
Fair Housing 11	Illinois Council on Developmental Disabilities (with IDHR)	<p>The Illinois Council on Developmental Disabilities works to build the capabilities of individuals, families and communities, enabling each to become more self-sufficient through the Development Disabilities Assistance and Bill of Rights Act (federal law - "the DD Act"). ICDD programs are developed in direct response to the concerns and ideas voiced by consumers, families, service providers, policy makers and other professionals. The mission of the Council is to help lead change in Illinois so all people with developmental disabilities exercise their right to equal opportunity and freedom. ICDD strives to ensure the fair housing issues or barriers are resolved and people with disabilities have choice on housing options through its advocacy efforts and grant investments. The Council advocates individualized supports as a necessary means of allowing people to choose where and how they live in the community.</p>

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Fair Housing 12	Office of the Attorney General (with IDHR)	<p>Under the Illinois Human Rights Act (HRA) the Illinois Attorney General investigates possible fair housing violations when those violations demonstrate a pattern and practice of discrimination prohibited by the HRA. When the Attorney General has reasonable cause to believe that a person is engaged in a pattern and practice of illegal discrimination, the Attorney General may file a civil action to enforce the provisions of the HRA. Further, the Illinois Attorney General is responsible for enforcing the Environmental Barriers Act (EBA). This duty involves investigating alleged violations of the EBA and the Illinois Accessibility Code ("Code") and may include the filing of a lawsuit where necessary to ensure compliance with the EBA. The EBA and Code apply to the construction and alteration of public facilities and qualifying multi-story housing units. for purposed of housing discrimination, the Attorney General has jurisdiction over multi-story housing which is defined as "any building of four or more stories containing ten or more dwelling units, constructed to be held out for sale or lease by any persons to the public". In addition the Attorney General utilizes the HRA and Fair Housing Amendment Act to pursue developers that design and construct inaccessible housing. The Attorney General also has the duty to implement the Civil and Equal Rights Enforcement Act ("CEREA"). CEREA (15 ILCS 210) gives the Attorney General power to investigate violations of laws related to discrimination and when such violations are established, to undertake necessary enforcement action. Thus the Attorney General is authorized under CEREA to investigate and if necessary litigate any housing discrimination violations that implicate the general public interest of the people of the State of Illinois. The Attorney General also conducts outreach to residents and communities throughout Illinois concerning their rights under the HRA.</p>

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Homeless Prevention: Discharge Coordination Policy	Various State Agencies	Individual and inter-agency efforts on discharge policies are underway at many agencies, and continue in conjunction with 24 CFR part 91.325, as reflects the requirement for all McKinney-Vento Homeless Assistance Act grantees. A certification that the state has established a policy for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care, or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons.

Table 3 - Other local / regional / federal planning efforts

Narrative

IHDA's Strategic Planning and Reporting provides coordination between State agencies, with statewide trade and membership organizations, regional and local agencies, and local governments. The Housing Task Force and the Advisory Committee are represented by these groups as well as non-profit organizations, realtors, developers, builders, and other private industry officials, and meet regularly. In Illinois, there are 40 CDBG Entitlement communities (plus the State-DCEO) that are responsible for either submitting their own local Consolidated Plan, or are covered by another local Consolidated Plan. These local governments are not covered by the State Consolidated Plan, but are responsible for carrying out their own separate housing strategies. Likewise, local governments that are not Entitlements under CDBG but which apply for funding directly to HUD under other programs are responsible for submitting an abbreviated local Consolidated Plan which they would be responsible for carrying out.

The relationship between the State and local governments in Illinois is clearly defined in the State Constitution. Those municipalities in Illinois which have Home Rule status have liberal powers. There is a strong sense in Illinois that these powers should not be weakened by the development generally of State regulation. As such, the State Consolidated Plan does not mandate action at the local level; rather the State Consolidated Plan indicates its support for applications by other entities, such as local governments and non-profit and for-profit organizations. For various federal programs administered at the State level (such as CDBG, HOME, and Emergency Solutions Grants), qualifying local governments are generally eligible applicants and can act as sub recipients of funding. Local governments that are covered by the State Consolidated Plan (those that do not have to do a local or abbreviated Consolidated Plan) and which receive funds under the State (CDBG, HOME, and Emergency Shelter Grants) formula grant programs are assisting the State in carrying out its strategy.

SPAR coordinates other activities with local governments and agencies primarily through statewide associations and local meetings. Presentations of meetings and provision of newsletter articles have been given to the Illinois Municipal League, Illinois Association of Regional Councils, Illinois Association of Housing Authorities, the Illinois Chapter of the National Association of Housing and Redevelopment Officials (NAHRO) and Rural Partners, among others. Finally, local governments are routinely invited to attend major program-related workshops, public hearings and conferences held or coordinated by IHDA and DCEO. IHDA also works closely with regional chapters of these larger organizations, such as the Metropolitan Mayors Caucus of the Illinois Municipal League and the Metropolitan Planning Council.

AP-12 Participation - 91.115, 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The Citizen Participation Plan

The Public Comment period began Thursday, May 30, 2024, and continued through Friday, June 28, 2024. The State held one statewide public hearing, via Microsoft Teams Meeting on Tuesday, June 18, 2024 at 10:30 a.m..

1. A 2024 Public Notice was mailed statewide to housing-related agencies or organizations, a number of which included announcement of same in a newsletter or mailing sent to their membership. Copies were sent to the members of the CR Advisory Committee and CDBG Entitlement Grantees.
2. The Public Notice was published prior to the hearing in the following nine (9) newspapers: the *Belleville News-Democrat*; the *Champaign News Gazette*; the *Daily Southtown*; the *Dispatch Argus*; the *Edwardsville Intelligencer*; the *Peoria Journal-Star*; the *Rockford Register-Star*; the *Southern Illinoisian*; and the *Springfield State Journal Register*.
3. DCEO sent notice of the public hearing to CDBG-eligible units of general local government.
4. Electronic notification of the availability of the draft Consolidated Plan-2024 Action Plan - were sent to the OHCS Advisory Committee, Illinois Housing Task Force, Affordable Housing Trust Fund Advisory Commission, Community Development Block Grant (CDBG) Entitlement grantees, Community Action Agencies, Regional Planning Commissions, Public Housing Authorities, and other groups. The draft plan was also posted on IHDA's website at www.ihda.org. Additional electronic and hard copies of the draft Consolidated Plan-2024 Action Plan were sent to interested parties as requested.
5. Notification of the date and time of the public hearing was included as part of the discussion during the 2024 Spring CR Advisory Committee Meeting via Microsoft Teams Meeting on Wednesday, June 12, 2024.
6. The public hearing was held Tuesday, June 18, 2024, during the 30-day public comments period. The June 18th date for the public hearing was also posted on IHDA's website at www.ihda.org.
7. IHDA made reasonable efforts to accommodate persons with sight-and hearing-impaired disabilities, as well as for significant groups of Non-English speaking residents.
8. No public comment letters, emails or calls were received during the public comments period.

9. The development of both the Citizen Participation Plan and Consolidated Plan provided more than ample opportunity for the public to provide comments.

All material comments made at the public hearing and in writing have been addressed.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>The public hearing was held hybrid via Microsoft Teams Meeting and In-Person at IHDA Office located at 111 E. Wacker Drive Suite 1000, Chicago, IL 60601 on Tuesday, June 18, 2024. Staff from the administering agencies were in attendance. A Spanish speaker was included among the staff members.</p>	No comments were received.	Not applicable.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Non-targeted/broad community	No public comments referencing the newspaper notice were received.	Generally, response to newspaper ads will result in attendance at the public hearing, or written letter response or email.	Not applicable.	
3	Internet Outreach	Non-English Speaking - Specify other language: Spanish	Generally, response to newspaper ads will result in attendance at the public hearing, or written letter response or email.	No comments were received.	Not applicable.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.320(c)(1,2)

Introduction

Expected Formula Grant resources available under the Consolidated Plan for the Community Block Grant Development (CDGB), HOME, Emergency Solutions Grants, Housing Opportunities for Persons with HIV/AIDS, and federal Housing Trust Fund (HTF) Programs.

The State received \$70,753,404 in Community Development Block Grant-Coronavirus (CDBG-CV) funds through the CARES Act. These funds have been allocated for Shelter Construction, Business Resiliency, and Healthy Houses as outlined in the 2019 Action Plan Amendment.

In response to the following Presidentially declared disasters-- Midwest Floods of 2008, Hurricane Ike 2008 and Hurricane Sandy 2013-- Congress made additional funding available to IL DCEO for the CDBG program as Disaster Recovery grants to rebuild the affected areas in Illinois and provide crucial seed money to start the recovery process. Illinois DCEO is in the closeout phase of administering these three CDBG-DR grants and no further grants will be issued. The Action Plans for Midwest Floods of 2008, Hurricane Ike 2008 and Hurricane Sandy 2013 can be found at the following link, where the impact and needs assessment sections contain more

detail: <https://www2.illinois.gov/dceo/CommunityServices/DisasterRecovery/Pages/default.aspx>

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	29,074,134	0	0	29,074,134	0	The 2024 allocation for Illinois' CDBG program is slightly less than 2023.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	15,909,000	15,444,477	0	31,353,477	0	IHDA operates by Grant Based Accounting. The deadline for committing program income, repayments and recaptured funds received during a program year is the date of the P.J.'s commitment deadline for the subsequent year's grant allocation therefore the program income listed here is 2023 Program Income which has the same deadline as 2024 Grant Funds.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	2,561,310	0	0	2,561,310	0	HOPWA funds provide short term rent, mortgage and utility assistance, tenant based rental assistance, facility based rental assistance and permanent housing placement services.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	5,398,186	0	0	5,398,186	0	ESG funds are used for street outreach, emergency shelter services and rapid rehousing.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HTF	public - federal	Acquisition Admin and Planning Homebuyer assistance Multifamily rental new construction Multifamily rental rehab New construction for ownership	6,053,257	0	0	6,053,257	0	Provides affordable rental housing for households at 30% AMI or below.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Sources of HOME Match:

- Local or State general revenues
- Housing trust funds
- Foundations, donations
- Program income from HODAG, RRP or UDAG only after grant closeout
- Value of waived taxes, fees, or charges

- Appraisal value of land or real property not acquired with Federal Funds
- Difference between appraised value and acquisition cost, if property is acquired with Federal funds
- Grant equivalent of below market
- Interest rate loans to the project
- The cost of investments, not made with federal resources, in on and off-site infrastructure that is directly required for the affordable housing assisted with HOME funds
- Federal Home Loan Bank grants
- Value of donated material or labor
- Direct cost of supportive services that facilitate independent living or as part of a self-sufficiency program

For the NHTF, Projects which are able to commit other non-federal funds as part of their project financing will be given additional consideration. There is a State match requirement of 10% for NHTF, but IHDA anticipates most NHTF-funded projects will be highly leveraged.

CDBG/Community Development Block Grant Program: The State must match all but \$100,000 of the funds received for program administration. Local Public Infrastructure and Housing Rehabilitation applicants receive points when grant requests are leveraged with other sources while Economic Development grants must be matched dollar for dollar.

The LIHTC program assists in developing affordable housing for low-income households (at 60% AMI or below). Units must maintain affordable rent for at least 30 years.

The State's own Rental Housing Support Program helps Illinois families afford safe and decent homes by funding rent subsidies to landlords throughout the state to make rental units affordable to households who earn less than 30% of the area median income. A major program goal is

to use half of the funding for households who are at 15% of the area median income and below.

ESG: Each grant recipient must supplement its Emergency Solutions Grant funds with an equal or greater amount of funds from other sources. 25% of the match must be cash. The amount available for matching fund purposes must be injected during the grant period.

Acceptable sources of ESG match are the State of Illinois DHS Homeless Prevention and Emergency & Transitional Housing Programs, Community Services Block Grant, FEMA, and any other source including any Federal source other than the ESG program. If ESG funds are used to satisfy the matching requirements of another Federal program, then funding from that program may not be used to satisfy the ESG matching requirements. Matching contributions must meet all requirements that apply to ESG funds, the funds must be provided after the date that HUD signs the grant agreement, cash contributions must be expended with the expenditure deadline and noncash contributions must be made within the expenditure deadline. The matching requirement may be met by cash contributions and/or noncash contributions.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Individual State Agencies are not authorized to acquire/own real property. The Illinois Department of Central Management Services (CMS) is responsible for ownership and management of State facilities. Uses are statutorily limited and do not currently include affordable housing.

Discussion

The Authority's HOME Program generates program income from two sources: interest income and loan repayment/recaptured funds. Because of Grant Based Accounting, FY 2022 Program Income and the FY 2023 HOME Grant will have the same commitment deadline. Also, Program Income must be fully disbursed before Treasury funds if committed to the same activity. There is a balance of \$14,761,980 in program income for PY 2023 as of December 31, 2023. Ten percent of program income minus recapture will be made available for administrative. Ten percent of the 2023 HOME allocation will be made available for administrative costs, which is \$1,476,198 for PY 2023.

National Housing Trust Fund State of Illinois Allocation for 2023 is \$14,528,243. Ten percent, or \$1,452,824 will be used for program administration.

The State's leveraging strategy includes the coordination of Low Income Housing Tax Credits (LIHTCs) with the development of housing that is affordable to low-income and moderate-income families. As the State's LIHTC allocating agency, IHDA coordinates the development of the annual Qualified Allocation Plan (QAP). Besides the program's already statutory targeting to households at 60% of area median income or below, IHDA has built a number of factors into its application scoring system to incentivize better targeting to lower income households. These include the following point categories: Rental Assistance; Larger Units; Green Building (lower utility bills); Rehabilitation (of existing housing); Community Revitalization Plans; 30% AMI Housing (10-15%); and Statewide Referral Network (SRN) units, which target 10-15% of a property's units to persons/households who are homeless/at-risk of homelessness or have a disability. All of these scoring criteria are aimed at incentivizing project applications which include deeper targeting to low-and moderate-income families.

HOPWA: HOPWA Housing Facilities Rehabilitation and Repair project started in 2018 and received grant extensions while environmental review was being finalized and getting approval from HUD to move forward. The rehabilitation and repair funds that were set down in 2018 spent in grant year 2020.

CDBG: The CDBG program authorizes States to utilize up to 3% of the annual allocation plus \$100,000 for Administration and Technical Assistance. Administration funds must be matched dollar for dollar while Technical Assistance does not require a match. DCEO will use the allowable amount of \$972,224 for Administration and Technical Assistance. This will leave \$28,101,910 for programming. These programs and the funds allocated in 2024 are outlined in AP-20.

ESG: \$404,864 will be used for allowable administrative costs. \$250,000 will be used for HMIS. These funds will be matched at 100% along with the remaining of ESG funds.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives – 91.320(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing For Persons with HIV/AIDS	2020	2024	Non-Homeless Special Needs	Statewide Distribution	Affordable Housing Special Needs	HOPWA: \$2,561,310	Tenant-based rental assistance / Rapid Rehousing: 270 Household Housing Unit HIV/AIDS Housing Operations: 20 Household Housing Unit Other: 10 Other
2	Housing Trust Fund Goals	2020	2024	Affordable Housing	Statewide Distribution	Affordable Housing	HTF: \$6,053,257	Rental units constructed: 10 Household Housing Unit Rental units rehabilitated: 8 Household Housing Unit
3	Multifamily Affordable Housing	2020	2024	Affordable Housing	Statewide Distribution	Affordable Housing	HOME: \$15,909,000	Rental units constructed: 49 Household Housing Unit Rental units rehabilitated: 32 Household Housing Unit
4	Singlefamily Owner Occupied Housing Rehabilitation	2020	2024	Affordable Housing	Statewide Distribution	Affordable Housing		
5	Street Outreach to Homeless	2020	2024	Homeless	Statewide Distribution	Homeless	ESG: \$400,000	Other: 1500 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Provide Emergency Shelter to Homeless	2020	2024	Homeless	Statewide Distribution	Homeless	ESG: \$2,300,000	Homeless Person Overnight Shelter: 17500 Persons Assisted
7	Prevent Homelessness	2020	2024	Homeless	Statewide Distribution	Homeless	ESG: \$0	Homelessness Prevention: 0 Persons Assisted
8	Rapid Re-Housing of Homeless	2020	2024	Homeless	Statewide Distribution	Homeless	ESG: \$2,043,322	Tenant-based rental assistance / Rapid Rehousing: 1800 Households Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Housing For Persons with HIV/AIDS
	Goal Description	The Illinois Department of Public Health (IDPH) has expanded its Tenant Based Rental Assistance (TBRA) and HOPWA Permanent Housing Placement (PHP) Services statewide through the Ryan White Part B (RWPB) Lead Agent grant agreement. In addition, the IDPH continues to utilize a portion of its HOPWA funds to support Mortgage Assistance statewide as a means to prevent loss of stable housing for HIV individuals. It should be noted that Short Term Rent, Mortgage, and Utility Assistance (STRMU) is primarily covered through other Department dollars that are rewarded through the Ryan White Part B Lead Agent grant agreements, and HOPWA STRMU assistance serves as a secondary or emergency support for the Regions per prior approval by IDPH Program staff. Stable housing provides a foundation for individuals with chronic illness such as HIV/AIDS to improve their health outcomes.
2	Goal Name	Housing Trust Fund Goals
	Goal Description	

3	Goal Name	Multifamily Affordable Housing
	Goal Description	
4	Goal Name	Singlefamily Owner Occupied Housing Rehabilitation
	Goal Description	
5	Goal Name	Street Outreach to Homeless
	Goal Description	The State will provide funding for street outreach activities and services to reduce the number of unsheltered homeless persons.
6	Goal Name	Provide Emergency Shelter to Homeless
	Goal Description	The State will provide funding for renovation, operation, and essential services for emergency shelters.
7	Goal Name	Prevent Homelessness
	Goal Description	ESG will not be funding this program for Fiscal Year 2024. The State of Illinois Homeless Prevention funds will supplement funding in the category. The State will fund short-term rental assistance, housing relocation and stabilization services to prevent persons from becoming homeless.
8	Goal Name	Rapid Re-Housing of Homeless
	Goal Description	The State will fund Rapid Re-Housing assistance to reduce the amount of time persons are homeless.

AP-25 Allocation Priorities – 91.320(d)

Introduction:

Housing-Related Allocation Priorities for the State of Illinois are outlined as follows.

Funding Allocation Priorities

	Housing For Persons with HIV/AIDS (%)	Housing Trust Fund Goals (%)	Multifamily Affordable Housing (%)	Singlefamily Owner Occupied Housing Rehabilitation (%)	Street Outreach to Homeless (%)	Provide Emergency Shelter to Homeless (%)	Prevent Homelessness (%)	Rapid Re- Housing of Homeless (%)	Total (%)
CDBG	0	0	0	0	0	0	0	0	0
HOME	0	0	100	0	0	0	0	0	100
HOPWA	100	0	0	0	0	0	0	0	100
ESG	0	0	0	0	0	0	0	0	0
HTF	0	100	0	0	0	0	0	0	100

Table 7 – Funding Allocation Priorities

Reason for Allocation Priorities

ESG Funding percentages for homeless priorities are determined in consultation with Illinois Continuum of Care organizations. Percentages doesn't include administration allocation of \$404,864 for allowable administrative costs and HMIS allocation of \$250,000.

HOPWA funding can only serve those living with HIV/AIDS that are currently housed with household income at or below 80 percent the area median income. HOPWA and Ryan White Part B fund provides a safety net for persons living with HIV/AIDS to move or maintain long-term, stable living situations. Illinois communities are facing the same problems as in other areas of the country: housing closures, understaffed facilities, increase in housing clientele and reduction in funds for housing assistance. HOPWA and Ryan White funds provide a resource that is critical to people living with HIV/AIDS in Illinois.

How will the proposed distribution of funds will address the priority needs and specific objectives described in the Consolidated

Plan?

The prevention of homelessness is the most important element of administering the HOPWA program. Persons living with HIV/AIDS require decent affordable, stable housing in order to receive healthcare. The continuums of care provided through local HIV Care Connect Regions includes the following services: case management, primary medical care, lab services, treatment adherence services, dental care, rent assistance, emergency housing assistance, utility assistance, legal services, nutritional services, optical services, mental health counseling, substance abuse counseling, transportation, and alternative therapies. The Department developed an application for use by all HIV Care Connect Regions to prepare their initial HOPWA funding plans. The application required all project sponsors to describe the intended service area, the population of persons with HIV/AIDS, and the housing service needs not currently being addressed by available public and/or private resources within the service area. Additionally, the Department required a project plan and budget, including measurable goals and objectives, project coordination and how the project would be continued if HOPWA funds were reduced or not available in future years. The application process incorporated a deadline for submission of applications.

The Statewide Homeless Continuum of Care use ESG funds in combination with HUD Continuum of Care funds and a variety of Federal and State mainstream resources to prevent and end homelessness. The State of Illinois will continue to meet with the Illinois Continuum, as well as study their data and their determinations of the 'right mix' of funding allocation for the priority needs.

All HOME funding will result in increased affordable renter opportunities across the State, via new construction and rehabilitation/preservation.

CDBG Housing Rehabilitation Activities will result in the preservation of affordable housing in non-entitlement areas of the State.

Besides the carve-out for Housing Rehabilitation, DCEO is distributing funding based on the needs identified in the Consolidated Plan, with the majority of available funds going to assist communities with safe and healthy drinking water and sanitary sewer systems.

AP-30 Methods of Distribution – 91.320(d)&(k)

Introduction:

The following Methods of Distribution are provided for the five federal formula grant programs administered by the State of Illinois:

Community Development Block Grant Program (CDBG):

HOME:

Emergency Solutions Grants Program (ESG):

Housing Opportunities for Persons With AIDS (HOPWA): and

the federal Housing Trust Fund (HTF).

Distribution Methods

Table 8 - Distribution Methods by State Program

1	State Program Name:	CDBG Disaster Response Program
	Funding Sources:	CDBG
	Describe the state program addressed by the Method of Distribution.	In response to CPD Notice 17-06, this as-needed program is designed for communities affected by an unforeseen event resulting in a State Disaster Declaration by the Governor of the State of Illinois. Beginning in 2023, no specific funds will be allocated in the Action Plan as few disasters have been declared in the last several years. However, funds will be reallocated from the Economic Development allocation if the need arises.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Each application <u>must</u> include the Unit of General Local Government's (UGLG's) most recent audit. If unavailable, please contact the Department to determine potential alternative documentation.</p> <ol style="list-style-type: none"> 1. All required application forms must be completed with appropriate backup documentation. 2. The Department reserves the right to designate an application DO NOT FUND, and not complete the rest of its review for the following reasons: Using self-created forms. Forged, copied, taped, pasted or any alterations to original signatures or dates. <p>The project must qualify for the National Objective of Urgent Need, however, the percentage of Low-to-Moderate income persons in the area must be provided. If the area meets or exceeds 51% LMI, the National Objective of LMI will be utilized in the grant award</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>Application Guidelines and forms can be found at: https://dceo.illinois.gov/</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>N/A</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	<p>N/A</p>

Describe how resources will be allocated among funding categories.	Program Category	Budget	Ceiling	Deadline
	<i>Ongoing (non-competitive Programs)</i>			
	Economic Development (ED)	\$1,980,641	\$1,000,000	NA
	Disaster Response (DR)	\$0	\$250,000	NA
	<i>Competitive Programs</i>			
	Public Infrastructure (PI)	\$19,500,000	\$1,500,000	TBD
	Housing Rehabilitation (HR)	\$7,000,000	\$650,000	TBD
	Describe threshold factors and grant size limits.	Applications must come after a State Disaster Declaration by the Governor for the area. Grant limit is \$250,000 unless the limit is waived by DCEO's Director.		

	What are the outcome measures expected as a result of the method of distribution?	Unknown at this time.
2	State Program Name:	CDBG Economic Development Program
	Funding Sources:	CDBG
	Describe the state program addressed by the Method of Distribution.	Projects which create and/or retain private, permanent jobs in the industrial and commercial sector will be considered under this component. To be competitive, projects should attract sizable private investment, have solid commitments to create or retain permanent jobs, demonstrate financial feasibility, and benefit low- to moderate-income persons. Further, there must be evidence that the project and related investment would not occur without CDBG involvement.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>Application Guidelines and forms can be found at: https://dceo.illinois.gov/</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>N/A</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	<p>N/A</p>

Describe how resources will be allocated among funding categories.	Program Category	Budget	Ceiling	Deadline
	<u>Ongoing (non-competitive Programs)</u>			
	Economic Development (ED)	\$1,980,641	\$1,000,000	NA
	Disaster Response (DR)	\$0	\$250,000	NA
	<u>Competitive Programs</u>			
	Public Infrastructure (PI)	\$19,500,000	\$1,500,000	TBD
	Housing Rehabilitation (HR)	\$7,000,000	\$650,000	TBD
Describe threshold factors and grant size limits.	CDBG Economic Development component funds may be used to assist for-profit and not-for-profit firms to carry out economic development projects. Generally, CDBG grant funds will be provided by the unit of local government to the profit or not-for-profit business under a financial assistance agreement at agreed upon terms.			
	1. The business may use funds for: 1. Acquisition of land or building; 2. Purchase or installation of fixtures; 3. Construction, reconstruction, installation or rehabilitation of commercial or industrial buildings, structures and other real property); 4. Leasehold improvements; and 5. Working capital expenses (inventory, employee salaries, general operating expenses and advertising/marketing expenses. 2. Units of local government may use CDBG funds for public infrastructure improvements in support of economic development			

	What are the outcome measures expected as a result of the method of distribution?	The number of persons and businesses served for the Economic Development program is calculated by dividing the program budget of \$3,000,000 by the grant ceiling of \$1,000,000; equating to 2 businesses; and then multiplying by the jobs to dollars ratio of \$1 to \$25,000; equaling 79.
3	State Program Name:	CDBG Housing Rehabilitation Program
	Funding Sources:	CDBG
	Describe the state program addressed by the Method of Distribution.	The program targets housing projects which preserve single-family, owner-occupied housing and encourage neighborhood revitalization. The funds are available to address housing needs of eligible low-to-moderate income households

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>The maximum available points per application are 100 points. The maximum scores available for each of the four scoring criteria are:</p> <ol style="list-style-type: none"> <u>1. Project Need Maximum Score 20 Points</u> Project Need may be established based on the low-to-moderate income of an entire community, an individual census block, combined census blocks, or a target area. The score will be based on total percentage of LMI households in the project area. <u>2. Project Impact Maximum Score 20 Points</u> In order to document an achievable impact in the project area, a minimum number of completed Housing Needs Surveys must be submitted with the application; the equivalent of two times the projects proposed scope of work. <u>3. Coordination of Resources Maximum Score 30 Points</u> Scores will be provided based upon the applicant submission of documentation of additional resources which will provide assistance to LMI households in coordination with the CDBG housing programs. <u>4. Project Readiness Maximum Score 30 Points</u> Scores will be provided based upon the applicant's submission of documentation that all administrative and technical issues involved in assuring a successful housing project have been addressed
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>Application Guidelines and forms can be found at: https://dceo.illinois.gov/</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	

	<p>Describe how resources will be allocated among funding categories.</p>	<p><u>Program Category Budget Ceiling Deadline</u></p> <p><i><u>Ongoing (non-competitive Programs)</u></i></p> <p>Economic Development (ED) \$1,980,641 \$1,000,000 NA</p> <p>Disaster Response (DR) \$0 \$250,000 NA</p> <p><i><u>Competitive Programs</u></i></p> <p>Public Infrastructure (PI) \$19,500,000 \$1,500,000 TBD</p> <p>Housing Rehabilitation (HR) \$7,000,000 \$650,000 TBD</p>
	<p>Describe threshold factors and grant size limits.</p>	<p>Benefit to Low-and-Moderate Income Persons: Each application must include documentation that the proposed project will benefit 100% low-to-moderate income persons. Those projects benefiting less than 100% low-to-moderate income persons will not be considered further.</p> <p>Minimum grant award is \$300,000; grant ceiling is \$650,000</p>

	What are the outcome measures expected as a result of the method of distribution?	CDBG Housing Rehabilitation Program goals are determined by dividing the program budget of \$7,000,000 by the grant ceiling of \$650,000 to equal 11 grants, required by the required number of homes (10) per grant to equate to 110
4	State Program Name:	CDBG Public Infrastructure Program
	Funding Sources:	CDBG
	Describe the state program addressed by the Method of Distribution.	The objective of this competitive program component is to fund public infrastructure projects, with priority given to projects involving water and sanitary systems, or storm sewer upgrades

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Projects will be evaluated according to the criteria noted below.</p> <ol style="list-style-type: none"> 1. Inclusion in an Opportunity Zone (5 percent of overall score) 2. Inclusion in a DCEO Underserved Area (5 percent of overall score) 3. Project Impact/Per Capita Cost: In order to maximize the number of beneficiaries, points will be assigned according to the grant funds requested per person served. A maximum of ten points will be assigned to projects requesting \$1,000 or less per person served. No points will be assigned to projects requesting \$5,000 or more per person. 4. Additional Funding: Additional points will be assessed for communities contributing other funding toward the completion of the proposed project. A maximum of 5 points will be assigned to projects contributing \$150,000 or more of the total project costs. No points will be assigned to projects contributing less than \$50,000. <p>Threat to Health & Safety/Urgency (25 percent of overall score): The degree to which present conditions affect public health and safety, and the severity and immediacy of the problem</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>Application Guidelines and forms can be found at: https://dceo.illinois.gov/</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	

<p>Describe how resources will be allocated among funding categories.</p>	<p><u>Program Category Budget Ceiling Deadline</u></p> <p><u>Ongoing (non-competitive Programs)</u></p> <p>Economic Development (ED) \$1,980,641 \$1,000,000 NA</p> <p>Disaster Response (DR) \$0 \$250,000 NA</p> <p><u>Competitive Programs</u></p> <p>Public Infrastructure (PI) \$19,500,000 \$1,500,000 TBD</p> <p>Housing Rehabilitation (HR) \$7,000,000 \$650,000 TBD</p>
<p>Describe threshold factors and grant size limits.</p>	<p>1.Low to Moderate Income Benefit Requirement: Each application must include documentation that the proposed project will benefit at least 51.0 percent LMI persons.</p> <p>2.Documentation of Threat to Health and Safety: Each application should detail the public infrastructure needs to be addressed by the proposed project.</p> <p>3.Water and Sewer Rates: A fundamental principle of utility fund financing is that user rates should be sufficient to fund the entire cost of utility system operations.</p> <p>Minimum grant award is \$300,000; grant ceiling is \$1,500,000</p>

	What are the outcome measures expected as a result of the method of distribution?	The number of persons served for the Public Infrastructure program is calculated by dividing the program budget of \$19,500,000 by the grant ceiling of \$1,500,000; equating to 13; and then multiplying by the average number of persons served by each Public Infrastructure grant (500); equaling 6500.
5	State Program Name:	Emergency Solutions Grants Program
	Funding Sources:	ESG
	Describe the state program addressed by the Method of Distribution.	The Emergency Solutions Grants provides funding to engage homeless individuals and families living on the street: improve the number and quality of emergency shelters for homeless individuals and families: help operate these shelters; provide essential services to shelter residents; rapidly re-house homeless individuals and families and prevent families/individuals from becoming homeless.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Recommendations for funding are based on: the needs assessment conducted by the regional Homeless Continuums of Care, housing analysis, and performance of the provider agency (based on HMIS (Homeless Management Information System) and other factors).</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>Deliberate steps are taken to identify the providers, either units of local government or not-for-profit organizations, based on regional need and the ability to administer and expend the funds. The Department uses a formula-based spreadsheet in order to determine the amount of ESG funding for each Continuum of Care (CoC). The spreadsheet includes statistical data for poverty, housing, population, etc.. These amounts are then provided to each CoC with a request for funding recommendations. They are asked to provide the organization name, amount of funding recommended, and the activities recommended for funding. The recommended organizations are required to submit a completed application including a budget. The applications are reviewed for completeness by at least 2 staff persons. If necessary, a list of "Outstanding Application Requirements" is sent to the provider detailing documentation that is still needed.</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	

	Describe how resources will be allocated among funding categories.	Resources are allocated to eligible ESG activities based on Continuum of Care recommendations as needs vary across the communities.
	Describe threshold factors and grant size limits.	ESG minimum grant award is \$25,000. Recipients must be a participating member of a Homeless Continuum of Care.

	What are the outcome measures expected as a result of the method of distribution?	ESG funds will be used to provide affordability of decent housing through homeless prevention and rapid re-housing activities; and will provide availability/accessibility of a suitable living environment to homeless individual and families who need emergency shelter.
6	State Program Name:	HOME Multifamily (including CHDO)
	Funding Sources:	HOME
	Describe the state program addressed by the Method of Distribution.	Multifamily new construction and rehabilitation (including Community Housing Development Organizations - CHDOs)

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Review and selection criteria include but are not limited to financial feasibility (using IHDA-published underwriting criteria), site and market feasibility development/management team capacity and experience, site control, commitment of leveraged resources, and other factors. These factors increase if the Low-Income Housing Tax Credit is involved, as the program has its own separate application scoring system</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>N/A</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>N/A</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	<p>N/A</p>

	<p>Describe how resources will be allocated among funding categories.</p>	<p>Under the 2020-2024 Consolidated Plan, IHDA is only utilizing HOME funding for rental housing development/rehabilitation. The program uses IHDA's "Common" application and funding process. Funding allocation is based on a number of factors including available resources, anticipated program income, anticipated completion timeframe for existing programs, pipeline of approved projects requesting HOME funding, and alternative funding sources available, among other factors.</p>
	<p>Describe threshold factors and grant size limits.</p>	<p>Threshold factors are described in detail in the Multifamily common application referenced above. Grant (loan) size limits have been imposed for IHDA's subordinate debt sources (i.e., primarily HOME and (State) Affordable Housing Trust Fund) due to relative lack of availability to meet demand. It is primarily involving projects also seeking Low Income Housing Tax Credit assistance. For non-metro and AHPAA areas, it is set at 20% of total development costs, capped at a maximum request of \$2 million. For Chicago it is set at 10% of total development costs. For Chicago-metro, and other metro areas, it is set at 15% of total development costs, capped at a maximum request of \$1 million</p>

	What are the outcome measures expected as a result of the method of distribution?	<p>The State of Illinois will use the following HUD-determined Objective and Outcome statements for its CPD-HOME formula activities, expressed via the number of affordable housing units provided/preserved:</p> <p>Accessibility for the purpose of creating suitable living environments</p> <p>Accessibility for the purpose of creating economic opportunities</p> <p>Affordability for the purpose of providing decent affordable housing</p> <p>Affordability for the purpose of creating economic opportunities</p> <p>Sustainability for the purpose of creating suitable living environments</p> <p>Sustainability for the purpose of providing decent affordable housing</p>
7	State Program Name:	HOPWA Facility Based Rental Assistance
	Funding Sources:	HOPWA
	Describe the state program addressed by the Method of Distribution.	The HOPWA facility-based program will provide rent and supportive services to persons living with HIV/AIDS. The Illinois HOPWA program eligibility is based on the 80% area median income. The individual requesting housing assistance must demonstrate a need for housing assistance. Funding will expand to outside the Illinois HOPWA jurisdictional area.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>The Illinois Department of Public Health's (IDPH) application for HOPWA funding requires all applicants, including HIV Care Connect Regions, to describe the regional area to be served by the applicant, the population of persons with HIV/AIDS in the proposed regional area to be served, and the housing service needs not currently being addressed by available public and/or private resources within the proposed service area. IDPH requires a project plan and budget as part of the application process, including measurable goals, objectives, project coordination, and information on how the project would be continued if HOPWA funds were reduced or not available in future years. The application process is expected to fund Project sponsors located around the State. Facility based rental assistance will allow the State to ensure that housing is available to the most at-risk individuals living with HIV/AIDS that require the more intensive supportive living environment to deal with other issues.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>N/A</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>N/A</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	<p>Application process will be extended to the entire State with the intent to provide emergency and stable housing to individuals living with HIV/AIDS who are at-risk of unstable housing and/or homelessness. Stable housing provides a foundation for individuals with chronic illness such as HIV/AIDS, to improve their health outcomes</p>

	<p>Describe how resources will be allocated among funding categories.</p>	<p>Resources are allocated through the State of Illinois HIV Care Region and will be based on the guidelines established for the facility based rental assistance and funding availability. It is always critical to be mindful that to the best of the IDPH's ability we work to integrate HOPWA and Ryan White funds to ensure maximization of resources to have an enhanced impact on housing stability of the population served.</p>
	<p>Describe threshold factors and grant size limits.</p>	<p>HIV/AIDS designated housing facilities which are located in the HIV Care Connect Regions receive funding to service persons living with HIV/AIDS who need housing and supportive services. Maximum grant amounts are dependent on funding availability and are delineated by IDPH during the grant application process and all guidance that is outlined in the Program's standard operating procedures and policy manuals</p>

	What are the outcome measures expected as a result of the method of distribution?	Safe and affordable housing is the expected outcome of the method of distribution. Housing for persons with HIV/AIDS is an important component of the national response to AIDS. The National AIDS Strategy recognizes that housing is essential in providing health care and other support and sets a goal for ensuring that all persons with HIV have access to services and housing that is affordable, of high quality and responsive to their needs. The IDPH staff will monitor quality improvement and positive performance outcomes based on viral suppression of clients receiving HOPWA funded support. The IDPH Program has set an 85% or greater viral suppression goal as set by the United States National HIV strategy and the Ryan White Part B's integrated plan and 'Getting to Zero' alignment for HIV in the State of Illinois.
8	State Program Name:	HOPWA Facility-Based Housing Operations Assistance Program
	Funding Sources:	HOPWA
	Describe the state program addressed by the Method of Distribution.	The Department developed an application for use by all HIV Care Connect to prepare their initial HOPWA funding plans. The application required all project sponsors to describe the intended service area, the population of persons with HIV/AIDS, and the housing service needs not currently being addressed by available public and/or private resources within the service area. Additionally, the IDPH required a project plan and budget, including measurable goals and objectives, project coordination and how the project would be continued if HOPWA funds were reduced or not available in future years. The application process incorporated a deadline for submission of applications. Funding will be extended to the State of Illinois to ensure that needed services are provided to persons living with HIV/AIDS.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>The IDPH application for HOPWA funding requires all applicants, including HIV Care Connect Regions, to describe the regional area to be served by the applicant, the population of persons with HIV/AIDS in the proposed regional area to be served, and the housing service needs not currently being addressed by available public and/or private resources within the proposed service area. IDPH requires a project plan and budget as part of the application process, including measurable goals, objectives, project coordination, and information on how the project would be continued if HOPWA funds were reduced or not available in future years. The application process incorporates a deadline for submission of applications.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>N/A</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>N/A</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	<p>The sponsor selection process is based on the Lead Agencies that receive funding for Ryan White Title II funds. Each Regional Care Connect office has a local advisory board to assist the lead agency with determining priority services. The Department allows the HIV Care Connect Lead Agents to subcontract with local service providers for housing services. The IDPH Program hosts meetings with lead agencies, giving instruction on how to include faith-based organizations as entities eligible to apply for funding. This type of collaboration brings a wide variety of people together to address a very complex disease. The HIV Care Regions have experience in identifying needs, planning, contracting for services, developing formal linkages with service providers, and providing a continuum of care to persons with HIV/AIDS. The work plan will include descriptions of populations to be served, the care and service needs of the populations and ways in which the HIV Care Connect Regions will ensure that the most in need will receive housing assistance. The application required all HIV Care Connect Regions to describe the intended regional area to be served, the population of persons with HIV/AIDS, and the housing service needs not currently being addressed by public and private resources within the service area.</p>

	<p>Describe how resources will be allocated among funding categories.</p>	<p>The application required a description of all housing categories to be provided. The application required all project sponsors to describe the intended service area, the population of persons with HIV/AIDS, and the housing service needs not currently being addressed by available public and/or private resources within the service area. Additionally, the IDPH required a project plan and budget, including measurable goals and objectives, project coordination and how the project would be continued if HOPWA funds were reduced or not available in future years. In addition, resources are allocated through the State of Illinois HIV Care Region and will be based on the guidelines established for the facility based rental assistance and funding availability. It is always critical to be mindful that to the best of the IDPH's ability we work to integrate HOPWA and Ryan White funds to ensure maximization of resources to have an enhanced impact on housing stability of the population served.</p>
	<p>Describe threshold factors and grant size limits.</p>	<p>AIDS designated housing facilities which are located in the HIV Care Connect Region received funding to service persons living HIV/AIDS who need housing and supportive services. Maximum grant amounts are dependent on funding availability and are delineated by IDPH during the grant application process and all guidance that are outlined in Program standard's operating procedures and policy manuals.</p>

	What are the outcome measures expected as a result of the method of distribution?	Safe and affordable housing is the expected outcome of the method of distribution. Housing for persons with HIV/AIDS is an important component of the national response to AIDS. The National AIDS Strategy recognizes that housing is essential in providing health care and other support and sets a goal for ensuring that all persons with HIV have access to services and housing that is affordable, of high quality and responsive to their needs. The IDPH staff will monitor quality improvement and positive performance outcomes based on viral suppression of clients receiving HOPWA funded support. The IDPH Program as set an 85% or greater viral suppression goal as set by the United States National HIV strategy and the Ryan White Part B integrated plan and Getting to Zero alignment for HIV in the State of Illinois.
9	State Program Name:	HOPWA Facility-Based Housing Rehabilitation and Repair
	Funding Sources:	HOPWA
	Describe the state program addressed by the Method of Distribution.	Not Provided in the 2024 federal grant area.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>Not Provided in the 2024 federal grant area.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>N/A</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>N/A</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	<p>Not Provided in the 2024 federal grant area.</p>

	Describe how resources will be allocated among funding categories.	Not Provided in the 2024 federal grant area.
	Describe threshold factors and grant size limits.	Not Provided in the 2024 federal grant area.

	What are the outcome measures expected as a result of the method of distribution?	Not Provided in the 2024 federal grant area.
10	State Program Name:	HOPWA Permanent Housing Placement Services
	Funding Sources:	HOPWA
	Describe the state program addressed by the Method of Distribution.	Funding will provide individuals with HIV/AIDS, first month rent and security deposits to establish permanent residential housing.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>IDPH's application for HOPWA funding requires all applicants, including HIV Care Connect Regions, to describe the regional area to be served by the applicant, the population of persons with HIV/AIDS in the proposed regional area to be served, and the housing service needs not currently being addressed by available public and/or private resources within the proposed service area. IDPH requires a project plan and budget as part of the application process, including measurable goals, objectives, project coordination, and information on how the project would be continued if HOPWA funds were reduced or not available in future years. The application process is expected to fund Project sponsors located around the State. PHP will allow the State to ensure that housing is available to the most at-risk individuals living with HIV/AIDS that require the more intensive supportive living environment to deal with other issues. Permanent Housing will be used to provide first month rent and security deposits to enable persons with HIV /AIDS to acquire housing.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>N/A</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>N/A</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	<p>The Application process will be extended to the entire State with the intent to provide emergency and stable housing to individuals living with HIV/AIDS who are at-risk of homelessness. Stable housing provides a foundation for individuals with chronic illness such as HIV/AIDS, to improve their health outcomes. The sponsor selection process is based on the Lead Agencies that receive funding for Ryan White Title II funds. Each Regional Care Connect office has a local advisory board to assist the lead agency with determining priority services. The Department allows the HIV Care Connect Lead Agents to subcontract with local service providers for housing services. The Department holds meetings with lead agencies, giving instruction on how to include faith-based organizations as entities eligible to apply for funding. The type of collaboration brings a wide variety of people together to address a very complex disease. The HIV Care regions have experience in identifying needs, planning, contracting for services, developing formal linkages with service providers, and providing a continuum of care to persons with HIV/AIDS. The work plan will include descriptions of populations to be served, the care and service needs of the populations and ways in which the HIV Care Connect Regions will ensure that the most in need will receive housing assistance. The application requires all HIV Care Connect Regions to describe the intended regional area to be served, the population of persons with HIV/AIDS, and the housing service needs not currently being addressed by public and private resources within the service area.</p>

	Describe how resources will be allocated among funding categories.	Resources that are allocated through the State of Illinois HIV Care Regions and will be based on the guidelines established for Permanent Housing Placement and funding availability through the grant making process first for estimates; and then as utilization is captured throughout the grant year with monthly monitoring. It is always critical to be mindful that to the best of the IDPH's ability we work to integrate HOPWA and Ryan White funds to ensure maximization of resources to have an enhanced impact on housing stability of the population served
	Describe threshold factors and grant size limits.	Resources that are allocated through the State of Illinois HIV Care Region and will be based on the guidelines established for PHP and funding availability based on past year utilization figures

	What are the outcome measures expected as a result of the method of distribution?	Safe and affordable housing is the expected outcome of the method of distribution. Housing for persons with HIV/AIDS is an important component of the national response to AIDS. The National AIDS Strategy recognizes that housing is essential in providing health care and other support and sets a goal for ensuring that all persons with HIV have access to services and housing that is affordable, of high quality and responsive to their needs. The IDPH staff will monitor quality improvement and positive performance outcomes based on viral suppression of clients receiving HOPWA funded support. The IDPH Program as set an 85% or greater viral suppression goal as set by the United States National HIV strategy and the Ryan White Part B integrated plan and “Getting to Zero” alignment for HIV in the State of Illinois
11	State Program Name:	HOPWA Short-term Rent, Utility, Mortgage Program
	Funding Sources:	HOPWA
	Describe the state program addressed by the Method of Distribution.	The HOPWA Short-term Rent, Utility and Mortgage Program (STRUM) provides rent, mortgage and utility assistance to persons living with HIV/AIDS. The Illinois HOPWA program eligibility is based on the 80% area median income. The individual requesting housing assistance must demonstrate a need for housing assistance. In addition, the IDPH housing service caps are instituted under the HOPWA program to include uniformity and non-discrimination to households requesting rent, mortgage, or utility assistance. Caps are determined by fair market rents/rent reasonableness.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>The Illinois Department of Public Health's application for HOPWA funding requires all applicants, including HIV Care Connect Regions, to describe the regional area to be served by the applicant, the population of persons with HIV/AIDS in the proposed regional area to be served, and the housing service needs not currently being addressed by available public and/or private resources within the proposed service area. IDPH requires a project plan and budget as part of the application process, including measurable goals, objectives, project coordination, and information on how the project would be continued if HOPWA funds were reduced or not available in future years. The application process incorporates a deadline for submission of applications.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>N/A</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>N/A</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	<p>Each Regional office has a local advisory board to assist the lead agency with determining priority services. The type of collaboration brings a wide variety of people together to address a very complex disease. The HIV Care regions have experience in identifying needs, planning, contracting for services, developing formal linkages with service providers, and providing a continuum of care to persons with HIV/AIDS. The work plan will include descriptions of populations to be served, the care and service needs of the populations and ways in which the HIV Care Connect Regions will ensure that the most in need will receive housing assistance. The application requires all HIV Care Connect Regions to describe the intended regional area to be served, the population of persons with HIV/AIDS, and the housing service needs not currently being addressed by public and private resources within the service area.</p>

<p>Describe how resources will be allocated among funding categories.</p>	<p>The application requires all project sponsors to describe the intended service area, the population of persons with HIV/AIDS, and the housing service needs not currently being addressed by available public and/or private resources within the service area. Additionally, the Department required a project plan and budget, including measurable goals and objectives, project coordination and how the project would be continued if HOPWA funds were reduced or not available in future years. Agencies are to describe the intended service area, the population of persons with HIV/AIDS, and the housing service needs not currently being addressed by available public and/or private resources within the service area. Additionally, the Department required a project plan and budget, including measurable goals and objectives, project coordination and how the project would be continued if HOPWA funds were reduced or not available in future years. As stated previously, resources are allocated through the State of Illinois HIV Care Region and will be based on the guidelines established for the STRMU availability. It is always critical to be mindful that to the best of the IDPH's ability we work to integrate HOPWA and Ryan White funds to ensure maximization of resources to have an enhanced impact on housing stability of the population served. Finally, it is critical to state that IDPH uses other funding sources to support STRU and HOPWA is only used for emergency purposes which requires prior approval by the IDPH Program Management. Mortgage Assistance is the only part of STRMU that is solely supported through HOPWA funds.</p>
<p>Describe threshold factors and grant size limits.</p>	<p>HIV Care Connect Region funding formula is based on an annual award amount that is based on prior utilization data. All HIV Care Connect funding is increased based on the increase in housing costs and the number of persons served. Funding is also based on local availability of resources as well as other community resources. The Department developed an application for use by all HIV Care Connect Regions to prepare their initial HOPWA funding plans. The application required all project sponsors to describe the intended service area, the population of persons with HIV/AIDS, and the housing service needs not currently being addressed by available public and/or private resources within the service area. Additionally, the Department required a project plan and budget, including measurable goals and objectives, project coordination and how the project would be continued if HOPWA funds were reduced or not available in future years. The application process incorporated a deadline for submission of applications.</p>

	What are the outcome measures expected as a result of the method of distribution?	The prevention of homelessness is the most important element of administering the HOPWA program. Persons living with HIV/AIDS require stable housing in order to receive effective treatment. All program activities must be administered in accordance with the Department of Housing and Urban Development HOPWA Rules and Regulations. HOPWA grantees are encouraged to develop community-wide strategies through forming partnerships with area non-profits to provide housing assistance and supportive services for eligible persons. HOPWA grantees are urged to require eligible clients to access mainstream entitlement housing and utility assistance programs before accessing HOPWA funds.
12	State Program Name:	HOPWA Tenant Based Rental Assistance
	Funding Sources:	HOPWA
	Describe the state program addressed by the Method of Distribution.	In the grant application, developed by the IDPH's Ryan White Part B Program staff, the Regional Care Lead Agents were required to describe the intent to provide tenant based rental assistance due to the number of persons living with HIV/AIDS that do not have an emergency need for receiving Short Term Rent Mortgage and Utility assistance. Stable housing provides a foundation for individuals with chronic illness such as HIV/AIDS, to improve their health outcomes.

<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>HIV Care Connect Region funding formula is based on an annual award amount that is based on the morbidity data. All HIV Care Connect funding is increased based on the increase in housing costs and the number of persons served. Funding is also based on local availability of resources as well as other community resources. The Department developed an application for use by all HIV Care Connect to prepare their initial HOPWA funding plans. The application required all project sponsors to describe the intended service area, the population of persons with HIV/AIDS, and the housing service needs not currently being addressed by available public and/or private resources within the service area. Additionally, the Department required a project plan and budget, including measurable goals and objectives, project coordination and how the project would be continued if HOPWA funds were reduced or not available in future years. The application process incorporated a deadline for submission of applications.</p>
<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	<p>N/A</p>

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>N/A</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	<p>The selection process will be opened to the entire State. The IDPH allows the HIV Care Connect Lead Agents to subcontract with local service providers for housing services. The IDPH will be holding meetings with lead agents, giving instruction on how to include faith-based organizations as entities eligible to apply for funding.</p>

	<p>Describe how resources will be allocated among funding categories.</p>	<p>Each Regional office has a local advisory board to assist the lead agency with determining priority services. The type of collaboration brings a wide variety of people together to address a very complex disease. The HIV Care regions have experience in identifying needs, planning, contracting for services, developing formal linkages with service providers, and providing a continuum of care to persons with HIV/AIDS. The work plan will include descriptions of populations to be served, the care and service needs of the populations and ways in which the HIV Care Connect Regions will ensure that the most in need will receive housing assistance. The application required all HIV Care Connect Regions to describe the intended regional area to be served, the population of persons with HIV/AIDS, and the housing service needs not currently being addressed by public and private resources within the service area</p>
	<p>Describe threshold factors and grant size limits.</p>	<p>Project Sponsors that are located in the State of Illinois can submit a request for providing Tenant Based Rental Assistance. Project Sponsors will receive funding to service persons living with HIV/AIDS who need housing and supportive services.</p>

	What are the outcome measures expected as a result of the method of distribution?	Safe and affordable housing is the expected outcome of the method of distribution. Housing for persons with HIV/AIDS is an important component of the national response to AIDS. The National AIDS Strategy recognizes that housing is essential in providing health care and other support and sets a goal for ensuring that all persons with HIV have access to services and housing that is affordable, of high quality and responsive to their needs. The IDPH staff will monitor quality improvement and positive performance outcomes based on viral suppression of clients receiving HOPWA funded support. The IDPH Program as set an 85% or greater viral suppression goal as set by the United States National HIV strategy and the Ryan White Part B's integrated plan and "Getting to Zero" alignment for HIV in the State of Illinois
13	State Program Name:	National Housing Trust Fund
	Funding Sources:	HTF

<p>Describe the state program addressed by the Method of Distribution.</p>	<p>The Illinois Housing Development Authority (IHDA) has been designated by the Governor as the administering State agency for the federal Housing Trust Fund (HTF). Authorizing statute and HUD's interim rule place specific parameters on the eligible uses of these funds. State federal HTF grantees are allowed to provide direct funding to subgrantee local governments to operate their own local programs/projects, but not required to do so. The State does not intend to use subgrantees in the 2023 funding cycle.</p> <p>Multi-family rental housing development (new construction or acquisition/rehabilitation. IHDA will not allow refinancing of existing debt as an eligible activity in the federal 2023 HTF Allocation Plan.</p> <p>If the national funding level falls below \$1 Billion, 100% of program funds must be used to benefit Extremely Low-Income (ELI) households, defined as 30% of area median income or less.</p> <p>States must use at least 80% of all funds (or 90% of program funds) for rental housing/renters. IHDA is allowed to use up to 10% of remaining program funds for homeownership assistance. IHDA will use 90% of all funds (100% of all program funds) for rental housing.</p> <p>There is also an allowance to use up to 10% of all funds for general administration and planning costs. IHDA will use said funds for this purpose, which also include affirmatively furthering fair housing activities.</p>
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<p>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</p>	<p>IHDA will use its Multi-Family “Common Application” as the major application format for HTF rental housing projects, the same one used for the LIHTC and HOME programs, along with supplemental information required by program rules (see below). IHDA’s process will include an initial completeness/eligibility scoring, review of mandatory requirements, underwriting, site and market review, peer review, internal Loan Committee and IHDA Board approval. A separate Request for Applications (RFA) process will be used if needed to expedite obligation of program funds. Under the RFA, IHDA requires that at least 10% of the total project cost be leveraged with non-IHDA resources. IHDA will not allow refinancing of existing debt as an eligible activity in the 2023 Allocation Plan of HTF, and reserves said right in following years.</p> <p><u>Geographic Diversity:</u> The State will distribute HTF funds statewide, subject to the Affordable Housing Planning and Appeal Act to the prioritizing applications that are consistent with the 2020-2024 Consolidated Plan, Section AP-50 Geographic Distribution. IHDA will strive to achieve maximum geographic diversity based on statewide applications and where applicable, aligning set-asides associated with other programs providing non-federal, leveraged funding to the HTF, rather than establish geographic set asides under the HTF. In an effort to increase geographic diversity, IHDA provides application workshops in different locations throughout the state.</p> <p><u>Applicant Capacity:</u> As part of IHDA’s application process, each proposed project’s development and management team will be reviewed to ensure that the developer/owner has appropriate experience, capacity, and staffing to own, develop, and manage the project if approved for funding. This will include IHDA’s past experience with team members, and review of HUD previous participation certificates where applicable. IHDA will also strongly encourage first-time developers to partner with an experienced non-profit or for-profit entity.</p> <p><u>Project-Based Rental Assistance:</u> IHDA will prioritize all rental projects which have committed or available federal, State, and local project-based rental assistance so that rents are affordable to ELI families. These may include: Section 8 Project-Based (preservation only); Project-Based Vouchers; Rental Housing Support Program; and Section 811 Project-Based Rental Assistance. It will utilize 30% of household income for rents and utilities as its standard.</p>
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		<p><u>Duration of Affordability Period:</u> Applicants must document the extent to which proposed rents are affordable, especially to ELI households. All projects will be required to establish a minimum 30-year affordability period. This will work well particularly for LIHTC projects (extended use) periods. Applicants are encouraged to establish longer affordability periods but must meet this minimum.</p> <p><u>Priority Housing Needs:</u> These are defined in the State's Comprehensive Planning Act, and include ELI households; low-income seniors; low-income persons with disabilities; homeless and at-risk homeless persons and families; low-income households residing in communities with ongoing community revitalization; preservation; live-near-work projects, and other homeless prevention for special needs individuals such as veterans' and people with criminal records.</p>
	<p>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</p>	N/A

<p>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</p>	<p>N/A</p>
<p>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</p>	<p>N/A</p>

<p>Describe how resources will be allocated among funding categories.</p>	<p>If the national funding level falls below \$1 Billion, 100% of program funds must be used to benefit Extremely Low-Income (ELI) households, defined as 30% of area median income or less. The 2023 Illinois HTF allocation is \$14,528,243.51. There is also allowance to use up to 10% of all funds (\$1,452,824 in 2023) for general administration and planning costs. IHDA will use said funds for this purpose, which also include affirmatively furthering fair housing activities. IHDA will not establish geographic set-asides for Illinois/HTF program funds but will strive to achieve maximum geographic diversity in its final funding decisions</p>
<p>Describe threshold factors and grant size limits.</p>	<p>Maximum Per Unit Development Subsidy Costs-Grand Total Hard Cost Limits: A Project's grand total hard costs, as calculated in the Common Application, are limited to the sum of the products of the hard cost limit by bedroom type and the number of units, by bedroom type, in the Project. See "Grand Total Hard Costs" on the IHDA website for a complete breakdown of cost per bedroom size regarding the City of Chicago, and Chicago Metropolitan Areas; Other Metro; and Non-metro areas. Maximum allowable for 4+bedroom size in City of Chicago and Chicago Metro Area is \$621,575 per unit.</p> <p>Maximum HTF Grant Limit is \$10,000,000, not to exceed 90% of total projects cost</p>

	<p>What are the outcome measures expected as a result of the method of distribution?</p>	<p>IHDA will utilize the same performance measurements and outcomes criteria that it has used for the HOME Program (Multi-Family). These are included in the State’s Five-Year Consolidated Plan – Strategic Plan and Annual Action Plan goals.</p> <p>The State of Illinois will use the following HUD-determined Objective and Outcome statements for its CPD-HTF formula activities, expressed via the number of affordable housing units provided/preserved:</p> <ul style="list-style-type: none"> • Accessibility for the purpose of creating suitable living environments <ul style="list-style-type: none"> • Accessibility for the purpose of creating economic opportunities • Affordability for the purpose of providing decent affordable housing • Affordability for the purpose of creating economic opportunities • Sustainability for the purpose of creating suitable living environments • Sustainability for the purpose of providing decent affordable housing
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Discussion:

AP-35 Projects – (Optional)

Introduction:

Projects will be inputted as they are approved by the State.

#	Project Name
1	2024-2025 ILH24F999 Project of Quad Cities
2	2024-2025 ILH24F999 UIC - Positive Solutions
3	2024-2025 ILH24F999 SIU - School of Medicine
4	2024-2025 ILH24F999 St. Clair Co. HD
5	2024-2025 ILH24F999 Jackson Co. HD
6	2024-2025 ILH24F999 Champaign UPHD
7	2024-2025 ILH24F999 AFC - Collar
8	2024-2025 ILH24F999 AFC - Cook
9	HOME Admin FY24
10	Lafayette Apartments MHR-12127
11	NHTF Admin FY24

Table 9 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

In awarding HOME funds, the Authority will target low- and very-low-income households. Funds will be initially targeted to areas of the State that did not receive direct allocations of HOME Program funds from HUD. Rehabilitation of existing rental housing will help sustain the supply of affordable rental units and decrease the cost burden for low- and very low-income families. New construction of units will provide affordable housing in areas where there exists a demand for new low-income units, and when HOME funding assistance is needed to make units affordable to low-income households.

AP-38 Project Summary

Project Summary Information

1	Project Name	2024-2025 ILH24F999 Project of Quad Cities
	Target Area	Statewide Distribution
	Goals Supported	Housing For Persons with HIV/AIDS
	Needs Addressed	Affordable Housing Special Needs
	Funding	HOPWA: \$23,260,303
	Description	Provide housing services to persons living with HIV in Central Illinois
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	HOPWA Tenant Based Rental Assistance, HOPWA Permanent Housing Placement, and HOPWA Supportive Services
2	Project Name	2024-2025 ILH24F999 UIC - Positive Solutions
	Target Area	Statewide Distribution
	Goals Supported	Housing For Persons with HIV/AIDS
	Needs Addressed	Affordable Housing Special Needs
	Funding	HOPWA: \$336,270

	Description	Provide housing services to persons living with HIV in Central Illinois
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	HOPWA Tenant Based Rental Assistance, HOPWA Permanent Housing Placement, and HOPWA Supportive Services
3	Project Name	2024-2025 ILH24F999 SIU - School of Medicine
	Target Area	Statewide Distribution
	Goals Supported	Housing For Persons with HIV/AIDS
	Needs Addressed	Affordable Housing Special Needs
	Funding	HOPWA: \$137,934
	Description	Provide housing services to persons living with HIV in Central Illinois
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	HOPWA Tenant Based Rental Assistance, HOPWA Permanent Housing Placement, and HOPWA Supportive Services
4	Project Name	2024-2025 ILH24F999 St. Clair Co. HD
	Target Area	Statewide Distribution
	Goals Supported	Housing For Persons with HIV/AIDS

	Needs Addressed	Affordable Housing Special Needs
	Funding	HOPWA: \$57,192
	Description	Provide housing services to persons living with HIV in Central Illinois
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	HOPWA Tenant Based Rental Assistance, HOPWA Permanent Housing Placement, and HOPWA Supportive Services
5	Project Name	2024-2025 ILH24F999 Jackson Co. HD
	Target Area	Statewide Distribution
	Goals Supported	Housing For Persons with HIV/AIDS
	Needs Addressed	Affordable Housing Special Needs
	Funding	HOPWA: \$63,527
	Description	Provide housing services to persons living with HIV in Central Illinois
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	HOPWA Tenant Based Rental Assistance, HOPWA Permanent Housing Placement, and HOPWA Supportive Services

6	Project Name	2024-2025 ILH24F999 Champaign UPHD
	Target Area	Statewide Distribution
	Goals Supported	Housing For Persons with HIV/AIDS
	Needs Addressed	Affordable Housing Special Needs
	Funding	HOPWA: \$191,038
	Description	Provide housing services to persons living with HIV in Central Illinois
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	HOPWA Tenant Based Rental Assistance, HOPWA Permanent Housing Placement, and HOPWA Supportive Services
7	Project Name	2024-2025 ILH24F999 AFC - Collar
	Target Area	Statewide Distribution
	Goals Supported	Housing For Persons with HIV/AIDS
	Needs Addressed	Affordable Housing Special Needs
	Funding	HOPWA: \$571,088
	Description	Provide housing services to persons living with HIV in Central Illinois
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	

	Location Description	
	Planned Activities	HOPWA Tenant Based Rental Assistance, HOPWA Permanent Housing Placement, and HOPWA Supportive Services
8	Project Name	2024-2025 ILH24F999 AFC - Cook
	Target Area	Statewide Distribution
	Goals Supported	Housing For Persons with HIV/AIDS
	Needs Addressed	Affordable Housing Special Needs
	Funding	HOPWA: \$1,963,217
	Description	Provide housing services to persons living with HIV in Central Illinois
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	HOPWA Tenant Based Rental Assistance, HOPWA Permanent Housing Placement, and HOPWA Supportive Services
9	Project Name	HOME Admin FY24
	Target Area	Statewide Distribution
	Goals Supported	Multifamily Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	HOME: \$1,909,580
	Description	

	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	HOME Administrative Funds
10	Project Name	Lafayette Apartments MHR-12127
	Target Area	Statewide Distribution
	Goals Supported	Multifamily Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	HOME: \$2,374,000
	Description	
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	14 HOME Rental Households
	Location Description	411 Mulberry Street, Rockford, IL 61101
	Planned Activities	Acquisition and Rehab
11	Project Name	NHTF Admin FY24
	Target Area	
	Goals Supported	Housing Trust Fund Goals
	Needs Addressed	Affordable Housing
	Funding	HTF: \$1,452,824
	Description	FY24 Admin

	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

AP-40 Section 108 Loan Guarantee – 91.320(k)(1)(ii)

Will the state help non-entitlement units of general local government to apply for Section 108 loan funds?

No

Available Grant Amounts

N/A

Acceptance process of applications

N/A

AP-45 Community Revitalization Strategies – 91.320(k)(1)(ii)

Will the state allow units of general local government to carry out community revitalization strategies?

No

State's Process and Criteria for approving local government revitalization strategies

N/A

AP-50 Geographic Distribution – 91.320(f)

Description of the geographic areas of the state (including areas of low-income and minority concentration) where assistance will be directed

The State has identified very and extremely low-income households as one of the priority populations under the Consolidated Plan. The State also places a high value on quality location of projects and availability of resources and access to amenities. HUD provides CDBG funds to DCEO primarily for projects in non-entitlement/non-urban areas. Since the CDBG program does limit the ability to utilize CDBG funds for housing beyond housing rehabilitation, the Department of Commerce and Economic Opportunity, as administrator of CDBG, targets CDBG funds to owner-occupied households in non-entitlement/non-urban areas. Under the HOME Program, IHDA expends the majority of its HOME Program funding for rental housing through its rental housing development program. To some extent, the expenditure of CDBG, HOME Program and other program funds on housing programs is driven by the market. The Authority's impact in opportunity areas within the State is limited by applications for funding in these areas, but is interested in partnering with other community organizations. This is achieved primarily through the Low-Income Housing Tax Credit program.

The State is also exploring opportunities to expend significant HOME funds in areas with identified concentrations of low-income and minority populations.

CDBG/Community Development Block Grant Program funding is only available to communities that are not direct Entitlements (receive their own direct CDBG allocation).

ESG is geographically dispersed to the Illinois Continuum of Care agencies.

HOPWA is geographically dispersed to the Illinois HIV Care Consortia regions.

The national HTF will be dispersed statewide. IHDA has not established geographic set-asides, but strives to achieve maximum geographic diversity in its final funding decisions.

Geographic Distribution

Target Area	Percentage of Funds
Statewide Distribution	100

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The State has not established a policy of targeting its funds within already federally or State-defined eligible areas of the State to more specific jurisdictions or regions. If absolute need numbers were used to determine resource allocations of programs, areas with less densely populated communities (e.g. rural areas, small cities, suburban areas with comparatively lower numbers of low and very low-income

households versus total households) would be discriminated against, as most of the assistance would then go to large urban centers exclusively. The State agencies administering federal and State programs will continue to make concerted efforts to provide more outreach and technical assistance (e.g. workshops) to eligible applicants to ensure that information on affordable housing, economic development and public facilities programs is available on an equitable basis.

Discussion

The State of Illinois has established guidelines for all its programs, but has also worked hard to retain the flexibility needed for local governments, non-profits, and developers to apply for projects that meet local market needs. As such, the only major factor governing geographic distribution under each of IHDA's programs is the enabling law or statute for that program. The State does not target its funds by racial or ethnic group. Income is already a major targeting mechanism under almost all of IHDA's as well as HUD's programs. Under its LIHTC Program, however, IHDA does incentivize affordable rental housing applications from local opportunity areas.

Affordable Housing

AP-55 Affordable Housing – 24 CFR 91.320(g)

Introduction:

The CDBG Housing Rehabilitation Program targets housing projects which preserve single-family, owner-occupied housing and encourages neighborhood revitalization. The goal is established by taking the amount of funding available, dividing it by the grant ceiling and multiplying the number by the required number of homes completed with a grant.

The Illinois Department of Public Health (IDPH) has expanded its Tenant Based Rental Assistance (TBRA) and HOPWA Permanent Housing Placement Services (PHP) statewide throughout the Ryan White Part B (RWPB) Lead Agent grant agreement. In addition, the IDPH continues to utilize a portion of its HOPWA funds to support Mortgage Assistance statewide as means to prevent loss of stable housing for HIV individuals.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	139
Special-Needs	300
Total	439

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	300
The Production of New Units	84
Rehab of Existing Units	55
Acquisition of Existing Units	0
Total	439

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion:

Production of 49 new units includes anticipated units through HOME Multifamily

Rehab of 32 existing units includes anticipated units through HOME Multifamily

Production of 35 new units includes anticipated units through National Housing Trust Fund

Rehab of 23 existing units includes anticipated units through National Housing Trust Fund

Rehab of existing units includes ____ anticipated units through CDBG single-family Housing Rehabilitation

Rental assistance includes the ESG goal of __,____ households assisted through Rapid Re-Housing.

Rental assistance included the HOPWA goal of 300 households assisted through short-term rent and mortgage assistance (STRMU), Tenant Based Rental Assistance (TBRA), Permanent Housing Facilities and Permanent Housing Placement (PHP)

AP-60 Public Housing - 24 CFR 91.320(j)

Introduction:

With passage of the Quality Housing and Work Responsibility Act of 1998, States have a more pronounced role in working with local Public Housing Authorities. The State of Illinois does not own or operate any public housing as a public housing authority. Accordingly, the State does not expect to play a management role in encouraging residents of public housing to become more involved in the management of public housing. All public housing authorities are required by HUD to have Resident Councils or Advisory Boards. They are also required to have a resident serving as a member on their Board of Commissioners. The Council/Advisory Board must review and comment on the public housing authority's Annual Agency plan prior to submittal to HUD.

Actions planned during the next year to address the needs to public housing

* The Consolidated Plan-Action Plan and the Annual Performance Report documents are sent to all public housing authorities (PHAs) in Illinois. PHAs will remain part of the regular notification and distribution process for Consolidated Plan documents.

* PHAs are sent an email inviting them to attend the public hearings on the Consolidated Plan.

*IHDA took on the additional role of certifying the Consistency of PHA Agency Plans with the State Consolidated Plan (for all PHAs serving non-Entitlement areas which are not covered by a local Consolidated Plan). IHDA has kept the Illinois Association of Housing Authorities (IAHA) and the Illinois Chapter of the National Association of Housing and Redevelopment Officials (NAHRO) informed of these procedures.

*IHDA will benefit from reviewing the Agency Plans by obtaining information on PHA waiting lists. These assist IHDA in both its future site and market studies and in future program planning. IHDA also works with a number of PHAs on converting Housing Choice Vouchers to Project-Based Assistance, especially under the Low-Income Housing Tax Credit Program.

*IHDA has also worked with a number of PHAs on Rental Assistance Demonstration programs to convert public housing into Section 8 project-based housing units.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The State of Illinois does not own or operate any public housing as a State public housing authority. As such, it does not anticipate any major State involvement in this area, except to continue to provide related program information to interested parties through the SPAR/CR division as part of its housing information clearinghouse, and at related Illinois NAHRO and IAHA conferences, including housing

authorities that may be establishing homeownership programs through their Agency Plans

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

For troubled PHAs, the State can, upon local request, provide outreach and technical assistance in an effort to better assess and evaluate options for improving operations, resolving non-compliance problems, and identifying other housing-related needs and issues.

Discussion:

Due to increased emphasis on further meeting the housing needs of identified, underserved populations, the State (primarily through IHDA) plans to continue its funding activities with public housing authorities and their non-profit subsidiaries. IHDA will continue to work with PHAs and their non-profit subsidiaries to do both preservation and single-family new construction for rental housing and homeownership, as well as RAD conversion projects referenced earlier.

AP-65 Homeless and Other Special Needs Activities – 91.320(h)

Introduction

HUD's Continuum of Care (CoC) and Rural Housing Stability Assistance Programs provide major federal funding to promote community-wide commitment to the goal of ending homelessness, supporting efforts by nonprofit providers and State and local governments to quickly re-house homeless individuals and families while minimizing the trauma and dislocation caused to individuals, families, and communities by homelessness. The programs promote access to, and effective utilization of mainstream programs to optimize self-sufficiency among individuals and families experiencing homelessness. Coordination with local CoCs is a major strategy under the State's Emergency Solutions Grants (ESG) Program to end homelessness. ESG prioritizes assistance to Very and Extremely Low-Income Households, Homeless and At-Risk Homeless Persons and Families, and Homeless Persons with Disabilities. The State supports applications by eligible CoCs under HUD's Continuum of Care and Rural Housing Stability Assistance Programs, including the review of CoC applications under HUD's programs in order to provide Certifications of Consistency with the State's Consolidated Plan.

HUD's definition of "chronically homeless" assists grantees in focusing their Continuum of Care homeless programs on persons with the longest histories of homelessness, who often also have the highest need.

Under the final rule, chronically homeless means:

(1) A "homeless individual with a disability," as defined in section 401(9) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11360(9)), who:

(i) Lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and

(ii) Has been homeless and living as described in paragraph (1) (i) of this definition continuously for at least 12 months or on at least 4 separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights of not living as described in paragraph (1)(i). Stays in institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter immediately before entering the institutional care facility;

(2) An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in paragraph (1) of this definition, before entering that facility; or

(3) A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in paragraph (1) or (2) of this definition, including a family

whose composition has fluctuated while the head of household has been homeless.

Every CoC has established a coordinated entry program.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

As ESG grantees and State ESG subgrantees, Continuum of Care organizations conduct homeless outreach through their local jurisdictions and set their funding priorities based on the outcome. IDHS collects information from its providers in the annual ESG application. The 2023 State ESG Allocation is \$5,427,961.

The IDoA's Colbert Consent Decree Parties have an Implementation Plan to help coordinate agency services and ease the transition process for Class Members. The Consent Decree and Nursing Home Deflection Program work to prevent future people from entering the institutional system if it is unwanted. DHS' Williams Consent Decree Parties are also working on closing the front door to Institutes for Mental Disease and preventing inappropriate institutionalization in the future.

Addressing the emergency shelter and transitional housing needs of homeless persons

Housing relocation and stabilization services and short- and/or medium-term rental assistance is provided as necessary to help individuals or families living in shelters or in places not meant for human habitation move as quickly as possible into permanent housing and achieve stability in that housing.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Emergency Solutions Grants provide services to aid homeless persons. Services funded include: case management, childcare, education services, employment assistance and job training, outpatient health services, legal services, life skills training, mental health services, substance abuse treatment services, transportation, and services for special populations. The ESG program expects to assist 15,000 Homeless Persons through overnight shelters in 2023.

State efforts to maintain Permanent Supportive Housing (PSH) include the use of national HTF funds for

the construction and rehab of PSH units. The State's Illinois Housing Search website also provides permanent supportive housing to persons experiencing or at risk of homelessness through its Statewide Referral Network units.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Emergency Solutions Grants aim to provide services to prevent the individual or family from becoming homeless. Services funded include short or medium-term rental assistance and/or rental arrears, utilities, rental application fees, security deposits, last month's rent, utility deposits and payments, moving costs, housing search and placement, housing stability case management, landlord-tenant mediation, tenant legal services, and credit repair.

The majority of Illinois' Continua of Care (CoCs) provide services to homeless youth. Most of these services focus around emergency shelter and transitional or temporary housing; however, some are working to provide permanent supportive housing (PSH) for youth. Some CoCs focus on PSH for the chronic homeless and/or homeless veterans. At least a few CoCs provide emergency shelters, rapid rehousing, homeless prevention, transitional housing, and/or PSH for families. Other strategies to target certain populations include outreach for chronically homeless people; coordinated entry services for veterans; transportation to drop-in services for veterans; and utility and deposit assistance for families and veterans. IDoA's Colbert Consent Decree implementation plan helps coordinate agency services and ease the transition process for Class Members. The Consent Decree and Nursing Home Deflection Program (if continued) work to prevent future people from entering the institutional system if it is unwanted.

The Developmental Disability (DD) Division of IDHS maintains a waiting list for DD Medicaid Waiver services. Homelessness is part of the criteria for immediate enrollment and receipt of DD Waiver services (if determined eligible). Local Independent Service Coordination (ISC) agencies under contract with the Division of DD maintain the waiting list of persons seeking DD Waiver services and make crisis determinations in the communities they serve. They work cooperatively with other public and private agencies to identify individuals with DD in need.

The Division of Mental Health (DMH) expanded permanent supportive housing to include project-based/clustered housing options using existing housing developments in Cook County. IDHS/DMH successfully implemented a Clustered Housing Model pilot on Chicago's north side of PSH units located in close proximity, in a building or buildings closely situated, with 24-hour peer support staff; a second Clustered Housing Model was implemented using a scattered sites, on Chicago's south side, targeting

Williams Class Members deemed “Unable to Serve” (class members recommended for community transition, but the selected community provider cannot meet their clinical/support needs for one or more of the following service needs: financial, medical, medical/diabetes, medication management and/or psychiatric/behaviors). DMH conducted a six-tier initiative analyzing this population, to determine the reasons why certain Class Members are being categorized as Unable to Serve and what might be recommended to reduce that number. DMH also commissioned UIC to do a study on clients who have returned to IMDs to better understand those circumstances.

Discussion

The ESG Program provides homeless prevention assistance funding to its sub-recipients on a two-year cycle under the Consolidated Plan.

Emergency Solutions Grants aim to provide services to aid homeless and at risk of homelessness persons and families. Services funded include: case management, childcare, education services, employment assistance, job training, outpatient health services, legal services, life skills training, mental health services, substance abuse treatment services, transportation, and services for special populations. The providers encourage individuals to gain stability within the community and their life by monitoring their progress and requiring certain goals to be made and attained.

AP-70 HOPWA Goals – 91.320(k)(4)

One-year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	20
Tenant-based rental assistance	270
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	10
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	300

AP-75 Barriers to affordable housing – 91.320(i)

Introduction:

Ten (10) general statements and potential barriers were included in MA-40, the Market Analysis section of the Five-Year Plan. Discussion on: (1) Building Codes, (2) Home Rule, (3) Impact Fees, (4) Property Taxes, (5) Cost and Availability of Land, (6) Availability of Affordable Housing, (7) Public Housing, (8) Preservation, (9) Homelessness, and (10) Other Special Needs, were included to better describe the regulatory government under which affordable housing in Illinois currently operates.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Actions Planned- These include the following: (1) Continued processing of Housing Affordability Impact Notes for relevant State legislation proposed in the Illinois General Assembly.

To assist in implementing the Local Planning Technical Assistance (LPTA) Act, IHDA continues to work with the State's Housing Task Force and other State agencies to research potential local comprehensive planning funding through an inter-agency effort.

The State's Rental Housing Support Program helps Illinois families afford safe and decent homes by funding rent subsidies to landlords throughout the state to make rental units affordable to households earning less than 30% of the area median income. A major program goal is to use half of the funding for households who are at 15% of the area median income and below. Funding for the Rental Housing Support Program is provided from a \$20 fee from real estate document recordings. Tenants pay a flat rent of approximately 30% of their income and the local administering agency pays the balance of the rent negotiated with the landlord. RHSP is divided into two sub-programs: (i) the Rental Housing Support Program ("RHS") allows the Authority to contract with agencies throughout the state (Local Administering Agencies); and (ii) the Long-Term Operating Support Program, which allows the Authority to directly contract with owners of rental developments.

The national Housing Trust Fund will provide rental units affordable to extremely low-income households at 30% or less of local AMI across the State

Affordable Housing Planning Appeals Act: IHDA, the administering agency of the AHPAA, produces the non-exempt local communities list every five years. In December 2018, forty-six non-exempt municipalities were identified. IHDA provides technical assistance to municipalities throughout the state to complete and submit affordable housing plans. These efforts include an AHPAA handbook for local officials and administrators. Accessibility: IHDA has an "enhanced accountability" mandated requirement under its LIHTC Qualified Allocation Plan. All applicants must include at least 10%

acceptable and 2% memory-impaired units in all projects. To encourage more widespread application, IHDA provides competitive points for utilizing Universal Housing Design (UHD) features.

Discussion:

HUD's Homeless Continuum of Care funding has remained fairly steady. While the HEARTH Act requires 25% of funding to be used for permanent supportive housing development, this program isn't triggered until all renewal contracts/grant agreements are met. The Statewide Referral Network (SRN) lists over 2,000 affordable rental housing units for persons/households at 30% AMI or below and who are either homeless/at risk or have a disability. Improvements continue to be made to the system, including integration with the HUD Section 811 Project and Assistance Program. The national Housing Trust Fund will allow for increased production and rehab of additional units affordable to households at or below 30% AMI, and thus increase the State's inventory of Permanent Supportive Housing.

AP-85 Other Actions – 91.320(j)

Introduction:

This section reviews additional actions the State is pursuing to address obstacles to meeting underserved needs, lead-based paint abatement, poverty, institutional structure, and monitoring among others.

IHDA's Strategic Planning and Reporting (SPAR) is responsible for issuing Certifications of Consistency with the State Consolidated Plan for covered programs. In doing so, the State will issue Certifications per the final rule as follows: a State Certification that an application is consistent with its housing strategy means that the State Action Plan indicates the State planned to apply for the program or was willing to support an application by another entity for that program; the location of activities is consistent with the geographic areas as specified in the plan; and the activities benefit a category of residents for which the State five-year strategy has an established priority. The State will provide the means for a denial if/when it fails to provide a Certification of Consistency.

Actions planned to address obstacles to meeting underserved needs

LIHTC: One way the State addresses obstacles to meeting its underserved needs is through its Low Income Housing Tax Credit (LIHTC) program. The LIHTC program assists in developing affordable housing for underserved populations by using indirect federal subsidies to finance the development or redevelopment of affordable rental housing for low-income households (at 60 percent area median income or below). The Internal Revenue Service allocates federal tax credits to state housing finance agencies which then award tax credits to eligible affordable housing developers who use the equity capital generated from the sale of these tax credits to lower the debt burden on developing these tax credit properties, making it easier to offer lower, more affordable rents. Units must maintain affordable rent for at least 30 years.

There are two types of low income housing tax credits: 9 percent tax credits, and 4 percent tax credits. Nine percent tax credits (competitive tax credits) can subsidize up to 70 percent of the eligible development costs for new construction and substantial rehabilitation of housing projects that are not otherwise subsidized by the federal government. Four percent tax credits (non-competitive tax credits) can be used for rehabilitation projects and when 50 percent or more of a project's eligible cost are financed with tax-exempt private activity bonds.

The Qualified Action Plan (QAP) specifies how states will review, approve, and allocate federal Low Income Housing Tax Credits (LIHTCs). As the State's LIHTC allocating agency, IHDA coordinates the development of the annual Qualified Allocation Plan (QAP). Besides the program's already statutory targeting to households at 60% of area median income or below, IHDA has built a number of factors into its application scoring system to incentivize better targeting to lower-income households. These include the following point categories: Rental Assistance; Larger Units; Green Building (lower utility bills);

Rehabilitation (of existing housing); Community Revitalization Plans; 30% AMI Housing (10-15%); and Statewide Referral Network (SRN) units, which target 10-15% of a property's units to persons/households who are homeless/at-risk of homelessness or have a disability. All of these scoring criteria are aimed at incentivizing project applications which include deeper targeting to low- and moderate-income families.

The national Housing Trust Fund expands the State's ability to provide Extremely low-income households affordable rental/PSH housing across the State.

Additionally, Illinois' Supportive Living Program is an affordable assisted living model administered by the Department of Healthcare and Family Services that offers elderly (65 and older) or persons with physical disabilities (22 and older) housing with services. The aim of the Program is to preserve privacy and autonomy while emphasizing health and wellness for persons who would otherwise need nursing facility care. By combining apartment-style housing with personal care and other services, residents can still live independently and take part in decision-making.

The Department of Healthcare and Family Services currently operates this program through a Medicaid waiver which allows payment for services that are not routinely covered by Medicaid. These include personal care, homemaking, laundry, medication supervision, social activities, recreation and 24-hour staff to meet residents' scheduled and unscheduled needs. The resident is responsible for paying the cost of room and board at the facility. In 2023, HFS' Supportive Living Program, assisting 12,606 individuals

Actions planned to foster and maintain affordable housing

On April 13, 2021, HUD submitted a proposed rule to the Office of Information and Regulatory Affairs (OIRA) reinstating the 2013 Disparate Impact Rule and an interim final rule restoring statutory definitions to the AFFH rule. With this change, HUD funding recipients must again certify compliance with AFFH on an annual basis and IHDA will continue to report on the State's actions to address its previously identified fair housing impediments in the State's Consolidated Plan Annual Action Plans and Annual Performance Reports. The Illinois Department of Human Rights, besides processing fair housing complaints as a HUD-designated substantially equivalent agency, conducts presentations and training for government agencies and community-based groups regarding fair housing rights under the Illinois Human Rights Act.- IDHR and IHDA also share fair housing information for wider circulation to other major membership organizations, including Housing Action Illinois (HAI), Supportive Housing Providers Association

Actions planned to reduce lead-based paint hazards

The Lead Poisoning Prevention Act (Public Act 94-0879) sets pre-emptive measures to prevent childhood lead-poisoning, including increased inspections of buildings suspected of containing lead hazards. The LPPA includes provisions barring owners of residential buildings who willfully violate lead safety laws

from doing business with the State or any State agency until the violation is mitigated, along with increased fines and mandatory notice to tenants of possible lead hazards in their building.

Significant changes strengthening the Illinois Lead Poisoning Prevention Act (LPPA) include classifying pregnant persons with elevated blood lead levels as subject to the same IDPH case management and environmental response as children, and clarification for the reporting of ALL blood-lead tests in Illinois, along with restrictions on data disclosure. IDPH is able to issue Emergency Stop Work Orders when public health is in jeopardy as the result of improper work activities disturbing lead bearing surfaces. Enforcement capabilities expanded in cases where violations of the LPPA and the Lead Poisoning Prevention Code (LPPC) have occurred, with penalty provisions bringing Illinois in compliance with U.S. EPA requirements for all authorized State programs. Language on lead reporting and lead work activities includes physicians/healthcare providers, laboratories, schools, daycare providers, owners of regulated facilities with an identified lead hazard and both licensed and unlicensed construction industry professionals.

Illinois' Lead Safe Housing Advisory Council (LSHAC) is composed of advocacy groups, public health, state agency and industry representatives. The work of the LSHAC includes regulatory and legislative recommendations in the areas of screening and prevention, lead safe work practices, education, and funding for the remediation/rehabilitation of housing containing lead poisoning hazards. In response to recommendations in the LSHAC's report, Public Act 95-0492 became law, establishing the window replacement (CLEAR-WIN) program to prevent future cases of lead poisoning by assisting residential property owners reduce lead-paint hazards through window replacement in two pilot areas. An evaluation of CLEAR-WIN pilot program activities in Peoria and the Englewood community in Chicago by the University of Illinois/Chicago (UIC) for HUD exhibited a successful lead dust reduction of over 90% in the homes serviced. The General Assembly used this information to pass a statewide program in 2017.

The State's 2019 Fiscal Year budget includes an additional \$15,000,000 For the CLEAR-WIN program. The money is to be used for low-income families of children with elevated blood levels. The funds can be used for lead-remediation, including lead in the home's water system. Due to delays caused by COVID, funds are expected to be committed during the construction season of 2022.

Actions planned to reduce the number of poverty-level families

The State of Illinois operates a variety of anti-poverty efforts coordinated with employment/training, housing assistance efforts, and other services. A brief summary follows:

(1)The HHS-funded Community Services Block Grant (CSBG) Program is the major federal-funded anti-poverty program, using Community Action Agencies (CAAs) to coordinate these anti-poverty efforts at the local level. In coordination with other subject-specific programs, efforts are geared to enabling low-income persons to become more self-sufficient. It is administered by DCEO at the State level, which

funds the statewide network of CAAs and related organizations on an annual basis, contingent on federal funding. Uses of CSBG funds include the following: economic development; education; emergency assistance; health; housing; income management; linkages; nutrition; and self-sufficiency. IHDA funds a number of local CAAs for housing rehabilitation programs.

(2)IDHS administers most of the State’s homeless assistance services programs. These have included the State-funded Homeless Prevention Program, and the Emergency & Transitional Housing Program, both of which have been partially, if not fully funded through the State’s Affordable Housing Trust Fund as well as with General Revenue Funds. It also administers the HUD-funded Emergency Solutions Grants Program, assisting local homeless services agencies with rehabilitation, operation/maintenance costs, essential services, and homeless prevention/rapid rehousing programs.

(3)DCEO administers the Low-Income Home Energy Assistance program (LIHEAP) as well as the Illinois Home Weatherization Assistance Program (IHWAP). Both provide utility subsidy assistance and weatherization improvements to low-income homeowners and renters.

(4)DCEO administered the DOL-funded Workforce Investment and Opportunity Act funding, which provides federal funding to workforce development boards (WDBs) across the state for local employment and job training programs. The State coordinated its efforts in this area by establishing Illinois Employment & Training Centers, which include staffing from WDBs, IDHS-unemployment assistance and employment data and projections, and IDHS, to provide a one-stop shop for human services. IHDA also provided this information for LIHTC applicants who were working in Community Revitalization Areas to encourage them to include an economic development/employment and training component in their local plans.

5)IHDA continued to administer approximately 30% of the State’s Section 8 Project-Based Assistance properties since the program’s inception, most of which has partially or wholly financed those developments. IHDA regularly works with owners of “expiring properties” to encourage renewal of these rental assistance contracts by providing refinancing and rehabilitation assistance, often through tax-exempt bond financing and 4% Low Income Housing Tax Credits (LIHTCs) as well as HUDs/Treasurys Risk Sharing Program.

(6)IHDA administers the State-funded Rental Housing Support Program (RHSP), which targets rental assistance to households at 15-30% area median income.

The Section 811 Program is specifically targeted to persons with disabilities who are coming out of institutional facilities and searching for community-based housing

Actions planned to develop institutional structure

Public Act 100-0833, the Broadband Advisory Council Act created the Broadband Advisory Council under DCEO to expand broadband availability & access throughout Illinois, including unserved urban and rural

areas. Steps for the BAC to initiate include literacy programs, programs assisting both older citizens, and the disabled, in accessing broadband; and the encouragement of collaborations with universities/colleges/public housing authorities and other agencies/organizations in furthering access. The Act calls for the assessment of broadband access/barriers to Low-income households “at or below 135% of the poverty guidelines” (U.S. HHS)

The following actions are expected over the next 5 years:

1. Regular meetings of the Illinois Housing Task Force, its Executive Committee, and related Working Groups to develop and implement the State’s Annual Comprehensive Housing Plan.
2. Combined meetings of the SPAR/OHCS Advisory Committee, Lt. Governor’s Rural Affairs Council (twice a year) and Rural Partners (as needed).
3. Ongoing assessment of training and technical assistance needs, and the provision of follow-up assistance through program workshops and other identified methods (IHDA, IDHS, IDHR, other agencies).

Development of informational materials on existing and revised Federal and State housing and support services programs via: dissemination of materials at various workshops and conferences; and dissemination of information on new federal and state programs, as they are created in Congress and/or the Illinois General Assembly and/or established or administered by State and local governments

Actions planned to enhance coordination between public and private housing and social service agencies

State activities to enhance coordination between public and assisted housing providers and private and government health, mental health, services, and fair housing agencies have historically been the role of the Illinois Housing Task Force (IHTF) and its Executive Committee.

Examples of coordination between public and private housing and social service agencies include:

1. IHDA has historically had a strong working relationship with private for-profit and non-profit affordable housing developers and owners, especially on the multi-family side. They are the major applicants under IHDA’s loan, tax credit, and rental assistance programs, including HOME, HTF, LIHTC, and Affordable housing Trust Fund programs. IHDA works closely with various partners to co-sponsor conferences and trainings, as well as sharing information on new program developments, major revisions, regulatory updates, and the like, via regular newsletters, websites, and related communications.
2. IHDA works with DCEO to coordinate funding for both rehabilitation and new construction rental housing developments being otherwise assisted.
3. IHDA also has had a longstanding working relationship with participating lending institutions, local governments, and non-profit organizations under its homebuyer mortgage financing and down payment assistance programs.

4. Both IHDA and DCEO work with local governments (and in IHDA's case also non-profit organizations) to administer local homeowner housing rehabilitation programs targeted to low/moderate –income households.
5. DCEO also works with local governments on funding and implementing local public works/infrastructure projects to address major health and safety concerns, especially of LMI households. It also works through local governments to fund needed economic development and related infrastructure projects for business expansions which create jobs for LMI persons.

IHDA has worked with homeless assistance agencies which frequently provide services to residents of permanent supportive housing projects which were funded in whole or in part with IHDA resources.

IHDA works with IDHS, IDoA, and IDHFS on the State's long-term care rebalancing strategy, which includes accessing community-based housing and rental assistance for persons exiting institutional housing facilities, including the creation of permanent supportive housing, Statewide Referral Network (SRN) units, and administering both the HUD section 811 PBRA Program and the Rental Housing Support Program. In addition, IDHS-DMH administers the Bridge Rental Subsidy Program for qualifying persons with mental illness who are also leaving Institutional residential settings. Please see the Health Care Services chart for additional information on the related court consent decrees and implementation of them, as well as the State's Money Follows the Person Program. The 3 previously-referenced agencies

Discussion:

Under "Actions planned to foster and maintain affordable housing" other proposed IHDA actions:

1. Ongoing administration of the Affordable Housing Planning and Appeals Act Program
2. Providing targeted training on Reasonable Accommodations policy and practice; and
3. Continue inclusion of the 30% preference for Special Needs Tenants under IHDA's Rental Housing Support Program

Supporting uncapped use of national Housing Trust Fund monies to be used for operating rental/assistance for housing for extremely low income households

Program Specific Requirements

AP-90 Program Specific Requirements – 91.320(k)(1,2,3)

Introduction:

For the CDBG Program, the consecutive three-year period that will be used to determine that a minimum overall benefit of CDBG funds is used to benefit persons of low and moderate income is 2022, 2023, 2024. Although the Overall Benefit question is asked below, there is not a space for a response.

HOME funds target low- and very-low-income households. Funds will be initially targeted statewide to those areas that do not receive direct allocations of HOME Program funds from HUD. Under the 2020-2024 Consolidated Plan, IHDA is only utilizing HOME funding for rental housing development/rehabilitation.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.320(k)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

- | | |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 0 |

Other CDBG Requirements

- | | |
|---|--------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 80.00% |

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.320(k)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

As applicable, the Authority may invest HOME funds as other forms of assistance that HUD determines to be consistent with the purposes of this part and specifically approved in writing

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

While IHDA Multi-family HOME funds are restricted to rental properties, in the event that HUD has requested that the Lender return to HUD all or any portion of the proceeds of the HOME Loan (the "Recapture") that have been disbursed to or for the benefit of the Borrower, the Borrower shall provide such funds to satisfy the Recapture as requested by the Lender, unless recapture is due solely to the actions of the Lender. The occurrence of any Default that has not been cured during any applicable grace or cure period shall give rise to a Recapture. The Borrower agrees to indemnify against and pay IHDA for any damages related to any Recapture that is due and owing. The Borrower must also agree to full and prompt payment, when due, of the Recapture, plus all costs and expenses of collection and default interest as provided in the Financing Documents. The Borrower also agrees to indemnify against and pay IHDA for any damages related to any Recapture that is due and owing.

The HOME regulations require that a house purchased with HOME funds must be kept affordable for an extended period of time through recapture provisions which have been determined by HUD to be appropriate. The period of affordability is based upon the HUD guidelines for the amount of HOME funds per unit and is based on the amount of direct subsidy provided to the homebuyer. Direct subsidy is defined as the amount of assistance provided for down payment and closing costs for homebuyers receiving assistance in the homebuyer-only program. For homebuyers receiving funds for homebuyer with rehabilitation assistance, direct subsidy is the amount of assistance provided for down payment and closing costs plus the difference between the fair market value before rehab and fair market value after rehab. See below for affordability provisions.

HOME FUNDS PROVIDED	AFFORDABILITY PERIOD
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<\$15,000	5 Years
\$15,000-\$40,000	10 Years
>\$40,000	15 Years

Under the 2020-2024 Consolidated Plans (and previously, the 2015-2019), IHDA is only utilizing

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HOME funding for rental housing development/rehabilitation

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

For single-family programs funded with HOME funds IHDA uses a recapture/repayment approach in lieu of a resale approach. Under the 2020-2024 Consolidated Plan (and the previous 2015-2019 Consolidated Plan), IHDA is only utilizing HOME funding for rental housing development/rehabilitation.

For IHDA multi-family, HOME funds are restricted to rental properties. Recapture is triggered by sale or transfer and only direct subsidy to the buyer may be recaptured. The Authority has established loan restrictions which enable recapture of the HOME subsidy out of net proceeds. The HOME investment amount may be reduced pro-rata based on the time the homeowner has owned and occupied the unit measured against the required affordability period. Net proceeds are defined as the sales price minus loan repayment of superior debt and closing costs. The recapture provisions will be included in a recorded recapture agreement for each unit assisted with HOME funds.

The owner occupied provision of assistance to the homeowner must remain in effect throughout the affordability period. The owner may not relocate and rent their property. Nor may they rent a portion of their property. Violation of the provision will trigger a recapture of all funds not forgiven as of the date of the violation.

While IHDA multi-family HOME funds are restricted to rental properties, in the event that HUD has requested that the Lender return to HUD all or any portion of the proceeds of the HOME loan (the "Recapture") that have been disbursed to or for the benefit of the Borrower, the Borrower shall provide such funds to satisfy the recapture as requested by the Lender, unless such Recapture is due solely to the actions of the Lender. The occurrence of any Default that has not been cured during any applicable grace or cure period shall give rise to a recapture.

The Borrower agrees to indemnify against and pay IHDA for any damages related to any Recapture that is due and owing. The borrower must also agree to full and prompt payment when due of the Recapture, plus all costs and expenses of collection and default interest as provided in the Financing Documents. The borrower also agrees to indemnify against and pay IHDA for any damages related to any Recapture that is due and owing

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

For IHDA funding, any proposed rehabilitation project must receive initial approval as part of the

Preliminary Project Assessment (PPA). Once approved, the sponsor will submit a full "Common Application" to the Authority including a Property Needs Assessment (PNA), appraisal, and environmental reports to complete the HUD ERR. The inclusion of a PNA indicates that rehabilitation is the primary activity of the proposed development. IHDA's "Design, Construction and Regulatory Requirements"(DCR) and the "Common Application" define the threshold factors and cost parameters for rehab projects, in addition to those for new construction. As part of the PPA, a proposed project must also indicate whether, and how, the proposed investment will change the number of affordable units, and unit affordability. The PPA must be approved before a proposed project may be submitted via the "Common Application". See Section 1.2 "Adaptive Reuse and Rehabilitation Requirements" under **Design Activities** of IHDA's "Design, Construction and Regulatory Requirements".

Any proposed HOME refinance would be subject to IHDA's application process and subject to the Financial Feasibility review contained within the IHDA "Multi-Family Common Application", to ensure compliance with Multi-family underwriting guidelines. The Financial Feasibility component of the "Common Application" assesses whether disinvestment has occurred, and whether the proposed project has the ability to serve the project's targeted population in the long-term. The PPA, PNA, Standard for Construction Cost Estimate (SCCE), "Mandatory Application Checklist", "MF Common Application", the DCR and other relevant HOME application manuals, guidelines, and other publications describing the application criteria are found on the IHDA website at: <https://www.ihda.org/developers/dev-resource-center>.

Periods of affordability comply with 24CFR 92.252: Rehabilitation of existing housing per unit of HOME funds under \$15,000 - 5 years minimum affordability; \$15,000 - \$40,000 10 years minimum affordability; over \$40,000 or rehabilitation involving refinancing - 15 years minimum affordability.

HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including the Community Development Block Grant Program

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

N/A

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services

received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

N/A

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

N/A

Emergency Solutions Grant (ESG) Reference 91.320(k)(3)

1. Include written standards for providing ESG assistance (may include as attachment)

To collaborate with the Continuum of Care's (CoC's), applications will be sent annually to obtain CoCs funding recommendations. Applications from CoCs and subrecipients will be reviewed by ESG staff, determinations will be made and award letters will be distributed. Awards will be made based upon release of funds from HUD. All DHS grant terms are July 1st through June 30th. For complete written standards please refer to the IDHS website at IDHS: SECTION 3: Continuum of Care & Service Coordination Requirements (state.il.us).

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The State of Illinois is not a Continuum of Care organization. There are _18_ CoC organizations within the State that address this issue independently

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The Continuum of Care organizations provide a funding plan describing the performance measures and how those measures will be achieved. They also provide recommended funding by activity and agency within their CoC

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The State of Illinois requires that all entities receiving ESG funds have a homeless or formerly

homeless individual on their board or their policymaking entity

5. Describe performance standards for evaluating ESG.

100% of all subrecipients of ESG Program funds:

1. must ensure that all ESG funds are used in accordance with all federal program requirements at 24 CFR Part 576
2. must comply with DHS policies, reporting requirements, community service agreement obligations, department regulations, and deliverables in addition to all the ESG requirements in 24 CFR Part 576
3. are required to complete and submit accurate and timely annual Funding Applications that include but are not limited to providing staffing levels, program data, supportive service, and fiscal information in addition to submitting all requested attachments and certifications to DHS on or before the application deadline date
4. will be limited to 60% of the agency's total fiscal year allocation for street outreach and emergency shelter activities as set forth in 24 CFR Part 576
5. must provide matching contributions from eligible sources in an amount equal to the amount of requested ESG Program funds from the subrecipient for all activities as prescribed in 24CFR Part 576. At a minimum, 25% of the match contributions must be cash
6. must obtain written approval from DHS prior to subgranting any portion of ESG Program funds to any other entity to perform ESG eligible activities
7. must obtain written agreements from all ESG subgrantees requiring the subgrantee to comply with all DHS policies and timelines, the provisions of the DHS community service agreement, and all program rules and regulations as set forth by DHS and 24 CFR Part 576, which is identical to the obligations of the ESG subrecipients
8. must provide DHS with accurate quarterly fiscal and service ESG reports on a quarterly basis

100% of all ESG funded buildings or facilities (other than a privately owned residential structure) are required by ESG regulations to comply with the American Standard Specifications for Making Building and Facilities Accessible to, and Usable by, the Physically Handicapped", Number A-117.1P 1971, unless subject to the exceptions contained in 41 CFR 101-19.604

Housing Trust Fund (HTF)
Reference 24 CFR 91.320(k)(5)

1. How will the grantee distribute its HTF funds? Select all that apply:

☒ Applications submitted by eligible recipients

2. If distributing HTF funds through grants to subgrantees, describe the method for distributing HTF funds through grants to subgrantees and how those funds will be made available to state agencies and/or units of general local government. If not distributing funds through grants to subgrantees, enter "N/A".

N/A

3. If distributing HTF funds by selecting applications submitted by eligible recipients,

a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Non-profit, for-profit, and joint-venture developers are eligible to apply for funds under the Permanent Supportive Housing Development Program. PSH development and operation requires knowledge and skill sets that may not currently exist in full at any one organization. Projects that build on the strengths of several organizations, including development partners, will be accepted. The roles, responsibilities, and capacity (including financial capacity) of each entity will be analyzed. In circumstances where both (1) IHDA is unable to fully expend its Housing Trust Fund allocation under its PSH funding round(s) and (2) its Housing Trust Fund allocation is nearing or at risk of expiration, IHDA may also disburse the remainder of its Housing Trust Fund allocation to projects seeking funding outside its PSH funding round(s) to support ELI units (serving 30% AMI or below) that also meet Housing Trust Fund standards, with a priority for projects that contain ELI units that also meet IHDA's definition of Supportive Housing Units above required minimums identified in the QAP. In cases where the source of funding is the national Housing Trust Fund, eligible applicants must meet all Authority Standards including standards set out in 24 CFR 93.2 for the national Housing Trust Fund

(1) Make acceptable assurances to the grantee that it will comply with the requirements of the HTF program during the entire period that begins upon selection of the recipient to receive HTF funds, and ending upon the conclusion of all HTF-funded activities;

(2) Demonstrate the ability and financial capacity to undertake, comply, and manage the eligible activity;

(3) Demonstrate its familiarity with the requirements of other federal, State, or local housing programs that may be used in conjunction with HTF funds to ensure compliance with all applicable requirements and regulations of such programs; and

(4) Have demonstrated experience and capacity to conduct an eligible HTF activity as evidenced by its ability to:

(i) Own, construct, or rehabilitate, and manage and operate an affordable multifamily rental housing development; or

(ii) Design, construct, or rehabilitate, and market affordable housing for homeownership.

(iii) Provide forms of assistance, such as down payments, closing costs, or interest rate buy downs for purchasers

b. Describe the grantee's application requirements for eligible recipients to apply for HTF funds. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

IHDA will use its Multifamily Financing "Common Application" as the major application format for national HTF rental housing projects, the same as used for the LIHTC and HOME programs, along with supplemental information required by program rules (see Permanent Supportive Housing Development Program Request for Application). IHDA's process will include a mandatory concept meeting with the Authority, a Preliminary Project Application (as defined in the RFA) an initial completeness/eligibility scoring, review of mandatory requirements, underwriting, site and market review, peer review, internal Loan Committee and IHDA Board approval. Federal HTF funds will only be applied to units restricted to tenants at 30% AMI or below. The balance of the units that are not 30% AMI or below will be paid for with other IHDA or leveraged sources. Under the RFA, requests for funding may not exceed 90% of total project cost. Under the RFA, the Maximum Grant Limit is \$10,000,000, not to exceed 90% of total project cost.

c. Describe the selection criteria that the grantee will use to select applications submitted by eligible recipients. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

If an applicant meets the mandatory thresholds below, IHDA will review eligible recipients in accordance with CFR 91.320 (k)(5)(i), which will include supplemental information required by program rules (see Permanent Supportive Housing Development Program RFA) In addition to the review of mandatory requirements, IHDA's process will include an initial completeness/eligibility scoring, underwriting, site and market review, peer review, internal Loan Committee and IHDA Board approval.

d. Describe the grantee's required priority for funding based on geographic diversity (as defined by the grantee in the consolidated plan). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

The State will distribute HTF funds statewide, including the City of Chicago, Chicago Metro, Other Metro, Non-Metro and municipalities subject to the prioritizing applications that are consistent with the 2020-2024 Consolidated Plan, Section AP-50 Geographic Distribution. The Authority puts a high value on quality location of projects and availability of resources and access to amenities. IHDA will strive to achieve maximum geographic diversity based on statewide applications and, where applicable, aligning set-asides associated with other programs providing non-federal, leveraged funding to the HTF, rather than establish geographic set asides under the HTF. In an effort to increase geographic diversity, IHDA will provide application workshops based upon approved PPAs, including "virtual" workshops in response to declared public health and/or disaster concerns

e. Describe the grantee's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

The Authority will evaluate the Development Team's capacity to successfully complete and manage the Project. Applicants who fail to meet these mandatory criteria will be disqualified. Applications must include the following:

Organizational Flow Chart

Identity of Interest Certification

Development Team Certification

Unacceptable Practices

The Authority may deny any Project in which any Participant in the Development Team has failed to demonstrate ongoing proficiency with affordable and supportive housing programs. The Applicant may include in the Application an explanation of the circumstances surrounding the unacceptable practice and the roles of each of the Participants. Examples of unacceptable practices include but are not limited to:

- A Participant is affiliated with existing developments which have been cited for material and/or continuing, but curable, noncompliance. Material noncompliance exists when a party exhibits a continual pattern of noncompliance, or when a party demonstrates an inability or an

unwillingness to resolve noncompliance in a timely manner

- A Participant (including any affiliates) has experienced any events of foreclosure or failed to perform under the terms of a workout agreement over the past three (3) years
- A Participant (including any affiliates) has declared bankruptcy over the past three (3) years
- Any Participant (including any affiliates) has a mortgage default or arrearage of three months or more within the last three (3) years
- A Participant that has failed to pay any fee or expense due to the Authority, including outstanding compliance monitoring fees in the past three (3) years
- Any liens or other claims exist against property owned by Owner (including any affiliates) for which the Owner has failed to resolve a public filing such as a lien or a judgment
- The Owner (including any affiliates) has been debarred or received a limited denial of participation in the past three (3) years by any federal or state agency from participating in any development program
- A Participant that has materially misrepresented facts on any request for Authority resources

f. Describe the grantee's required priority for funding based on the extent to which the rental project has Federal, State, or local project-based rental assistance so that rents are affordable to extremely low-income families. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

As stated in the PSH RFA Section 8, projects that provide rental or operating assistance will be awarded up to twenty(20) points based on the number of units assisted and the length of committed assistance. Units can be assisted with available federal, State, and local project-based rental assistance so that rents are affordable to ELI families. These may include: Section 8 Project-Based (preservation only); Project-Based Vouchers; Rental Housing Support Program; and Section 811 Project-Based Rental Assistance. It will utilize 30% of household income for rents and utilities as its standard

g. Describe the grantee's required priority for funding based on the financial feasibility of the project beyond the required 30-year period. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

As stated in the Permanent Supportive Housing RFA, all applicants must restrict 50% of the units to households $\leq 30\%$ AMI. All projects will be required to establish a minimum 30-year affordability period. Applicants who fail to meet these mandatory criteria will be disqualified and will not be scored during the final evaluation phase.

As stated in the RFA, Projects will be required to execute a Regulatory Agreement with the Authority,

whereby the Owner shall agree to maintain unit affordability, and serve the targeted populations, for a minimum 30-year period

h. Describe the grantee's required priority for funding based on the merits of the application in meeting the priority housing needs of the grantee (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

As stated in the Permanent Supportive Housing RFA Section, all Applications must include a signed Permanent Supportive Housing Development Program Application Certification.

1. **1.** Take actions to affirmatively further fair housing;
2. **2.** Give preferential treatment to persons on the Public Housing Authority (PHA) waiting list(s) and make on-going efforts to request that the PHA make referrals to the Project, or request that the PHA include relevant information about the Project on any listing the PHA makes available to persons on its waiting list(s);
3. **3.** Have a tenant selection plan preference for veterans;
4. **4.** Minimize involuntary displacement of low-income households;

Be willing to accept current or future State-administered operating subsidy or project based rental assistance, should it become available, on units that are not already subject to a rental assistance contract. Certification of this willingness will not be required of those with already-committed rental or operating assistance for 100% of the PSH units. This assistance would likely be limited to a maximum of 25% of units within a given Project, would likely be reserved for households referred through a statewide referral network, and may be targeted to Projects located in specific areas of the State based on need.

Projects will also be scored on the following items that meet the housing needs of the State. See Permanent Supportive Housing RFA for information on Application Scoring Criteria.

1. Leveraging Other Sources of funding - Up to fifteen (15) points
2. Firm Commitment of Operating or Rental Assistance - Up to twenty (20) points
3. Universal Design - Up to ten (10) points
4. Green Design and Energy Efficiency - Up to ten (10) points
5. Access to Transportation - Up to ten (10) points
6. Coordination with other State Agencies - Up to ten (10) points
7. Coordination of services - Up to five (5) points
8. Neighborhood Assets - A maximum of ten (10) points

9. Development Team Characteristics - Up to five (5) points
10. Supportive Housing Institute/Predevelopment Certification - Up to eight (8) points.
11. Statewide Referral Network Participation - Up to two (2) points

i. Describe the grantee's required priority for funding based on the extent to which the application makes use of non-federal funding sources. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Projects which are able to commit other non-federal funds as part of their project financing will be awarded up to fifteen (15) points. This would include other State-funded and locally funded programs, but not LIHTC, or State or local CDBG or HOME funding. The latter funds can be part of the project's financing, but will not be considered as non-federal funding. IHDA will require under the PSH-RFA that federal HTF-funded projects include leveraging of at least 10% of total projects cost with non-IHDA resources

4. Does the grantee's application require the applicant to include a description of the eligible activities to be conducted with HTF funds? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

Yes

5. Does the grantee's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

Yes

6. Performance Goals and Benchmarks. The grantee has met the requirement to provide for performance goals and benchmarks against which the grantee will measure its progress, consistent with the grantee's goals established under 24 CFR 91.315(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

Yes

7. Maximum Per-unit Development Subsidy Amount for Housing Assisted with HTF Funds.

Enter or attach the grantee's maximum per-unit development subsidy limits for housing assisted with HTF funds.

The limits must be adjusted for the number of bedrooms and the geographic location of the project. The limits must also be reasonable and based on actual costs of developing non-luxury housing in the area.

If the grantee will use existing limits developed for other federal programs such as the Low Income Housing Tax Credit (LIHTC) per unit cost limits, HOME's maximum per-unit subsidy amounts, and/or Public Housing Development Cost Limits (TDCs), it must include a description of how the HTF maximum per-unit development subsidy limits were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements specified above.

The State's policy on maximum per-unit subsidy is to be based on modest housing units with similar amenities and taking into account local market conditions. IHDA will use the same criteria that it uses under its HOME/Qualified Allocation Plan (QAP). These limits will be based on hard construction costs. Location factors in to the variance between the Chicago and metro set asides and separating other metro and non-metro set asides.

These standards were established by an analysis of the current Construction Cost Database for issuance with the 2024-2025 QAP. IHDA will provide non-federal funds to areas where needed, to bridge gaps between maximum per-unit costs under the national HTF and actual construction cost within IHDA's Cost Limits.

The total cost per unit takes into considerations soft costs, which are based on the statewide cap, and will not exceed 20% of allowable hard costs for this program. The total cost will be based on geographic location as explained above.

Grand Total Construction Costs

At time of Project Application, the Common Application will automatically populate the Project's total Hard Costs ("Grand Total Construction Costs") in the budget included in the workbook's "Uses" tab. At time of financial closing, the construction cost budget reflected in the "Construction" tab of the Common Application must match the final Construction Contract figures. An award of funding is provided by the Authority's Board based on the information provided in the Project Application.

Hard Cost Maximum Thresholds - During the review of an Application, the Grand Total Construction Costs figure will be divided by the Project's Gross Square Footage and compared to the Authority's per square foot limits detailed below.

# of Beds	2024 limits			
	City of Chicago	Chicago Metro	Other Metro	Non-Metro
0	234,357	198,302	190,576	188,000
1	340,128	287,800	276,587	272,850
2	475,778	402,581	386,896	381,668
3	631,824	534,621	513,791	506,848
4	702,122	594,103	570,956	563,241

*includes 25% buffer for soft costs

8. Rehabilitation Standards. The grantee must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The grantee's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The grantee must attach its rehabilitation standards below.

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; Capital Needs Assessments (if applicable); and broadband infrastructure (if applicable).

IHDA uses the Design, Construction, and Regulatory Compliance Review (DCR) to evaluate all rehabilitation projects. The DCR is a comprehensive reference for owners, developers, architects and contractors in the design and construction of quality affordable housing. IHDA uses the DCR to evaluate plans, specifications and other relevant data of the proposed new construction, adaptive reuse, and rehabilitation of existing buildings.

1. Applicable State and local code, ordinances and zoning requirements
2. Health and Safety
3. Requirements of useful life of major systems
4. Lead based Paint Requirements
5. Accessibility Stand which must be met

6. Disaster mitigation requirements
7. State and Local Codes, Ordinance, and Zoning Requirements
8. Uniform Physical Condition Standards

Disaster Mitigation - The State of Illinois does not maintain a statewide adopted building code. Each local governmental unit (municipality or county) adopts its own individual building or other administrative code. IHDA relies on these local Authorities Having Jurisdiction (AHJ) to provide plan review and issue building permits per their adoptive standards. If there is an area which does not have an adopted standard, our DCR document indicates the building shall be constructed to meet the latest version of the International Code Suite. The use of standard building codes, by either the AHJ or IHDA referenced requirement, ensures facilities are built to handle regional requirements for seismic (earthquake), wind (tornado or straight line winds) or water (rain, snow, flood) based disasters. By the AHJ issuing the building permit it is expected the plans have been reviewed against the local standard outlined in their adopted building codes, and meet these requirements.

UPCS Protocols - An IHDA Construction Representative will make a visit to each unit and evaluate the site against the UPCS checklist (Uniform Physical Condition Standards for Multifamily Housing Rehabilitation (at <https://www.ihda.org/developers/dev-resource-center/>) to ensure they meet with minimum requirements. The checklist will be used in conjunction with the previously completed Property Needs Assessment (see PNA below) to establish the minimum scope to be included with any rehabilitation project approved for funding. This checklist has been created to have separate lists for multi-family dwellings and single family homes.

The UPCS checklist shall identify any repair items that represent an immediate threat to health and safety, and all other significant defects, deficiencies, items of deferred maintenance, and material building code violations that would limit the expected useful life of major components or systems. Deficiencies regarding significant life safety issues must be identified and identified as work to be immediately corrected as part of the scope of work.

Post-occupancy, IHDA's Asset Management Services Department will review the ongoing project needs utilizing HUD's Uniform Physical Condition Standards to ensure HTF-assisted projects and units will be decent, safe, sanitary and in good repair as described in 24 CFR 5.703

DESIGN, CONSTRUCTION & REGULATORY COMPLIANCE (DCRC) REQUIREMENTS

Update Summary

04.15.24

In addition to spelling corrections and formatting modifications, the following substantive changes are included in this update for Quarter 2 of 2024.

CHAPTER	PAGE	SECTION	ISSUE	RESOLUTION
Pre-Design Activities	7	1.1a	Clarification	Add the following: <i>"If the date of the report is later than 180 days prior to the application date, an update to the report must be provided no later than 90 days prior to initial closing. If the date of the report is later than 1 year prior to the application date, a new report must be provided no later than 90 days prior to initial closing."</i>
Pre-Design Activities	7	1.1b	Addition	Add Requirements for Asbestos Containing Materials (ACM) survey report.
Pre-Design Activities	7	1.1c	Addition	Add Requirements for Lead Based Paint (LBP) survey report.
Pre-Design Activities	7	1.1d	Addition	Add Requirements for Radon test report.
Pre-Design Activities	12	4.1.4	Modification	Modify the following: <i>"The consultant, having an office a license to conduct business in the State of Illinois"</i>
Design Activities	19	1.2	Clarification	Add the following: <i>"Moderate and minor rehabilitation of existing buildings shall comply with the requirements listed for new construction, to the maximum extent feasible."</i>
Design Activities	25	4.3	Addition	Add Requirements when using precast panel systems.

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DESIGN, CONSTRUCTION & REGULATORY COMPLIANCE (DCRC) REQUIREMENTS

Update Summary

04.15.24

In addition to spelling corrections and formatting modifications, the following substantive changes are included in this update for Quarter 2 of 2024.

Design Activities	26	4.4	Addition	Add Requirements when a design-build approach is utilized.
Construction Activities	40	2.1.3	Clarification	Modify the following: <i>"The value of reimbursements for deposits on materials, including FF&E as defined in the Appendix"</i>
Construction Activities	40	2.1.4	Clarification	Modify the following: <i>"Retention shall apply to all trade labor and material costs, general conditions, overhead and profit and all COs, but does not apply to builder's risk insurance, bonds, and permits."</i>
Construction Activities	40	2.2.1	Clarification	Add the following: <i>"2.2.1 ILLINOIS PREVAILING WAGE: The Illinois Housing Development Authority (the Authority) administers funds from state sources for housing development activities. The Authority and the recipients of these funds must ensure that all applicable Illinois Prevailing Wage requirements are followed as identified in 820 ILCS 130 – Prevailing Wage Act. The Illinois Department of Labor, not IHDA, monitors for compliance with Illinois Prevailing Wage. For projects with federal sources that require compliance with Davis Bacon, compliance with Illinois Prevailing Wage is not required."</i>

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DESIGN, CONSTRUCTION & REGULATORY COMPLIANCE (DCRC) REQUIREMENTS

Update Summary

04.15.24

In addition to spelling corrections and formatting modifications, the following substantive changes are included in this update for Quarter 2 of 2024.

Appendix	vi	Key Term Definitions, Furniture, Fixtures & Equipment (FF&E)	Addition	Add FF&E Definition
Appendix	ix	Key Term Definitions, Overhead	Clarification	Modify the following: "Overhead: the expenses necessary to conduct a business. Cost shall also include those specific to the project and include <i>general liability insurance</i> , transportation, travel expenses, temporary housing, etc."

DESIGN, CONSTRUCTION & REGULATORY COMPLIANCE REQUIREMENTS

APRIL 15, 2024



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Design, Construction & Regulatory Compliance Requirements
Version: 20240415



INTRODUCTION

INTRODUCTION



INTENT

The Design, Construction & Regulatory Compliance Requirements (Requirements) have been developed to provide development teams, receiving Illinois Housing Development Authority (IHDA, or Authority) resources, a reference document outlining IHDA's requirements for the design and construction of high-quality affordable housing, including new construction, rehabilitation, and adaptive reuse of existing buildings. The Requirements are intended to be used when submitting applications for IHDA programs including 9% Low Income Housing Tax Credit (LIHTC), 4% LIHTC and Permanent Supportive Housing (PSH). The Design, Construction & Regulatory Compliance team will use the Requirements as a reference when reviewing the submitted property due diligence documents, project scope documents, design, and construction documents, and when monitoring the progress of construction.

The Requirements support the Authority's mission of "Financing the creation and preservation of affordable housing in Illinois." To that effort the Requirements have been developed to meet the following objectives:

- The development of housing meets, and in certain areas, exceeds the applicable standards and codes.
- The development of housing incorporates requirements of accessibility which benefit individuals with mobility and sensory impairments.
- The development of housing incorporates principles of sustainability with a focus on energy efficiency and healthy environments which benefit both owners and residents.

The Requirements supersede all other IHDA documents developed to identify design and construction requirements for developments and will be updated on a regular basis to continue to align with industry standards. The Requirements are not intended to identify all project situations and we acknowledge that some projects have unique aspects which will need to be reviewed on a case-by-case basis.

STANDARDS AND CODES

The Requirements are based on compliance with codes required by the Authority Having Jurisdiction (AHJ) or the most recent edition (unless noted otherwise) of applicable standards and codes. It is the responsibility of the development team to verify which standards and codes are applicable to their respective project. Therefore, the following list of potential applicable standards and codes is provided as a reference only and is not intended to be all inclusive:

- Americans with Disabilities Act Standards
- ASHRAE 62.2
- ASHRAE Standard 90.1
- ASTM Standard E779
- ASTM Standard E1527 Environmental Assessment Standards and Risk Management Standards
- ASTM Standard E1903
- Carbon Monoxide Alarm Detector Act (Public Act 094-0741)

INTRODUCTION



- Code of Ethics and Standards of Practice for Environmental Professionals (from the National Association of Environmental Professionals)
- Code of Federal Regulations (Title 29 CFR, parts 1, 3, 5, 6, and 7)
- Contract Work Hours and Safety Standards Act
- Davis-Bacon Act or Illinois Prevailing Wage Act (820 ILCS 130/0.01)
- National Archives and Records Administration Electronic Code of Federal Regulations, Subpart B – Definitions and References (Section 312.10)
- ICC/ANSI A117.1 (2009)
- HUD Minimum Property Standards (for projects receiving federal financial assistance)
- HUD Title 24 CRF 8.23 (for projects receiving federal financial assistance)
- Illinois Accessibility Code
- Illinois Department of Public Health, IEPA, and EPA 40 CFR 61.145
- Illinois Energy Conservation Code
- Illinois State Plumbing Code
- International Code Council Suite (if no building code adopted within the AHJ)
- Local Fire and Life Safety Code or National Fire Protection Association (NFPA) Life Safety Code 101
- Manuals J and S of the Air Conditioning Contractors of America or the ASHRAE Handbook of Fundamentals
- National Electrical Code
- Smoke Detector Act (Public Act 425 ILCS 60)
- United States Department of Energy REScheck or COMcheck

ORGANIZATION

The Requirements are organized to reflect and align with IHDA's process for awarding, reviewing, and monitoring projects, with IHDA resources, as follows:

- **Pre-Design Activities (PD):** The requirements identified in this chapter pertain to the activities required to gather the project site documentation, establish the project development scope, develop the project estimate of probable construction cost, and identify the project team, many of which occur during the application phase starting with the PPA and ending with an award of IHDA resources.
- **Design Activities (DES):** The requirements identified in this chapter pertain to the activities required to design the project and develop the construction documents which occur after the award of IHDA resources and ending with the initial closing of the project.
- **Construction Activities (CONS):** The requirements identified in this chapter pertain to the activities required to monitor the progress of construction starting after the initial closing of the project and ending with the final closing of the project, at which point the development is ready for occupancy.

INTRODUCTION



Each chapter is organized into three sections, as follows:

- **Overview:** An overview of the activities.
- **Requirements:** A detailed listing of the requirements.
- **Deliverables and Review Process:** A detailed listing of the required deliverables. An overview of the various processes for reviewing required deliverables.



PRE-DESIGN ACTIVITIES

PRE-DESIGN ACTIVITIES



OVERVIEW

Pre-Design Activities are focused on obtaining and reviewing project site documentation, the project development scope, the project estimate of probable construction cost, and the project team to assist IHDA in the evaluation of the project's overall feasibility.

This chapter is organized as follows:

REQUIREMENTS

1. Project Site Documentation
2. Project Scope Development
3. Project Estimate of Probable Construction Cost
4. Project Team

DELIVERABLES AND REVIEW PROCESS

PRE-DESIGN ACTIVITIES



REQUIREMENTS

1. PROJECT SITE DOCUMENTATION

1.1 ENVIRONMENTAL ASSESSMENT

As part of the Application for Multifamily Financing, IHDA requires applicants to submit Environmental Reports prepared by an environmental professional, including the following:

- a. Phase I, Phase II (if recommended in the Phase I), and additional documentation identified below. The submitted Phase I Environmental Report shall meet the requirements of the **ASTM Standard E1527** and be dated no later than 180 days prior to the application date. If the date of the report is later than 180 days prior to the application date, an update to the report must be provided no later than 90 days prior to initial closing. If the date of the report is later than 1 year prior to the application date, a new report must be provided no later than 90 days prior to initial closing. Utilize the Phase I Environmental Report Checklist as a guide for what documentation should be included. The submitted Phase II Environmental Report shall meet the requirements of the **ASTM Standard E1903-11**.
- b. Asbestos Containing Materials (ACM) Survey Report. All state and federally assisted projects must comply with **EPA 40 CFR 61.145** and all other HUD and Illinois Department of Public Health (IDPH) regulations.
- c. Lead Based Paint (LBP) Survey Report. All federally assisted projects having units constructed before 1978 must comply with **Title X of the Housing and Community Redevelopment Act of 1992 regulations found in HUD Title 24 CFR Part 35** and the **Illinois Lead Poisoning Prevention Code, 77 IL. Admin. Code 845**. In addition, all properties and/or units must comply with the Environmental Protection Agency, final rule developed under the Toxic Substances and Control Act, specifically **40 CFR Part 745**, as it relates to the Lead Renovation, Repair, and Painting Program.
- d. Radon Test Report. The submitted Radon Test Report shall meet the requirements of the **ANSI/AARST radon testing standards**.

If a Part 58 review is required for the project, IHDA, as the Responsible Entity (RE) will complete the review, utilizing the required environmental reports and additional documentation provided as a part of the Application. No additional documentation is required.

1.2 PROPERTY NEEDS ASSESSMENT

As part of the Application for Multifamily Financing, IHDA requires applicants that are working on the rehabilitation or adaptive reuse of a property to provide a Property Needs Assessment (PNA) by an independent third-party consultant. The submitted PNA shall meet the requirements of **ASTM E2018-15 Standard Guide for Property Condition Assessment**:

PRE-DESIGN ACTIVITIES



Baseline Property Condition Assessment Process and be dated no later than 180 days prior to the application date. The following additional requirements must also be met:

- a. IHDA must be explicitly addressed as being able to rely on the PNA.
- b. Include an ASHRAE Level 2 Energy Audit.

IHDA will accept PNA or Condition Needs Assessment (CNA) reports prepared under other similar formats including USDA Rural Development, Fannie Mae, or Freddie Mac, to avoid duplication of work prepared under similar formats. The use of other formats not mentioned herein must receive IHDA approval.

# OF UNITS	MINIMUM UNIT OBSERVATIONS
4 -75	50%
76+	25%

- a. At all properties, a minimum of 25% of each unit type must be included in observations.
- b. At scattered site properties (with multiple apartment buildings), the minimum unit requirements apply to each building.
- c. At all properties, the minimum units observed can include up to 50% of vacant units.
- d. At all properties, 100% of units in a Non-Rentable status must be observed. Non-Rentable units can be defined as a unit that is in a damaged condition (e.g. fire, mold) or under renovation or repair.
- e. For all PNA reports, the consultant shall provide a residential unit matrix of existing units including unit type, approximate square footage, occupancy status, and indicating the units observed during the property walkthrough.

1.3 PROPERTY SURVEY

After award and as part of the project due diligence prior to initial closing, IHDA requires applicants to provide an ALTA survey by a licensed surveyor.

The submitted survey shall meet the requirements of the **2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys** (Survey Standards) as established and adopted by the American Land Title Association and the National Society of Professional Surveyors and be dated no later than 180 days prior to the initial closing date. The following additional requirements shall also be met:

- a. Certified by the surveyor to IHDA, borrower/owner and the title company that the survey has been prepared in accordance with the standard.
- b. The survey shall not contain a reference that it is made for loan purposes only.

PRE-DESIGN ACTIVITIES



- c. The following items, as identified on Table A, Optional Survey Responsibilities and Specifications, of the Survey Standards: 1, 3, 4, 6(a), 6(b), 7(a), 7(b)(1), 7(b)(2), 7(c), 8, 9, 10, 11(a), 11(b), and 20.
- d. Per item 20, as identified on Table A of the Survey Standards, the following additional requirements shall be included as to whether the property:
 - Is located in a classified zone 1 (red zone) radon area.
 - Encompasses an area of protected wetlands.
 - Incorporates an engineered barrier encapsulating contaminants.

2. PROJECT SCOPE DEVELOPMENT

As a part of the Application for Multifamily Financing, IHDA requires applicants to provide a project development scope ("scope") based on a review of the project site documentation including but not limited to the environmental assessment, the PNA, and the property survey.

The scope should be identified as one of the following types:

- a. New Construction: A new construction scope includes the construction of a new structure or structures on vacant land. All Requirements are applicable.
- b. Adaptive Reuse: An adaptive reuse scope includes the rehabilitation of an existing building where the use of the building is substantially altered. All Requirements are applicable.
- c. Substantial Rehabilitation: Per the IEBC definition of Alteration – Level 3, a substantial rehabilitation scope includes a work area which exceeds 50 percent of the building area. All Requirements are applicable.
- d. Moderate Rehabilitation: Per the IEBC definition of Alteration – Level 2, a moderate rehabilitation includes the addition or elimination of any door or window, the reconfiguration or extension of any system, or the installation of any additional equipment, and shall apply where the work area is equal to or less than 50 percent of the building area. All Requirements are applicable.
- e. Minor Rehabilitation: Per the IEBC definition of Alteration – Level 1, a minor rehabilitation includes a work area with the removal and replacement or the covering of existing materials, elements, equipment, or fixtures using new materials, elements, equipment, or fixtures that serve the same purpose. All Requirements are applicable except for EGC sustainability requirements.

The scope should be organized around the following major categories:

- a. Site Development
 - Site Hardscape
 - Site Landscape
 - Site Amenities

PRE-DESIGN ACTIVITIES



- b. Building Development
 - Building Structure
 - Building Envelope
 - Building Systems
 - Building Interiors

3. PROJECT ESTIMATE OF PROBABLE CONSTRUCTION COST

As a supplement to the estimate provided by the GC at the time of the Application for Multifamily Financing, IHDA requires applicants to secure an estimate of probable construction cost ("estimate") by an independent third-party consultant. The submitted estimate of probable construction cost shall meet the requirements as identified below and be dated no later than 90 days prior to the application date:

- a. IHDA must be explicitly addressed as being able to rely on the estimate.
- b. An estimate that includes all aspects of the work to successfully complete the full scope of the project based on scope documents supplied by the applicant.
- c. An estimate using recognized construction cost sources such as RS Means Building Construction Cost Data (BCCD).
- d. An estimate that is organized according to the Construction Specifications Institute's (CSI) 16-division or 44-division master format numbering system.
- e. An estimate that incorporates IHDA's requirements for the general contractor's overhead, profit, and general conditions.
- f. If the estimate by the independent third-party consultant differs by 10% or greater from the estimate by the GC, a narrative must be provided to reconcile the two estimates.

4. PROJECT TEAM

4.1 SPECIALTY CONSULTANTS

As part of the Application for Multifamily Financing, IHDA requires applicants to contract with professional services firms including specialty consultants (environmental consultant, surveyor, PNA consultant and cost estimator) and the architect of record. The Authority reserves the right to require other consultants as it may deem appropriate, for the completion of the project. The Authority shall determine if some or all these costs shall be funded by the borrower/developer. The information below is intended as a guide to applicants in the selection of consultants to be used on IHDA funded projects. It is the responsibility of the applicant to decide the capability, competence and/or limitations of a consultant. IHDA reserves the right to change or waive any of the requirements below and reject any studies.

- a. Professional services firms selected to perform services shall not have any direct or indirect interest in any property to be evaluated. IHDA reserves the right to determine necessary actions to eliminate or neutralize any conflict discovered after an applicant secured a professional firm to provide this service. Failure to disclose any organizational

PRE-DESIGN ACTIVITIES



conflict of interest may result in rejection of the application and/or the study by the professional firm with the conflict and request of a study from a different firm at applicant's expense.

- b. The applicant is required to make a proactive effort in selecting and retaining qualified firms certified as Minority Business Enterprise (MBE), Disadvantaged Business Enterprise (DBE) and Women's Business Enterprise (WBE) whenever possible. The applicant is required to verify that any selected MBEs, DBEs and WBEs are registered and have a valid certification number.
- c. The selected consultant must be registered with the Illinois Department of Revenue to conduct business in Illinois and not be debarred, suspended, or otherwise prohibited from professional practice by any Federal, State or Local Agency.
- d. The selected consultant is required to have been in business for a minimum of five (5) years and must demonstrate knowledge and experience related to the development of affordable housing projects.
- e. The selected consultant must supply the applicant with proof of professional liability insurance with a policy limit of \$1,000,000 per occurrence and \$2,000,000 excess umbrella and must submit a copy of the certificate to IHDA. The applicant will determine and notify the applicant of any additional parties, if required prior to contract issuance. Selected firms must not allow their liability insurance to expire or cancel for any reason during the contract period.
- f. Fees for all costs related to the performance of the scope of services shall be determined between the professional services firm and the applicant. The applicant is responsible for payment of fees and entering into a written agreement with the selected professional services firm. Kickbacks or incentives for procuring inflated values will not be permitted.

4.1.1 ENVIRONMENTAL CONSULTANT: The consultant preparing the environmental assessment documentation shall meet the qualifications as outlined in **ASTM Standard E1527**. The **Code of Ethics and Standards of Practice for Environmental Professionals** from the National Association of Environmental Professionals (NAEP) shall apply to all individuals providing environmental services for IHDA projects.

4.1.2 PROPERTY NEEDS ASSESSMENT (PNA) CONSULTANT: The consultant preparing the PNA shall be an independent observer and cannot be connected in any other fashion to the project such as the design architect, project architect of record, general contractor, property manager or sponsor. The consultant shall be a professional in the field of architecture or engineering, or appropriate experience and/or certifications in the construction field.

4.1.3 SURVEYOR: The surveyor preparing the survey shall be a registered Illinois land surveyor.

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4.1.4 COST ESTIMATOR: The consultant preparing the estimate of probable construction cost shall be an independent observer and cannot be connected in any other fashion to the project such as the design architect, project architect of record, general contractor, property manager or sponsor. The consultant, having a license to conduct business in the State of Illinois, shall be certified by one of the following organizations: as a cost engineer by the Association for the Advancement of Cost Engineering (AACE), as a certified professional estimator by the American Society of Professional Estimators (ASPE), as a certified cost estimator/analyst by the International Cost Estimating and Analysis Association (ICEAA) or having a chartered status issued by the Royal Institution of Chartered Surveyors (RICS).

4.2 ARCHITECT OF RECORD

The Architect of Record (AOR) preparing the construction contract documents and performing construction administration services for the project shall be licensed to perform architectural services in the State of Illinois as either a professional organization or as a sole proprietor and have a history of similar work and type as required for the project.

The Authority shall evaluate the AOR's past performance in addition to the requirements as indicated on the Architect of Record Experience Certification form. The Authority reserves the right to deny a project's funding where a proposed architect does not meet the standards established in this certification, or if the architect's history with the authority does not meet a high-quality standard of design expected to be provided for all projects.

The architect of record will NOT be permitted to act as the general contractor without the written approval of the Authority.

As part of the Application for Multifamily Financing, IHDA requires applicants to contract with an architect of record, using the latest edition of contract form **AIA B101 Standard Form of Agreement Between Owner and Architect** or another version of the AIA Standard Form of Agreement Between Owner and Architect, approved in advance by the Authority.

4.3 GENERAL CONTRACTOR

The General Contractor (GC) providing the required labor and materials necessary for the construction of the project, based on the construction contract documents prepared by the AOR, shall have a history of similar work and type as required for the project.

The Authority shall evaluate the GC's past performance in addition to the requirements as indicated on the General Contractor Experience Certification form. The Authority reserves the right to deny a project's funding where a proposed contractor does not meet the standards established in this certification, or if the contractor's history with the authority does not meet a high-quality standard of construction expected to be provided for all projects.

As part of the Application for Multifamily Financing, IHDA requires applicants to identify and engage with a proposed general contractor. Prior to Initial Closing, the contract with the GC should be executed using the latest edition of contract form **AIA A102 Standard Form of Agreement Between Owner and Contractor**, the latest edition of contract form **AIA A201 General Conditions of the Contract for Construction** without modifications, and IHDA's rider.

PRE-DESIGN ACTIVITIES



The following is a list of requirements to be incorporated into the GC's contract for construction:

- a. **Identity of Interest:** In the event there is an identity of interest between the applicant and GC, the following will apply:
 - The developer fee will be reduced 2%, through the Authority's underwriting process via the Authority's Multifamily Application, or
 - The GC's overhead of 2% shall be eliminated. Limited partnerships, joint ventures, and other types of associations between the applicant and the general contractor shall be subject to the Authority's limitations on overhead.
- b. **Pre-Construction Services** performed by a GC shall be considered as acting as a construction consultant to the applicant. All direct costs and fees associated with this service is viewed as consultancy and therefore is paid through the developer fee.
- c. **Overhead, Profit, and General Conditions:**
 - The combined value of the GC's overhead, profit and general conditions shall not exceed 14%, calculated based on the hard construction costs. This percentage as indicated in the Contractor's Sworn Statement (CSS) at initial closing, shall remain constant throughout the project including any change orders. General conditions, overhead and profit shall be paid out equal to the completion of construction percentage as identified in the pay application. Related mobilization charges shall be evaluated on an as needed basis.
 - As the GC is responsible for general conditions, any subcontracting of these out to lower tier subcontractors will be evaluated against the stated limit and may reduce the amount of the GC's general conditions percentage a GC can collect accordingly. All general conditions items listed in the Appendix must be kept within the allowable percentages and the Authority prefers not to have individual items broken out as separate trade lines on the CSS. If individual items are isolated, the general condition line item must be reduced by the individual line value, so the sum of the general conditions listed, and individual line items do not exceed the allowable limit. Values for these items, if identified by the Authority, are more than the allowable percentage, the individual line-item values shall be removed from the budget. Redistribution of these values through the remaining trades after being removed from the contract is prohibited.
 - The GC shall reduce their markup for any self-performed work. The reduction shall be equal to the 2% of the trade cost identified as being self-performed. All self-performed work anticipated for the project must be identified on the originally submitted CSS for review prior to Initial Closing.
 - Financing, holding charges or other types of construction related interest shall be included in the overhead or general conditions calculation.
- d. **Payment and Performance Bond:** The Authority will require one of the following:
 - A payment and performance bond equal to 100% of the cost of construction of the development, or

PRE-DESIGN ACTIVITIES



- An unconditional, irrevocable commercial letter of credit, issued by a financial institution approved by the Authority, in an amount equal to 25% of the cost of construction of the development.
- This is not required for projects receiving Low-Income Housing Tax Credit financing only or seeking bond only financing with 4% Tax Credits. Bonding or letter of credit requirements would be at the discretion of other lenders/investors. If a project is seeking additional Authority financing in combination with these sources, the bond or letter of credit must be provided as described above.

PRE-DESIGN ACTIVITIES



PRE-DESIGN DELIVERABLES AND REVIEW PROCESS

The following is a list of deliverables required to demonstrate compliance with the requirements of the Pre-Design Activities along with their respective review process:

- a. IHDA Environmental Report Checklist: To be submitted to IHDA at the time of application for review by Regulatory Compliance.
- b. Consultant's Environmental Phase I Report: To be submitted to IHDA at the time of application for review by Regulatory Compliance.
- c. Consultant's Environmental Phase II Report (if required): To be submitted to IHDA at the time of application for review by Regulatory Compliance.
- d. Consultant's Property Needs Assessment: To be submitted to IHDA at the time of application for review by Design Compliance.
- e. Surveyor's Property Survey: To be submitted to IHDA no later than 60 days prior to Initial Closing for review by Design Compliance.
- f. IHDA Project Development Scope Summary: To be submitted to IHDA at the time of application for review by Design Compliance.
- g. Consultant's Project Estimate of Probable Construction Cost: To be submitted to IHDA at the time of application for review by Construction Compliance.
- h. Architect of Record Experience Certification: To be submitted to IHDA at the time of application for review by Design Compliance.
- i. General Contractor Experience Certification: To be submitted to IHDA at the time of application for review by Construction Compliance.

DESIGN ACTIVITIES



DESIGN ACTIVITIES

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OVERVIEW

Design activities are focused on obtaining and reviewing design and construction documents to assist IHDA in the evaluation of the project's compliance with design requirements.

The drawings and specifications must be prepared under direct supervision of an Illinois licensed architect in accordance with the Architectural Practice Act, bear the license number of the architect, and if the architect is part of any business structure other than a sole proprietorship, he or she must include the project design firm registration number on the drawings. The drawings are required to be signed and sealed by the architect of record. A professional engineer licensed to practice their profession in the State of Illinois, when acting as a consultant to the architect of record or under a separate agreement with the applicant, must sign and seal his work and provide proof of professional liability insurance.

The Authority's acceptance of plans and specifications is limited to the Authority review and shall not constitute a general approval of the development. The review of the plans and specifications is solely for the benefit of the Authority and not that of any other party. Subsequent modifications to the plans and specifications after the Authority's acceptance must be approved by the Authority. Further, such acceptance shall not constitute a waiver of the Authority rights against those responsible for any error or omission or unauthorized changes.

Refer to the Drawing Checklist for additional information as applicable to each project scope.

This chapter is organized as follows:

REQUIREMENTS

1. Accessibility & Visitability
2. Sustainability
3. Site Components
4. Building Components
5. Unique Building Types

DELIVERABLES AND REVIEW PROCESS

DESIGN ACTIVITIES



REQUIREMENTS

1. ACCESSIBILITY & VISITABILITY

Projects must comply with the adopted local building and accessibility code. One or more of the following accessibility standards and codes shall be applicable to any development funded by the Authority. When there is a conflict in the design requirements of the various standards and codes, the most stringent requirements will prevail.

- a. **The Americans with Disabilities Act (ADA):** All projects which include common areas open for public use, such as a property management or rental office, community room, kitchen, public toilet rooms, lobbies, and corridors, shall comply with all requirements.
- b. **Federal Fair Housing Act (FFHA) and International Code Council (ICC) / American National Standard (ANSI) A117.1 (2009):** New construction projects of four or more dwelling units and buildings constructed for first occupancy after March 13, 1991, shall comply with all accessibility standards and design requirements.
- c. **Illinois Accessibility Code (IAC), Section 233, Residential Facilities:** Projects with housing units that are owned or financed by a governmental unit that consist of five or more dwelling units on each project site, shall comply with all requirements.
- d. **Uniform Federal Accessibility Standards (UFAS) Section 504 of the 1973 Rehabilitation Act and 1984 Uniform Federal Accessibility Standards:** Projects with housing units that receive federal financial assistance (HOME, National Housing Trust Fund, Risk Share, Section 811, etc.), shall comply with all requirements.
- e. **United States Department of Housing and Urban Development (HUD) Title 24 Code of Federal Regulations (CFT) § 8.23, Alterations of Existing Housing Facilities:** Projects that receive federal financial assistance, shall comply with all requirements.

1.1 NEW CONSTRUCTION REQUIREMENTS

1.1.1 ADAPTABLE UNITS: At a minimum, 20% of the total number of units must comply with the requirements of the IAC Section 233.6.5.

1.1.2 ACCESSIBLE UNITS: At a minimum, 10% of the total number of units (with at least one) shall be Type 'A' accessible units for persons with mobility impairments, in compliance with ICC/ANSI A117.1 (2009). In projects where there is a variety of units offered, at least one of each type of unit, including town houses, must be designed to the Type 'A' unit standard. The development must offer the same choices of unit location and variety of units to persons with mobility impairments as those who are not mobility impaired.

1.1.3 SENSORY UNITS: At a minimum, 2% of the total number of units (with at least one) shall be suitable for units for persons with hearing or visual impairments, in compliance with

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ICC/ANSI A117.1 (2009). The number of hearing and visual impaired units shall not be included in the required unit count for accessible units.

1.1.4 BUILDINGS WITH ELEVATORS: At a minimum, 100% of the total number of units must comply with the requirements of the FFHA.

1.1.5 BUILDINGS WITHOUT ELEVATORS: At a minimum, 100% of the total number of ground floor units must comply with the requirements of the FFHA.

1.2 ADAPTIVE REUSE & REHABILITATION REQUIREMENTS

Unless technically infeasible, adaptive reuse and substantial rehabilitation of existing buildings shall comply with the requirements listed for new construction.

Moderate and minor rehabilitation of existing buildings shall comply with the requirements listed for new construction, to the maximum extent feasible.

The level of accessibility will be determined by complying with IAC, Section 202. For rehabilitation of historic buildings including compliance with requirements of the State of Illinois Historical Agency, IAC, Section 202.5 will govern.

1.3 VISITABILITY

Visitability design criteria allow persons with disabilities access to residential units by providing them with the opportunity to visit friends and family. It incorporates the following in all new construction, adaptive reuse, and rehabilitation projects, whenever practical. Visitability design criteria will be required in all single-family, townhomes, single story dwelling units and multi-story dwelling units. In multi-story elevator buildings, every unit shall be visitable. In multi-family non-elevator buildings only the ground floor units shall be visitable. Visitability shall not be used as a substitute for accessible or adaptable requirements described above.

If feasible the following should be incorporated in rehabilitation projects as well.

1.3.1 ACCESSIBLE ROUTE: From the point of arrival, defined as the public walk or public parking, to the point of access, defined as the main entrance of each unit, the accessible route should include a clear width of 36", a running slope of not greater than 5%, and a cross slope of not greater than 2%. For single family and townhome units, point of access does not include an attached garage. In the absence of a public point of arrival, consult with Design Compliance on allowable options.

1.3.2 MAIN ENTRANCE: Each unit must have at least one zero-step entrance which is an entrance without a step at the entrance door and with less than 1/2" difference between the inside and outside surfaces, or with a threshold with less than a 1/2" rise. An overhang or porch roof is recommended to protect the entrance from the elements. The main entrance shall be a minimum of 36" wide and all other doors on the main level shall be a minimum of 34" wide.

1.3.3 BATHROOM: Half bathroom on the main entrance floor in compliance with the requirements of UFAS, Section 4.34.5 or requirements of ICC/ANSI A117.1 (2009).

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2. SUSTAINABILITY

Projects must comply with the following standards and codes. When there is a conflict in the design requirements of the various standards and codes, the most stringent requirements will prevail.

- a. **Enterprise Green Communities (EGC):** New construction, adaptive re-use, substantial and moderate rehabilitation project types must comply with the forty mandatory project criteria in the eight major sections of the Enterprise program, as outlined in the Mandatory Criteria Checklist, unless pursuing certification under one of the green building standards as described in the QAP. In addition, new construction, adaptive re-use, substantial and moderate rehabilitation project types must comply with the EGC requirements for blower door testing and submit the test results at the time of construction close-out. If the project is unable to comply with EGC mandatory requirements, a waiver request must be submitted at the time of application for review by Design Compliance.
- b. **Illinois Energy Conservation Code (IECC):** All project types must comply with the prescriptive option, for single family and low-rise residential buildings of 3 stories or less, or the performance option for residential buildings of 4 stories or over.
- c. **Energy Star:** All new appliances shall be Energy Star certified where certification is available for that appliance type. Provide proof of certification as a part of the design review submittal.

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3. SITE COMPONENTS

3.1 HARDSCAPE

3.1.1 ROADWAYS & SIDEWALKS: The design of private internal roadways and sidewalks shall comply with the local jurisdiction's design requirements to enable them to be acceptable to the municipality to qualify for future dedication to the municipality. Parking areas must be paved and graded for proper drainage as set forth in the HUD Minimum Property Standards.

3.1.2 PARKING: Parking spaces shall be provided as per local zoning ordinance but in no case be less than one parking space per dwelling unit for family housing, and 0.75 spaces per unit for senior housing except for the following housing types. Where site constraints prohibit complying with a 1:1 parking ratio, consult Design Compliance.

HOUSING TYPE	EXCEPTIONS
Supportive Living Facilities for the Frail Elderly (as defined by the Illinois Department of Public Aid)	One parking space shall be provided for each 10 units plus one parking space for every two staff members and 10% of the total number of units for visitor parking or as per local ordinance, whichever is greater.
Single Room Occupancy (SRO)	One (1) parking space shall be provided for each 10 units or as per local ordinance, whichever is greater.
Supportive Family Housing	One (1) parking space shall be provided for each 5 units or as per local ordinance, whichever is greater.
Transit Oriented Development	Reduction of parking requirement as allowed by local zoning codes meeting with distance to transit requirements.

Parking areas shall be designed to meet the minimum parking space and drive aisle requirements within the local zoning or building codes. The following minimum dimensions shall be provided if there are no local standards:

- Double-loaded 90-degree parking areas shall be a minimum width of 60'-0".
- Single-loaded 90-degree parking areas shall have a minimum width of 42'-0".
- Intermediate and access aisles shall be a minimum of 24'-0" in width for two-way traffic, and 12'-0" in width for one-way traffic.
- A minimum number of accessible parking and accessible van parking stalls shall be provided meeting with local and state accessibility code requirements. When accessible

DESIGN ACTIVITIES



parking spaces are provided, one space in every six, or fraction thereof, shall be van accessible.

Exception: Where parking is provided for all residents, one accessible parking space shall be provided for each Fully Accessible and Type A dwelling unit. Where parking is provided for only a portion of the residents, an accessible parking space shall be provided on request of the occupant of an accessible dwelling unit.

- e. Each accessible parking space must be adjacent to an access aisle as allowed by the Illinois Accessibility Code, applicable federal and local codes, whichever is most restrictive, and all access aisles shall blend to a common level with an accessible route.
- f. In multi-family developments, when covered parking is provided, a minimum of 2% of the covered parking spaces shall be accessible. If garages are provided, the minimum dimensions shall be per applicable code and the door shall be 9'-0" wide. Covered parking shall be defined as either an indoor parking garage or an outside parking lot carport.
- g. Accessible parking spaces and access aisles shall be designed so that cars and vans, when parked, cannot obstruct the required clear width of adjacent accessible routes. They shall not have a slope greater than 2% in all directions.
- h. In single family developments with single car garages, the minimum garage dimension will be 11'-0" wide by 20'-0" deep with an 8'-0" wide door.
- i. Concrete curbs at all access drives and parking lots must be provided. A single-family driveway is not considered a parking lot or an access drive and therefore does not require a curb. However, any parking lot provided at public use spaces in single family developments will require a curb per this requirement. If a site is developed within an existing neighborhood where curbs are not provided for the existing roads, new roadways shall be allowed to meet existing conditions, and shall be built per local municipality requirements.
- j. Access to fire-fighting equipment must be provided in accordance with the requirements of the local authorities.
- k. All sidewalks along the accessible route must be a minimum of 5'-0" in width,
Exception: Service walks and sidewalks accessing a single dwelling unit may be 3'-0" in width.
- l. A minimum 6-foot-wide sidewalk is required when parking spaces abut sidewalks, and the edge of the sidewalk becomes the wheel stop. If pre-cast concrete wheel stops are provided and located a minimum of 30" from the edge of the sidewalk to the centerline of the wheel stop, then a 5'-0" wide sidewalk will be permitted.

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- m. Public sidewalks provided for multi-unit single family developments shall be designed to meet local municipality requirements for public sidewalks for neighborhoods.
- n. Refuse collection stations must be on an accessible route and screened with permanent enclosures. Paved areas adjacent to the collection stations must be designed to provide adequate bearing for heavy garbage trucks.

3.2 LANDSCAPE

Landscaping shall comply with the local jurisdiction's zoning or building code. The minimum cost for the landscaping shall be 1% of the hard construction cost of the project. Landscaping hard costs include vegetation, decorative hardscape, fencing, irrigation, path lighting not required for code and site furnishings.

3.2.1 STORMWATER DESIGN: Stormwater design for the site shall comply with local jurisdictional requirements, and an approved plan shall be submitted to the Authority with the final plans and specifications prior to the start of construction. All permits must be received by the State of Illinois Environmental Protection Agency prior to closing. If no jurisdictional requirements apply, all stormwater must be managed within the project site and be connected into a clearly identified storm sewer system (dedicated or combined).

Treat or retain on-site the precipitation volume from the 60th percentile precipitation event, as defined by the U.S. Environmental Protection Agency in the Technical Guidance on Implementing the Stormwater Runoff Requirements for Federal Projects under Section 438 of the Energy Independence and Security Act. On sites in which retaining the 60th percentile precipitation event is not feasible due to geotechnical issues (e.g., high groundwater elevations, contamination, underground utilities, underground transportation networks), soil conditions (e.g., clay soils) or the size of the site (e.g., zero lot line), the project must treat or retain the maximum possible up to the 60th percentile precipitation event.

3.2.2 IRRIGATION: Irrigation (manual or automated) shall be provided for the proper maintenance of planted material (e.g., trees, shrubs, sod, seeded areas, etc.). A water efficient irrigation system shall be utilized that includes irrigation zones to respond to weather conditions, timer, and controls to minimize evaporation, and soil moisture sensors. In addition, non-freeze wall hydrants or hose bibs shall be provided minimally 200'-0" apart along the perimeter of a multi-family building and at the front and rear of each scattered site development with 1-4 units.

3.2.3 VEGETATION: Selection of new trees and plants shall be at least 50 percent native and/or adaptive species, 100 percent appropriate to the site's soils and microclimate and do not include invasive species.

3.3 SITE AMENITIES

3.3.1 BICYCLE STORAGE: If provided, bicycle storage facilities shall be in exterior areas with bicycle racks, and/or in a separate room in the building or in a separate storage building. Exterior bike racks, if used, must be anchored, and have the requisite space for a parked bike which will not reduce the required width of an accessible path or parking stall.

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3.3.2 PLAYGROUND: For properties without tenant age restrictions, provide a fully equipped playground or tot lot appropriately sized for the project unless otherwise approved by the Authority. An accessible route to the playground must be provided. The ground surface of the play area shall be stable, firm and slip resistant. Where play components are provided, they shall be ADA compliant.

Play areas for younger children shall be centrally located and surrounded by dwelling units. An accessible route must be provided to the play area. The ground surface of the play area shall be stable, firm, and slip resistant.

Playground shall be designed for ages 2-12, service 25% of the occupancy where a minimum of 33% shall be accessible. Provide details for any decorative fencing, fall area material specified as accessible, and provide a basis of design for accessible play system components.

3.3.3 RECREATIONAL FACILITIES: Outdoor recreational facilities shall be on an accessible route. Swimming pools and wading pools must meet the Minimum Sanitary Regulations for the Design and Operation of Swimming Pools and Bathing Beaches by the Department of Public Health, State of Illinois, any local public health department regulations, and the ADA.

4. BUILDING COMPONENTS

4.1 LOCATION

All projects located on the flood plain shall submit proof of flood insurance. Federally funded projects located in the flood plain are subject to the 8-step review process as determined by HUD. Projects shall not be in proximity to environmental hazards. Sites that are divided by a heavily traveled major traffic artery shall be avoided and may not be financed.

4.2 FOUNDATIONS

Foundations are to be designed based on a soils report including a boring log which shall be submitted to the Authority for review. In projects composed of one building exceeding 2000 square feet, there shall be a minimum of three borings within the building footprint and two borings along sidewalks and roadways. In projects with multiple buildings exceeding 2000 square feet, there shall be a minimum of nine borings within the building footprints and evenly distributed throughout the project or as otherwise directed by the structural engineer. In addition, for both single family and multi-family, on previously developed lots, at a minimum one boring is required within the footprint of each former structure. Borings shall extend to a minimum of 15'-0" below the natural grade. For high-rise buildings at least one boring shall extend down to 100'-0" below the natural grade or hardpan.

4.2.1 WALL AND COLUMN SUPPORT FOOTINGS: Wall and column support footings shall be constructed of cast-in-place concrete. They shall be reinforced to accommodate the design loads. Timber, steel grillage, or other material used for footings will not be permitted. Wall and column footings shall extend to the appropriate frost depth for the site, or bear on suitable soil meeting the specified soil bearing capacity identified by the soils report.

4.2.2 FOUNDATION WALLS: Cast-in-place concrete, precast concrete and masonry foundation walls will be permitted and shall be designed to meet the requirements of the local building

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code. Steel sheet piles or helical pier foundations shall be allowed, with Authority approval. Wood foundation systems, rubble stone or any other similar materials used for foundation walls will not be permitted.

4.2.3 FOUNDATION DRAINAGE: An under-slab drainage system must be installed when the water table is 5'-0" or less below the bottom of the floor slab to prevent hydrostatic pressure build-up from groundwater fluctuation.

Finished grade at the exterior perimeter of the building shall be not less than 4" below the top of the exterior face of the foundation wall and slope away from the building at a slope of 5% for a minimum of 10'-0" measured perpendicular to the wall.

4.2.4 SPECIAL FOUNDATION CONDITIONS: Beneath concrete slabs, except where existing slabs are left intact for rehabilitation projects, choose one of the following details:

- a. Install a 4" layer of $\frac{1}{2}$ " diameter or greater clean aggregate as a capillary break.
- b. Install a 4" uniform layer of sand, overlain with a layer of or strips of geotextile drainage matting installed according to the manufacturer's instructions.

Beneath crawl spaces without slabs (projects on raised pier foundations with no foundation walls are exempt), choose one of the following details:

- a. Install at least 8-mil cross-laminated polyethylene on the crawl space floor, extend up at least 12" on piers and foundation walls with joints overlapping at least 12". The 8-mil and the cross-lamination ensure longevity of the polyethylene.
- b. Line the anticipated high-traffic area(s) of the crawl space with foam board, so the polyethylene beneath will not be disturbed.

4.2.5 RADON SYSTEMS: All projects must comply with the Illinois Emergency Management Agency Radon program and the EPA's radon guidelines. When radon mitigation is either recommended or required, at a minimum, a passive-active system shall be installed.

4.3 EXTERIOR ENVELOPE

Provide water drainage away from walls, windows, and roofs by implementing the following techniques. Provide a continuous housewrap /weather-resistive barrier with sheets lapped shingle-style to prevent bulk water that penetrates the finished exterior cladding system from entering the wall assembly or being introduced through window or door openings or through other penetrations. Alternatively, install a fluid applied weather-resistive barrier in accordance with manufacturer's instructions. Taped systems (such as ZIP, ForceField, and others) are acceptable.

Precast panel systems shall be designed and engineered by an Illinois licensed design firm with a minimum of 5 years' experience. All system aspects shall be fully coordinated with the Architect of Record. Stamped drawings, incorporating all applicable items listed on the IHDA Drawing Checklist, are required for plan review.

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4.3.1 FLASHING: Flashings at roof/wall intersections and wall penetrations (i.e., plumbing, electrical, vents, HVAC refrigerant lines and the like in addition to windows and doors) must be integrated with the weather-resistive barrier and drainage plane prior to any exterior finish being installed to prevent bulk water from entering the exterior wall assembly. This includes kick-out flashing where a sloped roof eave terminates in a wall with siding, stucco, or other applied finish apart from brick veneer. Flashing must be installed at the bottom of exterior walls with weep holes included for masonry veneer and weep screed for stucco cladding systems or equivalent drainage systems.

4.3.2 WALL CLADDING: Exterior wall facings shall consist of 4" face brick, stone, concrete masonry units, aluminum siding, vinyl siding, metal lath and cement stucco, glass and aluminum curtain wall systems, prefinished metal panels, cementitious siding, treated engineered wood siding, insulated precast concrete decorative panels, wood siding or Authority approved equal.

Exterior Insulation and Finish Systems (EIFS) are permitted in limited areas as an exterior facing with the approval of the Authority only and shall not be allowed as a primary building facing. EIFS shall not be allowed as a finish material to be placed over the face of exterior cladding on existing buildings.

4.3.3 MASONRY RESTORATION: Special attention shall be given to a review of the lintels and mortar joints when rehabilitating masonry structures. A detailed repair scheme must be incorporated in the plans and specifications including the clearly defined areas where lintel repair and tuckpointing work is to be performed. All steel lintels shall be galvanized and repaired if scraped during installation. All exposed surfaces of steel lintels shall be finished to match adjacent finish.

4.3.4 OPENINGS: All new windows shall have insect screens.

4.4 SYSTEMS

Design-build type systems shall be designed and engineered by an Illinois licensed design firm with a minimum of 5 years' experience. All system aspects shall be fully coordinated with the Architect of Record. Stamped drawings, incorporating all applicable items listed on the IHDA Drawing Checklist, are required for plan review.

4.4.1 HEATING, COOLING AND VENTILATION (HVAC): All units shall be heated and air-conditioned. The design of the system shall be such to maintain a consistent temperature in all habitable spaces evenly throughout the day. Heating, ventilating, and air-conditioning systems shall be designed and installed according to the requirements of the local building code. If no building code is adopted within the jurisdiction, the most current edition of the International Mechanical Code shall apply. They shall also comply with the efficient utilization of energy in accordance with the latest edition of the International Energy Conservation Code with Illinois Amendments. Lastly, the United States Department of Energy REScheck or COMcheck compliance verification and code requirements must be submitted to the Authority for review. All HVAC, plumbing, fire protection and electrical floor and wall penetrations must be properly sealed to maintain both the proper fire rating as required by the applicable building code, and/or acoustic control of adjacent spaces.

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Size and select heating and cooling equipment in accordance with the Air Conditioning Contractors of America (ACCA) Manuals J and S or in accordance with the most recent ASHRAE Handbook of Fundamentals available at time of specification.

The installation and approval of fuel gas distribution piping and equipment, fuel gas-fired appliances, and fuel gas-fired venting systems shall be in accordance with the latest edition of the International Fuel Gas Code or the local building code, whichever is most stringent.

Any change orders submitted requiring changes to mechanical room design as a result of layouts not complying with code or equipment manufacturer clearance requirements will be determined to be errors and omissions, and subject to the requirements of the Construction Activities. It is expected coordination of all equipment clearances is complete prior to submitting design documents for review.

A local mechanical exhaust system, in full accordance with ASHRAE 62.2-2010, shall be installed in each bathroom and kitchen. For Historic projects, consult Appendix A of ASHRAE 62.2-2010 on options for compliance.

Buildings of four stories or more, in full accordance with ASHRAE 62.1-2010, shall also install a mechanical ventilation system for all hallways and common spaces.

New technologies (items such as: alternative building systems, new design components and/or materials, etc.) included for the purpose of decreasing operating costs must be proven and not experimental. Any new technology incorporated for energy savings will need to be justified through a cost benefit analysis. Applicable new technologies shall include any proposed efficiencies in excess of those indicated in the 2018 International Energy Conservation Code, ASHRE Standard 90.1-2019, or beyond those typically employed in similar housing. New technologies shall have a payback period within 15 years. Simple payback analysis shall at a minimum be utilized, or: the initial cost of the technology (or differential cost over its equivalent) divided by the annual energy savings due to the new technology. The payback period shall be calculated using the current Authority underwriting forecasting assumptions and shall incorporate maintenance costs, adjustments for any needed life cycle repairs and/or reserves.

4.4.2 PLUMBING: The Illinois State Plumbing Code, the local plumbing code, and these standards shall govern all plumbing work performed on new construction and the rehabilitation of existing buildings. Whenever there is a conflict in the requirements between the regulations, the more stringent requirement will prevail. All plumbing work shall be performed only by Illinois licensed plumbers and apprentice plumbers under the direction of a licensed plumber.

- a. No project shall be served by a well or septic system.
- b. On rehabilitation projects, replacement of the lead pipe incoming water service shall be required.

All equipment used for heating water or storing hot water shall be provided, at the time of installation of such equipment, with an appropriate relief valve or valves to protect against excessive or unsafe temperature and/or pressure. Water distribution piping from the water meter throughout the building shall be "Types K or M" or ductile iron for below ground piping, and copper or PEX for above ground piping. CPVC or Polybutylene water distribution pipe shall not

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be permitted. PEX piping below grade shall be allowed to be installed following industry best practices and code requirements.

Dielectric isolation shall be provided between ferrous and non-ferrous metals. Provide dielectric unions at points of connection of copper piping to ferrous piping and equipment or fittings.

Indicate on the drawings that water-conserving fixtures with the following minimum specifications will be used:

FIXTURE	WATER CONSERVATION MINIMUMS
Toilets	1.28 GPF with MaP Score >800
Urinals	0.50 GPF
Showerheads	1.75 GPM
Kitchen faucets	1.50 GPM
Bathroom faucets	0.50 GPM

4.4.3 ELECTRICAL: The National Electrical Code, the local electrical code, and these standards shall govern all electrical work performed on new construction and the rehabilitation of existing buildings. Whenever there is a conflict in the requirements between the regulations, the more stringent requirement shall prevail.

The electric service to each dwelling unit shall be metered separately in all new construction projects. One central meter shall only be permitted with a letter of approval from the electric utility company.

- The minimum electric service to a dwelling unit shall be 60-amperes. Appropriately sized and rated, existing electrical service may be allowed to remain for apartment unit rehabilitations. A load calculation for each unit of the proposed design should be provided to ascertain if the service is properly sized for the project.
- Copper wiring is required in all branch circuits and within all units. Aluminum and aluminum clad copper wiring is ONLY allowed in feeders 60 amps or larger terminating in disconnects and electrical panels with lugs that are rated and suitable for aluminum wiring. The line from the transformer to the meter is regulated by the National Electrical Code and/or the local utility company whichever is most stringent.
- In existing buildings that have existing aluminum wiring, all switches and outlets rated 20-ampere or less directly connected to aluminum conductors must be marked CO/ALR.
- Every dwelling unit in buildings serviced by natural gas shall be equipped with at least one approved carbon monoxide (CO) alarm meeting the installation and operational requirements of the Carbon Monoxide Alarm Detector Act (Public Act 094-0741) and the local municipal requirements, whichever is more restrictive. All CO alarms shall be hard wired in new construction projects with appropriate battery back-up. Rehabilitation projects may utilize battery powered or plug in CO detectors if allowed by the local AHJ.
- Every dwelling unit shall be equipped with at least one approved smoke detector in accordance with the location and operation requirements of the Smoke Detector Act

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(Public Act 425 ILCS 60/) and local code requirements, whichever is more restrictive.

- f. Exposed conduit is prohibited unless concealment of the conduit is not physically possible or is considered integral to the design intent. Contact the Authority in the design stage for prior approval. If approved, the conduit or wire mold must be painted to match the mounting surface.
- g. Family projects shall have tamperproof receptacles in all rooms except for utility rooms and garage. In rehabilitation projects receptacles shall be replaced where technically feasible.

4.4.4 LIGHTING: Exterior lighting shall be provided by LED fixtures which meet energy code requirements for lighting power densities and efficiencies. The lighting design shall minimize light trespass and glare from selected fixtures both off properties and into residential units.

Interior lighting shall be provided by LED fixtures which meet energy code requirements for lighting power densities and efficiencies. The lighting design shall meet the Illuminating Engineering Society's (IES) recommended foot-candle levels.

4.4.5 FIRE PROTECTION: Fire protection systems, if required by code, must be properly priced to include all equipment and accessories required for a fully operational system for the building. This value shall be represented on the CSS submitted for review prior to Initial Closing of the project.

- a. The price of the system included in the CSS must meet all applicable code requirements. Change orders requiring additional expenses related to the fire protection system, if as a result of code compliance after Initial Closing, will be classified as errors and omissions.
- b. Exposed piping of fire protection systems is prohibited unless concealment is not physically possible. Contact the Authority in the design stage for prior approval. If approved, the pipe must be painted to match the mounting surface.

4.4.5 SECURITY: Security components to include the following: camera system, alarm systems, and access control systems.

4.4.6 COMMUNICATION: Common areas and units to include access to high-speed internet either through wireless service or a hard-wired connection.

4.5 INTERIORS

4.5.1 FLOORING: All flooring products (whether carpet or hard surface) must comply with the emission requirements identified in EGC 6.4 Healthier Material Selection. No flexible PVC with phthalates may be installed, whether the phthalates were intentionally added or added via recycled content. Carpet shall not be permitted as a floor finish in building entryways, laundry areas, kitchens/kitchenettes, bathrooms, or utility rooms. Fluid applied finish floors may only be

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installed in non-occupied spaces, such as mechanical rooms.

4.5.2 INTERIOR PAINTS, COATINGS, PRIMERS, AND WALLPAPERS: These material selections must have VOC content less than or equal to the thresholds provided by the most recent version of SCAQMD 1113 available at time of product specification for all interior paints, coatings, and primers. All wallpaper must be phthalate free.

4.5.3 INTERIOR ADHESIVES AND SEALANTS: These material selections must have VOC content less than or equal to the thresholds provided by the most recent version of SCAQMD 1168 available at time of product specification for all interior adhesives and sealants.

4.5.4 INSULATION: Fiberglass or mineral wool batt insulations must be formaldehyde-free.

4.5.5 COMPOSITE WOOD: Formaldehyde emissions less than or equal to the thresholds provided by CARB Phase 2 and/or TSCA Title IV for plywood, particleboard, MDF, and these materials within other products like cabinets and doors. For any other composite wood products not covered by CARB/TSCA requirements, but used in interior spaces, these must at minimum have No Added Urea Formaldehyde (NAUF).

4.5.6 STAIRS: Open risers are not permitted. Outdoor stairs and their approaches shall be designed so that water will not accumulate on walking surfaces. Exterior fire escapes shall not be permitted in new construction projects but will be acceptable as a means of egress component in existing buildings only.

When stairs are installed along routes that are required to be accessible there must be an alternative way to get between levels. When an accessible route consists of both a ramp and stairs, it is recommended they are in close proximity so people who can use only one of the two need not travel an unreasonable additional distance.

If the alternative option chosen is elevator or lift, the stairs do not need to comply with the "Stairways" section outlined in ICC/ANSI A117.1 (2009) adopted by the authority having jurisdiction.

If the alternative option chosen is a ramp, the stairs must comply with the "Ramps" section outlined in ICC/ANSI A117.1 (2009) adopted by the authority having jurisdiction.

4.5.7 WINDOW TREATMENTS: All windows shall be provided with window treatments that, when closed, limit views and control the amount of light entering the room.

4.6 COMMUNITY FACILITIES

4.6.1 COMMUNITY ROOM: Provide a kitchen that at a minimum has a sink, range/oven, refrigerator, base, and overhead storage. In municipalities requiring a commercial range hood above a range, the range/oven may be omitted, but a letter confirming this requirement as part of the municipal code must be provided to the Authority for review. A microwave is not a substitute for a range/oven.

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4.6.2 LAUNDRY ROOM: Provide a common laundry room with washers and dryers equal to the more stringent number required by the most current edition of the local or state plumbing code. 5% of the total number, or a minimum of one each, of washers and dryers must be front loading. When a common laundry room is not provided, washers and dryers must be provided within each dwelling unit. Utility hook-ups alone are not sufficient. In accessible dwelling units, a front-loading washer and dryer must be provided.

4.6.3 RECREATIONAL FACILITIES: Indoor recreational facilities shall be located within the project, and shall comply with the following minimum size requirements:

Dwelling Type	Area
5-100 dwelling units	600 square feet
101-300 dwelling units	800 square feet
301-500 dwelling units	1200 square feet

4.6.4 SUPPORT SPACES:

- Support spaces include the management office and maintenance spaces. If office space is contemplated, it must be for the exclusive use for tenant services or for the operation of the building. The applicant shall discuss the plans with the Authority's staff at the earliest opportunity. If the size of the project warrants a separate common space for the management staff and rental office, it shall include an office large enough to accommodate a secretarial space, a waiting/reception area, at least one accessible public restroom, and a storage/coat closet. These areas must be located on an accessible route from the point of arrival and accessible to persons with disabilities. These areas may be in separate buildings, such as a clubhouse, or on the ground floor to allow for maximum site and building surveillance. When a separate workroom or repair shop having vehicular access is provided, it shall be appropriately sized and include storage facilities, a utility sink, toilet facilities, and work bench.
- Refuse collection and compactor rooms shall be mechanically ventilated and be in a room completely separated from the remainder of the building with walls and ceiling meeting code defined fire separation requirements. Where the room is serviced by a trash chute, code required, and maintenance sprinkler heads shall be provided. All openings to trash rooms shall meet code requirements in terms of fire rating and hardware. A concrete slab shall directly link access from this area to the exterior pick up point. Floor drains and hose bibs shall be provided at these trash termination locations. Refuse and laundry chutes shall not be used for any other purpose. The chutes shall have a fire resistive rating of not less than what is required by the applicable building code. An automatic sprinkler system shall be installed as required by code. Chutes extending three or more floors shall have additional sprinkler heads installed within the chute on alternate floors and be accessible for servicing. Trash chute access doors shall have lever operating device and closers if not automatically actuated.

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4.7 UNITS

4.7.1 UNIT SIZES: The following table indicates the Authority's minimum acceptable dwelling unit size:

DWELLING TYPE	AREA (INSIDE DIMENSIONS)
Single Room Occupancy (SRO) – 1 occupant	250 SF
Single Room Occupancy (SRO) – 2 occupants	400 SF
Efficiency	300 SF
Supportive Living – 1 occupant	300 SF
Supportive Living – 2 occupants	450 SF
1 Bedroom and 1 Bathroom	525 SF
2 Bedrooms and 1 ½ Bathrooms	750 SF
3 Bedrooms and 1 ¾ Bathrooms	950 SF
4 Bedrooms and 2 Bathrooms	1,100 SF
For rehabilitation type projects, the existing dwelling unit size will be allowable.	

All SROs shall include both a private bathroom with sink, toilet and bathing facilities, and a kitchen within the unit.

Unit living rooms (excluding SRO, efficiency, and supportive living units, or combined living areas) shall contain a minimum of 150 square feet and have a minimum dimension of 10'-0" in any horizontal dimension. Units' bedrooms (excluding SRO, and efficiency) shall contain a minimum of 100 square feet, not including closets, and have a minimum dimension of 9'-0" in any horizontal dimension. Clearly provide overall dimensions on enlarged plans.

4.7.2 UNIT STORAGE: All projects must include bulk storage areas within closets in the apartment unit or in a common tenant storage room. If provided within a closet, the provided volume must be free and clear from the floor to the ceiling without any fixed shelving. Adjustable shelving is allowed. The total volume provided within all bulk storage areas shall be as follows:

DWELLING TYPE	VOLUME
SRO/Efficiency	32 cubic feet
1-bedroom unit	72 cubic feet
2-bedroom unit	128 cubic feet
3-bedroom unit	200 cubic feet
4-bedroom unit	288 cubic feet

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The minimum ceiling height in all habitable rooms shall be 7'-6". Soffits may be dropped to 7'-0" if soffit area does not exceed 20% of room area.

4.7.3 UNIT BATHROOMS: If prefabricated shower and/or bathtub units are specified and provided with factory installed integral reinforcing, cast into the unit for installation of grab bars at code compliant locations of the unit walls.

- a. When prefabricated units are installed in multi-unit apartments, they must have a single layer of water-resistant wall sheathing installed prior to the unit being placed behind the unit, along with a cover layer of sheathing installed over the unit wall flange.
- b. The installation of grab bars at all water closets, bathtubs and shower units complying with ICC/ANSI A117.1 (2009 or latest version adopted by the authority having jurisdiction) shall be required for fully accessible units or in buildings dedicated to seniors or people with disabilities.

4.7.4 UNIT KITCHENS: Allowable clear space above range/stove to combustible surfaces shall be 21 inches minimum and coordinated with location of accessibility features.

4.8 COMMERCIAL TENANT SPACE

When commercial tenant space is provided in new construction, adaptive re-use, and substantial rehabilitation project types, shafts for routing potential future ductwork, and piping that are required for exhaust must be included to allow for the exhaust to be expelled above the roof line.

5. UNIQUE BUILDING TYPES

5.1 SUPPORTIVE LIVING FACILITIES

A supportive living facility (SLF) is a residential setting in Illinois that provides or coordinates flexible personal care services, 24 hour supervision and assistance (scheduled and unscheduled), activities, and health-related services with a service program and physical environment designed to minimize the need for residents to move within or from the setting to accommodate changing needs and preferences; has an organizational mission, service programs and a physical environment designed to maximize resident's dignity, autonomy, privacy and independence; and encourages family and community involvement.

All SLF developments must be approved by the State of Illinois Department of Healthcare and Family Services (DHFS). Written approval from DHFS must be provided to the Authority at the time the application is submitted. The SLF's architectural plans shall conform to Title 89, Social Services, Chapter 1: Department of Healthcare and Family Services, Subchapter d: Medical Programs, Part 146.210 Structural Requirements. An SLF's architectural plans shall conform to the current state building codes for the respective building type, local fire and life safety standards for health care occupancy or the 2000 National Fire Protection Association Life Safety Code (NFPA) 101, Chapter 32, Residential Board and Care Occupancies, (March 11, 2003, no later amendments or editions included) or local building codes if more stringent.

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Each SLF shall meet accessibility standards as related to the Americans with Disabilities Act of 1990, the Illinois Accessibility Code, Section 504 of the Rehabilitation Act of 1973 (if applicable), and the Fair Housing Act and the local building code.

5.2 FACTORY-BUILT HOMES

This section refers to both pre-manufactured and modular housing. The proposed manufacturer must have at least five years of experience in manufacturing similar housing units. In addition, the installer/general contractor must have prior experience in setting and finishing factory-built housing. Factory-built housing units for multi-family applications will only be allowed for up to one-story in height unless approved by the Authority prior to having the design coordinated by the fabricator. Please contact the Authority design staff for review of potential fabricators prior to commencing work. Factory-built housing units for single-family, detached units will be allowed for up to two stories in height. The design, construction and installation of the factory-built housing units must incorporate all applicable wind, live, dead, snow and seismic design loads including geotechnical characteristics based on the specific geographical site conditions. As applicable, all factory-built housing must comply with the requirements of Title 24, Part 3280 Manufactured Home Construction and Safety Standards, United States Department of Housing and Urban Development. Factory-built housing must also comply with the Illinois Department of Public Health requirements including Approved Manufacturers, Regulations for Factory Built Structures in Illinois, and Guidelines for Installing Manufactured Homes in Illinois which is only intended to be used for installations where the manufacturer's installation instructions are not available.

The Authority's requirements include the following:

- a. The minimum ceiling height in all habitable rooms shall be 7'-6" high. All exterior doors shall have a 32" clear width measured from the face of the door to the opposing stop when the door is open at 90 degrees and a minimum height of 80". All interior doors shall have a nominal 32" clear width measured from the face of the door to the opposing stop when the door is open at 90 degrees and a minimum height of 80".
- b. Living rooms shall contain a minimum of 150 square feet and a minimum dimension of 10'-0" in any horizontal dimension. All other habitable rooms shall have a minimum size of 100 square feet (not including closets) and a minimum dimension of 9'-0" in any horizontal dimension.
- c. Hallways shall have a minimum horizontal dimension of 36" measured from the interior finished surface to the interior finished surface of the opposite wall. If the hallway is restricted by a continuous apparatus, installed or future application, such as a handrail, the measurement shall be from the face of the apparatus.
- d. Carbon monoxide detectors shall comply with the State of Illinois Carbon Monoxide Detector Act and shall be hardwired. Smoke detectors shall be hardwired with battery back-up.

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- e. Water distribution piping from the water meter throughout the building shall be Type K for below ground piping, and Types L or M copper or PEX for above ground piping. CPVC and Polybutylene water distribution pipe shall not be permitted. PEX piping shall be allowed to be installed below floor slabs as allowed by code and industry best practices. All plumbing shall comply with the State of Illinois Plumbing Code and the HUD regulations. If there is a conflict, the more stringent requirement will prevail.
- f. All manufactured housing must comply with the energy conservation requirements of the International Energy Conservation Code, latest edition, and the energy conservation measures outlined in these standards.
- g. Copper wiring is required in all branch circuits and within all units. Aluminum and aluminum-clad copper wiring is ONLY allowed in feeders 60 amps or larger terminating in disconnects and electrical panels with lugs that are rated and suitable for aluminum wiring. The line from the transformer to the meter is regulated by the National Electrical Code and/or the local utility company, whichever is most stringent. The minimum electric service to the dwelling unit shall be 60-amperes.

DESIGN ACTIVITIES



DESIGN DELIVERABLES AND REVIEW PROCESS

The following is a list of deliverables required to demonstrate compliance with the requirements of the Design Activities along with their respective review process. The completed Drawing Checklist Form shall accompany all submissions for review.

- a. Project Drawings & Specifications – Preliminary Optional Review:** To be submitted to IHDA no earlier than the completion of the Schematic Design Phase for review by Design Compliance.
- b. Project Drawings & Specifications – Final Required Review:** To be submitted to IHDA no later than 60 days prior to Initial Closing for review by Design Compliance.
- c. Construction Contract:** To be submitted to IHDA no later than 30 days prior to Initial Closing for review by Construction Compliance.
- d. Project Drawings & Specifications – Issue for Construction:** To be submitted to IHDA prior to the start of construction for review by Design Compliance. The Issue for Construction documents shall incorporate all changes requested by IHDA and other governmental agencies and agreed to by the AOR. The documents shall be sealed and signed.



CONSTRUCTION ACTIVITIES

CONSTRUCTION ACTIVITIES



OVERVIEW

Construction activities are focused on monitoring the progress of construction to assist IHDA in the evaluation of the project's compliance with construction requirements.

The Authority's assigned Coordinator of Construction Compliance will work with the development team to review required documents and monitor the progress of construction to ensure the implementation of the scope of construction work is in compliance with the general contractor's construction contract.

This chapter is organized as follows:

REQUIREMENTS

1. Pre-Construction
2. Construction
3. Construction Close-Out

DELIVERABLES AND REVIEW PROCESS

CONSTRUCTION ACTIVITIES



REQUIREMENTS

1. PRE-CONSTRUCTION

The Authority will convene a meeting prior to the start of construction, attended by representatives of the applicant, architect of record, and the GC.

2. CONSTRUCTION

2.1 PAYMENT PROCEDURES

2.1.1 MONTHLY PAY REQUESTS: With IHDA's Construction Compliance Coordinator, the applicant, architect of record and the contractor shall schedule monthly pay request meetings to review construction progress and verify accuracy of the contractor's Application for Payment. The following documents will be required 5 days prior to the scheduled meeting to review and process payment:

- a. AIA G702 and AIA G703: Contractor's Application for Payment and Continuation Sheet.
- b. Contractor's Sworn Statement: In a format acceptable to The Authority.
- c. Subcontractor G702s and G703s; or other adequate supporting documentation.
- d. Other backup deemed necessary to substantiate the request.

2.1.2 STORED MATERIALS: The value of reimbursements for stored materials shall not exceed 60% of the total contract value for the associated line on the Contractor's Sworn Statement. The timeframe between payment of stored materials and installation of stored materials shall not exceed 120 calendar days. The stored materials must be under the control of the general contractor or subcontractor, not the manufacturer or fabricator, and located either offsite in an independent facility or onsite in an area isolated from construction activities. The following documents will be required to review and process the reimbursement:

- a. **Proof of Approval:** Architect's approved shop submittals, if applicable.
- b. **Proof of Payment:** Manufacturer or fabricator's approved invoice. Proof of payment, clearly indicating payee, must be submitted on the subsequent construction draw. If proof of payment is not submitted on the subsequent construction draw, IHDA reserves the right to deduct an amount equal to the approved invoice, on the construction draw.
- c. **Proof of Delivery:** Manufacturer or fabricator's bill of lading, identifying shipping insurance, liability information and the approved destination for materials to be delivered to.

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- d. **Proof of Storage:** IHDA Stored Materials Log and photo documentation to provide evidence of stored materials.
- e. **Proof of Insurance:** Insurance rider denoting actual materials being stored, with IHDA and other funders of the project being named as insured.

2.1.3 DEPOSITS ON MATERIALS: The value of reimbursements for deposits on materials, including FF&E as defined in the Appendix, shall not exceed 50% of the total value of the costs. Failure to deliver the materials as scheduled will void the agreement to fund deposits on materials and a hold will be placed on the subsequent Developer Fee installments, equal to IHDA's portion of the deposit on materials:

- a. **Proof of Cost:** Total value of material costs for the project, identifying the value of the deposits, broken out per IHDA's portion and the developer's portion.
- b. **Proof of Payment:** Vendor's approved invoice and proof of payment, clearly indicating payee.
- c. **Proof of Schedule:** A schedule which identifies the following: order date(s), delivery date(s) and installation date(s).

2.1.4 RETAINAGE: A 10% retention must be retained up to 50% completion, upon which it may be reduced to 5% with the approval of the Authority's Construction Compliance Coordinator:

Retention shall apply to all trade labor and material costs, general conditions, overhead and profit and all COs, but does not apply to builder's risk insurance, bonds, and permits.

For single family and scattered site projects only, the Authority will consider retention reduction based upon individual site completion as identified on an individual contractor's sworn statement for each individual site.

2.2 WAGE COMPLIANCE

2.2.1 ILLINOIS PREVAILING WAGE: The Illinois Housing Development Authority (the Authority) administers funds from state sources for housing development activities. The Authority and the recipients of these funds must ensure that all applicable Illinois Prevailing Wage requirements are followed as identified in 820 ILCS 130 – Prevailing Wage Act. The Illinois Department of Labor, not IHDA, monitors for compliance with Illinois Prevailing Wage. For projects with federal sources that require compliance with Davis Bacon, compliance with Illinois Prevailing Wage is not required.

2.2.2 SECTION 3: The Illinois Housing Development Authority (the Authority) administers funds from federal sources for housing development activities. The Authority and the recipients of these funds must ensure that all applicable Section 3 requirements are followed.

The purpose of Section 3 of the Housing and Urban Development Act of 1968, 24 CFR 75 recognizes that employment, job training and contract opportunities are generated by U.S.

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Department of Housing and Urban Development (HUD) programs designed to aid housing, urban planning, and community development. Section 3 is a mandate to target these economic opportunities flowing from the HUD assisted projects to lower income residents and businesses in those jurisdictions and areas where HUD is investing public resources. Through HUD regulations, participants in HUD's assistance programs (recipients, contractors, and subcontractors) must demonstrate good faith efforts to meet regulatory requirements and to provide "to the greatest extent feasible" opportunities to Section 3 area residents and Section 3 business concerns.

Essentially Section 3 is intended to ensure that when employment or contracting opportunities are generated in a covered activity which requires the employment of additional persons or the awarding of contract for work, preference must be given to low and very-low-income persons or business concerns residing in the community where the Section 3 project is located.

A recipient that receives community development or housing assistance covered by Section 3 for which the amount of assistance exceeds \$200,000. Section 3 requirements apply to all contractors and subcontractors performing labor on federally funded projects.

Section 3 covered federal funding sources include HOME Investment Partnership (HOME), Risk Share (HUD insured), National Housing Trust Fund, Neighborhood Stabilization Program (NSP) which is funded through the Community Development Block Grant (CDBG) and included in the Housing and Community Development Act of 1974 as amended (HCDA).

Section 3 Covered Project: the construction, reconstruction, conversion, or rehabilitation of housing (including reduction and abatement of lead-based paint hazards), other public construction which includes buildings or improvements (regardless of ownership) assisted with housing or community development assistance.

Section 3 Business Concern: a business concern, as defined in this section— Businesses that meet one of the following criteria (documented in the last 6 months):

- a. At least 51% owned and controlled by low-income or very low-income persons.
- b. Over 75% of labor hours performed for the business over prior 3-month period are performed by Section 3 Workers (low or very low-income persons).
- c. At least 51% owned and controlled by current residents of public housing or Section 8 assisted housing.

Section 3 Worker: any worker who currently fits or when hired within the past five years fit at least one of the following categories, as documented:

- a. The worker's income for the previous or annualized calendar year is below the income limit established by HUD.
- b. The worker is employed by a Section 3 business concern.
- c. The worker is a YouthBuild participant.

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Targeted Section 3 Worker: The proposed priorities are:

- a. Employed by a Section 3 business concern, or currently meets or when hired, met at least one of the following categories as documented within the past five years;
- b. Living within the service area of the neighborhood of the project; or
- c. Is a YouthBuild participant.

Targeted Section 3 workers would be low or very low-income workers residing within a one-mile radius of the Section 3 project. If fewer than 5,000 people live within that one-mile radius, the circle may be expanded outward until that population is reached.

Section 3 Benchmarks

- a. 25% of total labor hours worked by Section 3 workers.
- b. 5% of total labor hours worked by "Targeted Section 3 workers."

Reporting Labor Hours: Track and report on labor hours rather than new hires, promote employee retention, consistent with existing business practices (i.e., Davis-Bacon and payroll systems).

- a. The total number of labor hours worked.
- b. The total number of labor hours worked by Section 3 workers.
- c. The total number of labor hours worked by Targeted Section 3 workers.

2.2.3 DAVIS BACON: The Authority administers funds from federal sources for housing development activities. The Authority and the recipients of these funds must ensure that all applicable requirements are followed.

The Davis-Bacon Act and Related Acts (DBRA) requires the payment of prevailing wage rates to all laborers and mechanics on federally assisted construction contracts. These regulations can be found in part from the Code of Federal Regulations (Title 29 CFR, parts 1,3,5,6 and 7) as amended. Overall program responsibilities are administered by the U.S. Department of Labor (USDOL) while the project-specific responsibilities are administered by the Authority.

The USDOL provides employers, workers, and others with clear and easy-to-access information and assistance on how to comply with the Davis-Bacon and Related Acts, such as the DBRA Forms page. Other compliance assistance related to the Act, including the Davis-Bacon and Related Acts Web Page and regulatory and interpretive materials is available at the USDOL Compliance Assistance web page.

The Davis-Bacon Act requires that all contractors and subcontractors performing on federal contracts (and contractors or subcontractors performing on federally assisted contracts under the related acts) with a value of more than \$2,000, pay their laborers and mechanics not less than the prevailing wage rates and fringe benefits listed in the contract's Davis-Bacon Wage Rate Determination for corresponding classes of laborers and mechanics employed on similar projects in the area. Davis-Bacon labor standards clauses must be included in covered contracts.

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Prevailing wages are computed by the USDOL and are issued in the form of a Federal Wage Determination. This determination includes a Wage Rate Determination for each work classification listed by construction type, for each county where work is performed. Each contractor and subcontractor must sign a contract which includes the Federal Wage Determination for its employees by worker classification.

The applicant, GC, and the entity responsible for the labor standards submission to the Authority should first obtain a copy of the current version of HUD's *Making Davis-Bacon Work, A Contractor's Guide to Prevailing Wage Requirements for Federally-Assisted Construction Projects* (The Guide). The Guide will address the various aspects of the process, the required documentation, and relevant items, such as Laws, Regulations and Responsibilities, Compliance, Certified Payroll Submission, Corrections to Payroll, and Withholdings and Sanctions.

Once familiar with the Guide, the GC should determine what subcontractors will be utilized and submit the Guide to those responsible for their implementation. The GC will be responsible for the full compliance of all its employees, subcontractors, and lower-tier subcontractors; subsequently the Authority will correspond directly with the GC.

During the Pre-Construction meeting, the Authority will review the DBRA procedures, requirements, the Wage Determination for the project and other forms for compliance.

The GC shall notify the Authority when construction starts on the project. Beginning with the first week that the GC or subcontractor works on the project and for every week until the work (or trade) has been completed, each covered contractor and subcontractor must provide the Authority with a completed Labor Relations Agreement and certified payroll submitted through the GC. The "certification" part of the payroll contains specific language attesting to the employer's compliance with the wage requirements and signed by the employer or their authorized agent. Submission to and acceptance of appropriate certified weekly payrolls by IHDA must be done prior to any payments to the GC.

IHDA's overall objective is that the project complies with the relevant DBRA provisions. As such, the Authority will strive to provide guidance throughout the process. The applicant should contact the Authority in the early development stage to determine the applicable labor standard requirements and to convey this information to the GC prior to the contractor's estimate and sworn statement.

The Authority's oversight will include:

- a. Ensure Davis-Bacon requirements are properly applied. The Authority will determine when Davis-Bacon prevailing wage rates are applied and that any exemptions or exceptions are identified.
- b. Provide basic training and technical support to contractors to ensure that they understand their obligations under prevailing wage and reporting requirements.
- c. Monitor contractor performance and review of certified payroll submissions and other information to help ensure contractor compliance with labor standards provisions and the payment of prevailing wages to workers.
- d. Investigate evidence of any violations, determine the validity of the allegation, and take any necessary action to resolve.

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Federal funds subject to DBRA and administered through the Authority include HOME Investment Partnership (HOME), Section 811 and Risk Share.

2.2.4 HOME Investment Partnership Program (HOME): A program derived from Title II of the Cranston-Gonzales National Affordable Housing Act of 1990, (as amended) 24 CFR Part 92. Any contract for the construction of affordable housing units assisted with HOME funds made available under this subtitle shall contain a provision requiring that not less than the wages prevailing in the locality, as predetermined by the Secretary of Labor pursuant to the Davis-Bacon Act, shall be paid to all laborers and mechanics employed in the development of affordable housing involved.

The standard for coverage is assisted not financed. This means that Davis-Bacon requirements are operable without regard to whether the HOME funds are used for construction or non-construction activities. Non-construction activities include real property acquisition, architectural and engineering fees, and other professional services. In some cases, Davis-Bacon requirements may be triggered when HOME funds are used to provide down payment assistance to individual homebuyers. HOME projects can contain units that are not assisted by HOME. The threshold applies only to the number of units assisted by HOME. For unit threshold purposes, we use the number of units identified as "HOME" units under the program definition whether determined on a pro-rata basis, specific designation, or other means allowable by HUD's Office of Community Planning and Development (CPD).

Once Davis-Bacon requirements are triggered, the labor standards are applicable to the construction of the entire project, including the portions of the project other than the assisted units. Davis-Bacon requirements are applicable to contracts for construction covering 12 or more HOME-assisted units.

2.2.5 Section 811: Section 811 Supportive Housing for persons with Disabilities program provides funding to develop and subsidize rental housing with availability of supportive services for very low and extremely low-income adults with disabilities. This program is authorized by Section 811 of the national Affordable Housing Act of 1990. For further overview of the program please see HUD Handbook 4571.2 [and HUD Handbook 4571.4](#).

Davis Bacon is triggered if there will be 12 or more units within the development assisted with Section 811 rental assistance.

2.2.6 Risk Share: A program which is implemented through the Authority and HUD under Section 542(C) of the Housing and Community Development Act of 1992.

- a. All laborers and mechanics employed by contractors or subcontractors on a Risk-Sharing project shall be paid not less than the wages prevailing in the locality in which the work is performed for the corresponding classes of laborers and mechanics employed in construction of similar character, as determined by the Secretary of Labor in accordance with the Davis-Bacon Act, as amended, where the project meets all of the following conditions:

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- The project involves new construction or substantial rehabilitation;
- Advances are insured; and
- The project will contain 12 or more dwelling units.

- b. Projects that do not meet these conditions must also comply with the Davis-Bacon Act if it is required as a condition of other Federal assistance.

In addition to the exceptions noted above, Davis-Bacon Act wage requirements shall not apply to any individual that:

- a. Performs services for which the individual volunteered;
- b. Does not receive compensation for such services; or
- c. Is paid expenses, reasonable benefits, or a nominal fee for such services; and
- d. Is not otherwise employed at any time in the construction work.

2.3 CHANGE MANAGEMENT

A change order (CO) can originate from the applicant, architect of record, or GC. When an applicant receives or creates a request for a CO, they shall direct their architect of record and GC to certify the requested items are not already included in the contract for construction.

Contingency can't be used for the following:

- a. Costs to cover insurance deductible for a claim related to damage or theft.
- b. Costs for work outside of the GC's construction contract.

The change order (CO) packet shall include the following:

- a. AOR letter - explaining reason for change,
- b. AIA Document G701 – unexecuted,
- c. Supporting Documentation.

Construction Compliance will review the CO to decide whether the change is either:

- a. an unforeseen condition, or
- b. miscoordination, or
- c. a project betterment.

After receiving the CO Determination, the applicant will:

- a. Follow the general CO and construction contingency provisions below.

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- b. Submit a CO packet including the fully executed version of the AIA G701, and all required pricing back up included to achieve the CO determination with the next draw package.
- c. Allocate funds as necessary, including the use of construction contingency, to fund the CO on the next draw.
- d. Properly show the CO value on the on the OSS and CSS.

Contingency exists solely to support the trade costs incurred with the construction of the project, and only to fund project related construction work after receiving the CO determination. Contingency does not exist to fund items including, but not limited to, off-site improvements, soft costs, vehicles, applicant fees, resident services, management and operations, items not related to the project, or other non-construction items.

The applicant assumes all risk (both monetary and construction rework) in completing CO work without prior CO Determination.

The applicant is responsible to pay for any CO submitted after exhausting all contingency funds. The Authority will not provide any additional project funding after expending all contingency funds. Contingency funds are available only to the applicant and shall be reflected accordingly on the OSS.

Contractors shall not include any contingency amount in their bid whatsoever. Contractors and applicants shall not enter into any agreement accessing or splitting applicant contingency or realized trade line savings. Trade savings are monitored to the end of a project at which point a change order is issued to place them into the contingency.

The Authority will maintain a log of CO determinations for every project and will evaluate future funding awards based on the criteria listed below. The Authority retains the right to deny funding for any CO not consistent with construction best practices, not in alignment with the rules listed above or elsewhere in this document.

Any deletion of Authority required work items from the scope due to costs will not be approved, and any CO requests to reimburse the contractor for installing items related to these standards will be deemed as error when presented to the Authority for CO determination.

In all instances where any contract agreement results in cost savings at the completion of the Project, the disposition of any savings shall be in the sole discretion of the Authority.

CO DETERMINATION CRITERIA FOR UNFORSEEN CONDITION	
TYPE	DESCRIPTION
Concealed Condition	Unforeseen items revealed as a part of normal construction activity either underground, within walls or hidden from view prior to removal of existing items not anticipated as part of the original design and are not shown within the approved construction documents. The Authority expects the design team to have completed an adequate amount of selective demolition for renovation projects to properly anticipate

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	concealed conditions prior to the completion of the construction documents.
Construction Cost Increase	If the cost increases are proven to be caused by market uncertainty and the rapid rise in construction material costs, the funds from the construction contingency may be used to pay for the cost increases.
Building Inspector or any Municipal Official Requirements	If not required by the building code but are required for building occupancy by a field inspector.
CO DETERMINATION CRITERIA FOR MISCOORDINATION	
TYPE	DESCRIPTION
Building Code-Related Issue	Foreseeable costs which should have been included within the project's original design to meet local code restrictions.
Architect's, Engineer's, and Contractor's Errors and Omissions and Additional Fees	Design items which are not coordinated within the approved construction documents, or missing materials which would be necessary to complete proper construction or maintain a product warranty.
Seasonal Constraints	Winter conditions, water extraction from recent rains or other costs could result in scheduling delays. These items should be anticipated and included in the original construction budget or paid through available general conditions costs.
Other	Any additional architectural, engineering, or other services outside of the scope of work that may be required. This includes construction related delays or time extensions resulting from additional scope, extended warranties, contractor incentives, or overtime or premium time.
CO DETERMINATION CRITERIA FOR PROJECT BETTERMENT	
TYPE	DESCRIPTION
Improvements or Additional Scope	<p>The following criteria will be used for a CO Determination of a project's upgrade (betterments):</p> <ul style="list-style-type: none"> Improvement made in the design material quality, quantity, or performance to provide a better environment for the residents than what is represented in the approved construction documents. Additional scope items to improve the project not shown on the approved construction documents.

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3. CONSTRUCTION CLOSE-OUT

When the project is complete, prior to final project close out, several criteria must be met in order for Construction Compliance to give their approval to release the final 5% retention.

- a. The building must be occupiable.
- b. Final Certificate of Occupancy, or Final Inspection from the governing jurisdiction (if applicable).
- c. Signed PDF copy of the AIA. G704 must be submitted to the construction field representative and any punch list items (punch list cost multiplied by 150% to be held in escrow).
- d. Digital signed PDF copy of the Authority's Permission to Occupy must be submitted to the construction field representative.
- e. Digital signed PDF copy of the Authority's Construction Completion Form with the Authority's construction field representative approval.
- f. All prevailing wage, Davis-Bacon, certified payrolls, and HUD Section 3 compliance requirements are met and satisfied.
- g. Environmental clearance required by demolition (i.e., asbestos and lead-based paint clearance report and O&M manual) are received by the Authority.
- h. For projects receiving tax credits for universal design, the Authority's Construction Compliance staff will provide a final inspection approval of the items identified for scoring.
- i. Environmental No Further Remediation Letter recorded by all jurisdictions (if applicable).
- j. Blower Door and Duct Leakage tests (if applicable).
- k. At final project closeout, projects awarded funding based on scoring for pursuing green building certification, must submit the applicable third-party certification, green maintenance, tenant manual, Operations & Maintenance manual, and videos (if applicable).

When the construction is 100% complete, the Authority's Construction Compliance Coordinator will verify and inform the Authority's Manager of Construction Compliance, who will review validity of the final 5% retention release, less any holdback for punch list items as noted above.

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CONSTRUCTION DELIVERABLES AND REVIEW PROCESS

The following is a list of deliverables required to demonstrate compliance with the requirements of the Construction Activities along with their respective review process.

- a. **Application and Certificate for Payment:** To be submitted to IHDA no later than 5 days prior to the draw inspection for review by Construction Compliance. Application shall include the following: AIA Document G702, Application and Certification for Payment, and AIA Document G703 submitted by the GC and all subcontractors.
- b. **Change Order Packet:** To be submitted to IHDA no later than 30 days prior to inclusion within a construction draw package for review by Construction Compliance. Upon receipt of a completed CO packet, Construction Compliance will issue a determination within 15 days.

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ACRONYMS & ABBREVIATIONS

AFF: Above Finished Floor
ACCA: Air Conditioning Contractors of America
C of O: Certificate of Occupancy
CDBG: Community Development Block Grant
CLOMA: Conditional Letter of Map Amendment
CLOMR: Conditional Letter of Map Revision
CO: Change order
CONS: Construction Phase
CPD: Community Planning and Development
CPVC: Chlorinated polyvinyl chloride
CSI: Construction Specifications Institute
CSS: Construction Standard Specification
CWHSSA: Contract Work Hours and Safety Standards Act
DBE: Disadvantaged Business Enterprise
DBRA: Davis Bacon and Related Acts
DES: Design Phase
EIFS: Exterior Insulation and Finish Systems
FEMA: Federal Emergency Management Agency
FF&E: Furniture, Fixtures, and Equipment
FLSA: Fair Labor Standards Act
GC: General Contractor
GFCI: Ground-Fault Circuit-Interrupter
HARGIS: Historic & Architectural Resources Geographic Information System
HCDA: Housing and Community Development Act of 1974
HOME: HOME Investment Partnerships Program
HQS: Housing Quality Standards
HUD: U.S. Department of Housing and Urban Development

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ACRONYMS & ABBREVIATIONS continued

HVAC: Heating, Ventilation, and Air Conditioning
IDNR: Illinois Department of Natural Resources
IECC: International Energy Conservation Code
IEPA: Illinois Environmental Protection Agency
IHDA: Illinois Housing Development Authority
IHPA: Illinois Historic Preservation Agency
ISGS: Illinois State Geological Survey
LIHTC: Low Income Housing Tax Credit
LRA: Labor Relations Agreement
MBE: Minority Business Enterprise
NAEP: National Association of Environmental Professionals
NEC: National Energy Code
PCBs: Polychlorinated Biphenyls
PD: Pre-Design Phase
PEX: Cross-Linked Polyethylene
PNA: Property Needs Assessment
POA: Point Of Access
PSH: Permanent Supportive Housing
QAP: Qualified Allocation Plan
RUL: Remaining Useful Life
SLF: Supportive Living Facility
UFAS: Uniform Federal Accessibility Standards
USDOL: U.S. Department of Labor
UST / AST: Underground Storage Tank and Above Ground Storage Tank
WBE: Women's Business Enterprise
WDOL: Wage Determinations OnLine

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KEY TERM DEFINITIONS

Accessible Dwelling Unit: a unit that is approached, entered, and used by people with disabilities and designed to meet all applicable code requirements.

Accessible Route: a continuous unobstructed path connecting all accessible elements and spaces of a building or facility. Interior accessible routes may include corridors, doorways, floors, ramps, elevators, lifts, skywalks, and tunnels. Exterior accessible routes may include parking access aisles, curb ramps, crosswalks at vehicular ways, walks, ramps, and lifts.

Accessibility Standards: the Federal Fair Housing Act, Illinois Accessibility Code, Americans with Disabilities Act, local building codes, and Section 504 of the 1973 Rehabilitation Act

Adaptability or Adaptable: the addition or alteration of certain building spaces and elements, such as kitchen counters, sinks and grab bars, so as to accommodate the needs of residents.

Adaptable Dwelling Unit: a unit constructed and equipped so it can be converted with minimal structural change for use by people with disabilities.

Adaptive Reuse: the process of converting or adapting structures for purposes or uses other than those initially intended, i.e. office use to residential use or conversion of a school building to apartments.

Addition: an expansion, extension or increase in the gross floor area of a building or facility.

Alteration: any modification or renovation that affects, or could affect, the usability of the building or facility or part of the building or facility. Alteration includes* but is not limited to, remodeling, renovation, rehabilitation, reconstruction, historic preservation, historic reconstruction, historic restoration (as separately required in Section 202.5 of the Illinois Accessibility Code), changes or rearrangement of the structural parts or elements, extraordinary repairs (as defined herein), changes to or replacement of plumbing fixtures or controls, changes or rearrangement in the plan configuration of walls and full-height partitions, and changes or improvements to parking lots (as separately required in Section 202.3.3 of the Illinois Accessibility Code); per Section 3, Environmental Barriers Act (EBA).

*The following work is not considered to be an alteration unless it affects the usability of the building or facility: normal maintenance, re-roofing, interior or exterior redecoration, changes to mechanical and electrical systems, replacement of plumbing, piping or valves, asbestos removal, or installation of fire sprinkler systems.

Applicability: the latest version of the Requirements shall be used in conjunction with the design and construction of the project. The Owner and General Contractor shall incorporate these Requirements into their contract and agree to abide by them. If there is a conflict between these Requirements and any provision in the contract, these Requirements shall prevail.

Application: the process of applying for financing support from IHDA, inclusive of multiple phases

Architect/Engineer of Record: an architect, professional engineer, or structural engineer, as defined by the Illinois Architecture Practice Act, the Illinois Professional Engineering Practice

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Act, or the Illinois Structural Engineering Licensing Act, who has the contract responsibility for the project, who prepares the construction documents from which the building is constructed, and who signs the required documents.

Architect/Engineering Consulting: an architect, professional engineer, or structural engineer, as defined by the Illinois Architecture Practice Act, the Illinois Professional Engineering Practice Act, or the Illinois Structural Engineering Licensing Act, who provides their professional services such as civil, mechanical, electrical, and plumbing engineering and design, to the Architect/Engineer of Record.

Area, Gross: the total area of a building or part of a building measured from the outside face of the exterior walls, including areas of usable or occupiable basements but not including areas of basements used for storage or mechanical purposes only, overhangs, and mechanical penthouses on the roof.

Area, Net: the total usable or occupiable area within the enclosing walls or partitions exclusive of shafts, partitions, columns, walls, elevators, stairs, permanent fixtures, toilet rooms, janitor closets, and mechanical, electrical, and telephone rooms.

Area of Rescue Assistance: an area which has direct access to an exit, where people who are unable to use stairs may remain temporarily in safety to await further instructions or assistance during emergency evacuation.

Authority: Illinois Housing Development Authority (IHDA)

Broadband Infrastructure: cables, fiber optics, wiring, or other permanent (integral to the structure) infrastructure, including wireless infrastructure, provided the installation results in broadband infrastructure in each dwelling unit meeting the Federal Communications Commission's (FCC) definition during the schematic design phase of the plans. Currently, the FCC defines broadband speeds as 25 Megabits per second (Mbps) download, 3 Mbps upload.

Building Code, Applicable: the building code and applicable amendments, adopted by the administrative authority under whose jurisdiction the work involved with the construction, addition, alteration, or change of occupancy will be carried out. If no building code has been adopted by the administrative authority, or if the work is not within a municipal or other administrative authority's jurisdiction, the building code shall be deemed to be the 2015 International Building Code package.

Change Order (CO): a written request prepared on AIA Form G701 that changes the scope of work from the Authority approved drawings and specifications. The change order must be signed by the Owner/Developer, Architect/Engineer of Record, and the General Contractor and presented to the Authority's field representative at least one month before requesting payment on a draw.

Clear Floor Space: the minimum unobstructed floor or ground space required to accommodate a single, stationary wheelchair and occupant.

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Common Use or Common Areas: areas, including interior and exterior rooms, spaces, or elements, which are for use by all tenants, their guests, and owners in public facilities and multi-story housing units.

Construction Contingency: amount of money allocated to the project in the Authority awarded funds available to the Owner/Developer to pay for construction related items not in the approved construction documents. Value should be equal to 5% of new construction hard costs and 10% of rehabilitation hard costs. Allocation of these funds shall be in compliance with the Construction Activities.

Cross Slope: the slope that is perpendicular to the direction of travel; see also Running Slope.

Curb Ramp: a short ramp cutting through a curb or built up to it.

Detectable Warning: a standardized surface feature built in or applied to a walking surface or other element to warn people with visual impairments of hazards on the circulation path. The State of Illinois has adopted the truncated dome standard with a contrasting color to the base surface.

Dwelling Unit: a single residential unit which provides a kitchen or food preparation area, in addition to rooms and spaces for living, bathing, sleeping, and the like.

Efficiency or Studio Unit: a unit used or intended to be used as a residential housekeeping unit by not more than one occupant for living, sleeping, and cooking facilities. The unit shall contain not less than the area indicated in the Design Activities.

Emergency Warning System: a fire alarm, carbon monoxide, smoke or heat detector system used to activate emergency audible and visual alarms.

Entrance: any access point to a building or portion of a building used for the purpose of entering. An entrance includes the approach walk, the vertical access leading to the entrance platform itself, vestibules, if provided, and the entry door(s) or gate(s).

Environmental Barrier: an element or space of the built environment which limits accessibility to or use of the built environment by persons with disabilities.

Exit: the portion of a means of egress which is separated from all other spaces of a building or structure by construction or equipment as required by the applicable building code to provide a protected way of travel to the exit discharge. The walls ceiling, and openings therein, of the protected way of travel shall provide a fire resistance rating required by the applicable building code.

Exit Access: the portion of a means of egress that leads to an exit.

Exit Discharge: the portion of a means of egress between the termination of an exit and a public way.

Extraordinary Repair: the replacement or renewal of any element of an existing building or facility for purposes other than normal routine maintenance. It includes but is not limited to

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replacement of sidewalk and curb ramp, replacement of a door and frame, complete stair replacement and plumbing fixture replacement; see also Alteration.

Facility: all or any portion of buildings, structures, site improvements, complexes, equipment, roads, walks, passageways, parking lots, or other real or personal property located on a site; see also Public Facility.

Floor: any level within a building that may be occupied by the public. Mezzanines and seating tiers are not included in this definition per the Illinois Accessibility Code.

Functional Spaces: the rooms or spaces in a building or facility that house the primary functions for which the building or facility is intended and the secondary or supporting functions that relate to the support, maintenance, or performance of the primary functions, including connective or ancillary space such as parking and storage. Unfinished or undeveloped space is included as a functional space.

Furniture, Fixtures & Equipment (FF&E): **Furniture** items which are generally used by the residents, guests, and staff for living and operating the project. Examples include beds, desks, chairs, couches, and office file cabinets. **Fixtures** items, which were once personal property, but due to permanent attachment is now considered as being part of the real estate. Examples include window blinds, and built-in cabinetry. **Equipment** items having a contributory association with the operation of the project. Equipment is usually considered personal property as it's not readily attached to the real estate. Examples include computers, laundry equipment, appliances, and snow blowers. Supplies are considered general purpose items and not eligible for reimbursement from the FF&E budget. Examples of supplies are hand and power tools, mops, cleaning solutions, trash cans, garden utensils, portable sports equipment, and computer ink and paper. Handheld tools including power tools or other related items that could be removed from the designated shop or location are supplies. None of the aforementioned items represents a complete list and payment of these items will be at the Authority's discretion. These items shall be in new condition or if refurbished will require Authority approval.

General Conditions: As defined in the Pre-Design Phase guidelines, the functions needed to complete the construction phase, including equipment, personnel, materials, etc. They shall include the following costs, typically identified within Construction Specifications Institute MasterFormat Divisions 0 and 1:

- project manager and superintendent,
- draw related paperwork,
- layout, surveys, plans and printing,
- material testing,
- communications,
- mobilization,
- temporary heat and utilities,
- portable toilet(s),
- temporary fencing,
- OSHA protection,

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- field office,
- hoisting equipment,
- security,
- small tools,
- disposal,
- construction photography,
- cost certifications,
- audits,
- mock-up(s),
- daily construction site cleaning and final clean,
- general labor.

General Contractor (GC): the responsible party for providing all the material, labor, equipment, and services necessary for the construction of a project. The GC is responsible for the day-to-day oversight of the construction site, management of vendors and trades, and communication of information to involved parties throughout the course of construction.

Governmental Unit: the State, or any political subdivision thereof, including but not limited to any county, town, township, city, village, municipality, municipal corporation, school district, park district, sanitary district, local housing authority, public commission, public authority, the Authority, or other special purpose district.

Grade: the elevation of the finished surface of the ground, paving, or sidewalk within the area between the building and an imaginary line five feet (5') from the building.

Ground Floor: any occupiable floor less than one story above or below grade with direct access to grade. A building or facility always has at least one ground floor and may have more than one ground floor where a split-level entrance has been provided or where a building is built into a hillside. A building where the first floor containing dwelling units is above grade, that floor will be considered the ground floor; for example, a grade level or slightly below grade floor contains parking, laundry, building office, and storage is not considered a ground floor. The first floor in a building of this type containing dwelling units will be considered the ground floor.

Habitable Room: a room within a residential occupancy and used, or intended to be used, for living, sleeping, eating, or cooking purposes as well as any room within a residential occupancy but does not include bathrooms, toilet rooms, laundries, pantries, foyers, corridors, storage spaces, stairways, or closets.

Historic Building: all buildings, parts of buildings, facilities or sites individually listed in or eligible for listing in the National Register of Historic Places, a contributing building or site in a National Register Historic District as determined by the Illinois Department of Natural Resources (IDNR) State Historic Preservation Officer or as determined by a Certified Local Government designated by the IDNR, a building or site designated as a historic or architectural landmark by a local Landmarks Commission or local Historic Preservation Commission, and buildings which undergo historic reconstruction.

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Historic Preservation: the act or process of accurately preserving and/or recovering the form and details of a historic building and its setting as it appeared at a particular period of time by means of repair, stabilization, or restoration as defined herein. Historic Preservation also includes Historic Reconstruction and Historic Restoration.

Historic Reconstruction: the act or process of reproducing by new construction the exact form and detail of an original building, structure, object, or part thereof as it appeared at a specific period of time. Historic Reconstruction only applies to reconstruction of buildings which are open to view by the public, are used to demonstrate historic or architectural values, and/or are used for purposes of display of a historic building type, design, and technique of construction or period setting.

Historic Restoration: the act or process of accurately recovering the form and details of a building or facility and its setting as it appeared at a particular period of time by means of the removal of later works or replacement of missing earlier work.

Housing, Financed or Guaranteed by a Government Unit: any building or facility, or portion thereof, excluding in-patient medical care facilities, which contains one or more dwelling units or sleeping accommodations, and which is owned by or on behalf of a governmental unit, or financed, in whole or in part, for either initial construction or subsequent alteration, by a grant or loan made or guaranteed by a governmental unit. Such housing may include, but is not limited to, one family dwellings and multi-family dwellings, including multi-story apartment buildings, group homes, dormitories, and housing for the elderly.

Interior Redecoration: replacement of interior floor, wall, and ceiling decorative finishes such as carpet, wall coverings, paint, and paneling or replacement of window treatments such as drapery, blinds, and shades or replacement of interior space lighting, fixtures, furnishings, and furniture.

Masonry Unit: brick, tile, stone, glass, or concrete block conforming to the requirements specified in Section 2103 of the 2018 International Building Code.

Means of Egress: a continuous and unobstructed path of travel from any point in a building or structure to a public way, consisting of three separate and distinct parts: the exit access, the exit, and the exit discharge. A means of egress comprises vertical and horizontal means of travel and includes intervening room spaces, doors, hallways, corridors, passageways, balconies, ramps, stairs, enclosures, lobbies, escalators, horizontal exits, courts, and yards; per Section 3, Environmental Barriers Act (EBA).

Mezzanine: any intermediate occupiable and usable level placed above any floor of a building and limited to 33% of the net floor area of the floor over which it is placed. The net area of a mezzanine is included in the net area of the floor above which it is placed.

Multi-Story Building: any building of any type two or more stories above the grade level containing any number of units.

Multi-Story Housing Unit: any building of four or more stories containing ten or more dwelling units constructed to be held out for sale or lease by any person to the public. This category

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includes, but is not limited to, the following building types: apartment buildings, condominium apartment buildings, convents, housing for the elderly, and monasteries.

Other Alterations (Section 504): if the project involves fewer than 15 units or the cost of alterations is less than 75% of the replacement cost of the completed facility and the recipient has not made 5% of its units in the development accessible to and usable by individuals with disabilities, then the requirements of 24 CFR 8.23(b) apply. Under this Section, alterations to dwelling units shall, to the maximum extent feasible, be made readily accessible to and usable by individuals with disabilities. If alterations to single elements or spaces of a dwelling unit, when considered together, amount to an alteration of a dwelling unit, the entire unit shall be made accessible. Alteration of an entire unit is considered to be when at least all of the following individual elements are replaced:

- renovation of whole kitchens, or at least replacement of kitchen cabinets; and
- renovation of the bathroom, if at least bathtub or shower is replaced or added, or a toilet and flooring is replaced; and
- replacement of entrance door jambs.

When the entire unit is not being altered, 100% of the single elements being altered must be made accessible until 5% of the units in the development are accessible. However, HUD strongly encourages a recipient to make 5% of the units in a development readily accessible to and usable by individuals with mobility impairments, since that will avoid the necessity of making every element altered accessible, which often may result in having partially accessible units which may be of little or no value for persons with mobility impairments. It is also more likely that the cost of making 5% of the units accessible up front will be less than making each and every element altered accessible. Alterations must meet the applicable Sections of the UFAS which govern alterations.

Overhead: the expenses necessary to conduct a business. Cost shall also include those specific to the project and include general liability insurance, transportation, travel expenses, temporary housing, etc.

Point of Arrival: a location within the site where an accessible route must be provided. Acceptable locations shall include an accessible parking space, accessible passenger unloading/loading zone, public street or sidewalk, or each public transportation stop.

Power-Assisted Door: a door used for human passage with a mechanism that helps to open the door or relieves the opening resistance of the door upon the activation of a switch, or a continued force applied to the door itself.

Preparer: as defined in Pre-Design Phase guidelines, the individual engaged in preparation of PNA on behalf of the Applicant

Principal or Primary Entrance: an entrance intended to be used by the residents or users to enter or leave a building or facility. This shall include, but is not limited to, the main entrance.

Privately Owned Building: any building which is not publicly owned as defined herein.

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Profit: the proceeds of transaction minus the cost, including intangibles such as contract incentives. Individual mark-up is not allowed on GC supplied materials or the total "Profit" line item on the Contractors Sworn Statement will be reduced accordingly. If this is insufficient, then deductions will be made to the General Conditions and/or Overhead lines.

Project: any building, structure or site including the related improvements owned or financed in whole or in part by the Authority, or one in which the Authority has or will have an interest.

Project Sites: the intended location(s) for which the Application is being prepared.

Public: any group of people who are users of the building and employees of the building, excluding those people who are employed by the owner of a building for construction or alteration of a building.

Public Facility: any building, structure, or site improvement which is: (i) owned by or on behalf of a governmental unit; leased, rented, or used, in whole or in part, by a governmental unit; financed, in whole or in part, by a grant or a loan made or guaranteed by a governmental unit. (ii) used or held out for use or intended for use by the public or by employees for one or more of, but not limited to, the following: the purpose of gathering, recreation, transient lodging, education, employment, institutional care, or the purchase, rental, sale or acquisition of any goods, personal property or services; places of public display or collection; social service establishments; and stations used for specified public transportation.

Public Use: interior and exterior rooms or spaces that are made available to the general public at a building or facility that is privately or publicly owned.

Ramp: a walking surface which has a running slope greater than 1:20 (5%) and a cross slope no greater than 1:50 (2%).

Reproduction Cost: the estimated cost of constructing a new building, structure, or site improvement of like size, design, and materials at the site of the original building, structure, or site improvement, assuming such site is clear. The reproduction cost shall be determined by using the recognized standards of an authoritative technical organization (see Authoritative Technical Organization for examples of estimating guides).

Requirements: Design, Construction, & Regulatory Compliance Requirements for development teams receiving IHDA resources.

Residential Square Footage (SF): in new construction this is a measurement calculated from a continuous end to end delineation from the outside of the exterior assembly. In rehabilitation this is a measurement calculated from a continuous end to end delineation from the inside of the exterior assembly.

Residential Unit Area SF: measurement calculated from a continuous end to end delineation comprised from the following strike criteria: 1) interior side of an exterior assembly, 2) tenant side of a shaft, utility, common area partition 3) midline of the tenant demising partition.

Running Slope: the slope that is parallel to the direction of travel; see also Cross Slope.

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Service Entrance: an entrance intended primarily for delivery of goods or services. A service entrance may not be the principal entrance unless it is the only entrance to the building/facility.

Single Room Occupancy Unit or SRO: a unit used or intended to be used as a residential housekeeping unit by not more than one occupant for living, sleeping, with or without cooking facilities. See Design Activities for area requirements.

Storage, Bulk: a clear volume space provided for storage of personal items such as luggage, boxes of seasonal items or any bulk items. The space may be located in the dwelling unit, in a separate room in the building, or in a separate building on the same site.

Structural Change: changes to or rearrangement of the structural elements, plumbing fixture changes, or changes to or rearrangement of the plan configuration of walls and full height partitions.

Structurally Impracticable: those rare circumstances when the unique characteristics of terrain prevent the incorporation of accessibility features in new construction.

Substantial Alteration (Section 504): Alterations are substantial if they are undertaken to a project that has 15 or more units and the cost of the alterations is 75% or more of the replacement cost of the completed facility. [See HUD Title 24 CFR 8.23(a)]. The new construction provisions of HUD Title 24 CFR 8.22 shall apply. Subsection 8.22 (b) requires that a minimum of 5% of the dwelling units, or at least one unit, whichever is greater, shall be made accessible to persons with mobility disabilities and an additional 2% of the dwelling units, or at least one unit, whichever is greater, shall be made accessible to persons with hearing or visual disabilities.

Technically Infeasible: with respect to an alteration of a building or a facility, a change that has little likelihood of being accomplished because existing structural conditions would require removing or altering a load-bearing member, which is an essential part of the structural frame; or because other existing physical or site constraints prohibit modification or addition of elements, spaces or features which are in full and strict compliance with the minimum requirements for new construction and which are necessary to provide accessibility, per ADA Accessibility Guidelines 4.1.6.

Toilet or Powder Rooms: at a minimum, a room consisting of one water closet and one lavatory.

Type A Unit: Reference ICC/ANSI 117.1 2009

Type B Unit: Reference ICC/ANSI 117.1 2009

Vehicular Way: A route intended for vehicular traffic, such as a street, driveway, or parking lot.

Visitability: the requirement that all single-family homes, townhouses, multi-story housing units, and multi-family apartment units provide accessible features that permit people with mobility impairments to visit (enter and stay, but not live in) a residence. See the Design Activities for additional guidance.

9. Resale or Recapture Guidelines. Below, the grantee must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A".

N/A

10. HTF Affordable Homeownership Limits. If the grantee intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A".

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the grantee must not limit or give preferences to students. The grantee may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303(d)(3) only if such limitation or preference is described in the action plan.

Under IHDA's LIHTC Program, developers/owners are incentivized to set aside 10-15% of their housing units for supportive housing populations under the Statewide Referral Network (SRN). These are defined as persons with disabilities or homeless/at risk of homelessness AND @ 30% of AMI or below. This set-aside may be triggered if an NHTF project is also allocated LIHTCs as part of its project financing

12. Refinancing of Existing Debt. Enter or attach the grantee's refinancing guidelines below. The guidelines describe the conditions under which the grantee will refinance existing debt. The grantee's refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the grantee will not refinance existing debt, enter "N/A."

Not Applicable: IHDA anticipates funding primarily new affordable housing development, and it will not give priority to such preservation projects which are primarily refinancing existing debt. If refinancing will only be permitted when:

1. New investment is being made to create additional affordable units:
2. refinancing is necessary to reduce the overall housing cost and to make the housing more affordable, and is proportional to the number of HTF-assisted units in the rental project; and

3. the development cost attributable to the HTF units is greater than the amount of debt to be refinanced that is attributable to the HTF units.

The review of the management practices of the applicant must demonstrate that any proposed rehabilitation is not a result of disinvestment in the property

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The review of the management practices of the applicant must demonstrate that any proposed rehabilitation is not a result of disinvestment in the property

Discussion:

For forms and documents relevant to HOME and the national Housing Trust Fund, refer to the IHDA website's "Developer Resource Center" at:

<https://www.ihda.org/developers/dev-resource-center/>

Program Specific Requirements - HOPWA

HOPWA

The co-administration of HOPWA and Ryan White funding by the Illinois Department of Public Health allows for improved coordination in program planning, new program development, and fund allocation to various activities. The Department has worked with its Part B advisory group to ensure that funding aligns to meet the needs of persons living with AIDS. The Part B Advisory group is constantly responding to meet rising needs. Though the primary focus of Part B funds addresses healthcare needs and related support services, these funds have also been used to address and supplement the housing needs of persons living with HIV/AIDS in the State of Illinois. Needs assessment activities are followed by priority setting and resource allocation. IDPH hosts mini-forums across the state for people living with HIV/AIDS

and provider agencies to identify and address issues related to clients' needs. Topics include barriers to housing, homelessness, and emerging trends that impact people living with HIV/AIDS.

The Department requires the HIV Care Connect Lead Agents to develop annual work plans prior to receiving funds. The work plans must identify specific service and estimated number of person's that will be served by service category. The work plan will include descriptions of populations to be served, the care and service needs of the population and ways in which the HIV Care Connect Regions will ensure that the most in need will receive housing assistance. The State ultimately has the responsibility to ensure that grantees and project sponsors are caring out their programs in accordance with all applicable laws and relations.

The Department of Public Health works closely with each HIV Care Connect program and fiscal staff on a daily basis to ensure all obligations of the HOPWA program is met. IDPH monitors all programmatic and administrative expenditures through Provide which is a data management system. Activities and expenditures are entered in this data management system before reimbursements for services are approved.

The Department will consider faith-based or non-profit organization. Every three years the Department opens grant opportunities for grassroots faith-based and other community organizations. All grantees must submit 501C nonprofit status and prove that agencies are in good standing with the State of Illinois. All grantees must describe a statement of its capacity and performance history in providing services for people living with HIV/AIDS

Attachments

