

Loudoun County Affordable Multi-family Housing Loan Program Application

Part 2: Scoring Criteria

Criteria	Scoring Guidance	Max. Points Available
SECTION 1: Consistency with Countywide Housing Needs		
Commitment Period	Highest Points: 60 + years commitment to maintaining affordability of units consistent with targeted households as proposed.	5
Affordable Units below 60% AMI	Highest Points: Ten percent or more of the project units provide housing for extremely low income (30% AMI or less) households.	5
Affordable Units for Persons experiencing homelessness	Highest Points: Ten percent or more of the project units provide housing for households or persons experiencing homelessness or with history of chronic homelessness.	5
Size of the units	Highest Points: Forty percent or more of the project units are family- sized units of 3 bedrooms or more, or entry-level worker units of 1 bedroom or studios.	5
The project provides housing for older adult residents.	Highest Points: Twenty percent or more of the project units are senior housing, with 100% of the units for older adults being fully accessible, 504 compliant, and meeting requirements of ADA and ANSI A117.1	5
The project provides housing for persons with disabilities.	Highest Points: Twenty percent or more of the project units are housing for persons with disabilities, with 100% of those units fully accessible, 504 compliant and meeting requirements of ADA and ANSI A117.1.	5
Transportation	Highest Points: Proposed project is located within walking distance (approximately .25 mile) to public transportation.	5
Permanent Supportive Housing Units	Highest Points: At least ten percent of the project units are Permanent Supportive Housing units for individuals with a history of chronic homelessness and/or with a disability. Permanent Supportive Housing is funded using sources different from County's social programs, applicant has	5

	provided a Supportive Services Plan, the supportive service provider is a registered 501(c)(3) not-for-profit organization, and the Plan complies with applicable regulations.	
Geographic distribution	Highest Points: The project is located within the Urban Policy Areas, the areas surrounding the Silver Line Metro stations and along Route 7 and Route 28 interchange, redevelopment and infill areas, or an incorporated Town.	5
SECTION 1 Total maximum points available		45
SECTION 2: Project Design		
Universal Design	Highest Points: The project applies Universal Design principles to allow the built environment to be usable by people of all ages and abilities, and promotes the ability for people to age in place.	5
Building Innovation	Highest Points: The project meets an established green building standard such as, but not limited to, Passive House, Living Building Challenge and EnergyStar Certification; LEED, EarthCraft, or other similar certifications accepted by HUD or VHDA, with ongoing energy use tracking, uses energy efficient design and construction principles; promotes high performance and sustainable buildings, and minimizes construction waste and other negative environmental impacts.	3
Rehabilitation/Renovation projects	Highest Points: The project provides for adaptive re-use of existing unused, or underutilized structures or materials.	5
Amenities	Highest Points: The project will provide on-site amenities that could include, but not be limited to community meeting room, outdoor playground, swimming pool, green space, community garden, etc.	3
Location within the Community	Highest Points: The project will be located within walking distance (approximately .25 mile) of existing employment opportunities, public schools, and other amenities that could include, but not be limited to library, hospital, food store, park, community center,	5

Interspersed Units in a Mixed-Income or Mixed Use Project	Highest points: Affordable housing projects that include no more than twenty percent of market-rate units, as long as the affordable units are interspersed throughout the project in all floors and sections so as not to concentrate the affordable units in any one area of the development/building. Multifamily buildings must have a shared entrance, and applicant has demonstrated that market-rate units are fully financeable without the County participation and that no subsidy source for affordable housing is directly or indirectly financing the market-rate units.	3
SECTION 2 Total maximum points available		24
SECTION 3: Project Readiness		
Planning, design, and construction process	Highest points: Site plan or use permit process identified and approved by County’s planning staff. Construction plan and documents (architectural, civil engineering, specifications) are permit-ready and the construction budget is aligned with such plans.	3
Public participation process	Highest points: Civic association consulted; appropriate schedule for public participation process in place.	3
Feasibility	Highest points: Demonstrated a feasible plan through the documents/information provided within the loan application package and a reasonably to-be-accomplished milestone schedule.	5
Preservation Project	Highest points: Preservation of projects on currently built property with an existing and expiring affordability deed/covenant restriction or operating subsidy or a market-rate project, to provide affordable housing, with the goal of upgrading the housing quality for existing affordable housing and commitment to an extended affordability period.	5
SECTION 3 Total maximum points available		16

SECTION 4: Experience		
Design Team Experience	Highest Points: Design team with extensive (10+ years) experience in green design and construction.	3
General Contractor Capacity and Experience	Highest Points: Selected general contractor demonstrates exemplary track record in projects of similar size, scale, type, and complexity to the proposed project to have delivered similar projects on time, on budget, and to the highest quality standards, while maintaining compliance with applicable industry and environmental regulations.	3
Developer Experience	Highest Points: The applicant submitted documentation of experience as a developer of affordable housing, to include taking projects through a community process and obtaining approvals; receiving Low Income Housing Tax Credits; inclusion on the VHDA experienced developer list; closing on debt and equity financing; history of repayment and obtaining building permits.	5
Project Completion	Highest Points: Proven track record of completing affordable housing projects on budget and on schedule.	3
Property Management	Highest Points: Selected management agent demonstrates successful track record in projects of similar size, scale, type, and complexity to the project proposed, including demonstrated ability to maintain ongoing compliance over the life of a project. Applicant has submitted documentation of proven property management experience, well-maintained, violation-free properties, compliance with occupancy requirements and overall tenant satisfaction in properties managed by the proposed manager.	3
Architect and/or Construction Manager	Highest Points: Selected architect and selected construction manager demonstrates a successful track record in project of similar size, scale, type and complexity to the proposed project and has experience to ensure that proposed design is compliant with all applicable regulations, including environmental, accessibility standards, zoning, and historic preservation. Architect	3

	and/or Construction Manager have capacity/experience to provide project oversight to guarantee delivery on time, on budget, and to the highest quality standards.	
Experience Partnering with Service Providers	Highest Points: 1) Tier One: The applicant has provided a detailed plan for managing and delivering support services to special needs populations based on previous partnering with social service providers and of having provided excellent management and support services to special needs populations. 2) Tier Two: The applicant has provided a detailed plan for managing and delivering support services to special needs populations.	3
Fiscal and Organizational Health and Team Capacity	Highest Points: The applicant is fiscally and organizationally sound, as evidenced by the financial statements. The applicant has the financial and workload capacity to make the project a top priority, execute it as scheduled in terms of time and budget, and based on the information provided, it is reasonable to assume that the applicant will be able to develop and manage the project as proposed.	3
<i>SECTION 4 Total maximum points available</i>		26
SECTION 5: Budget and Leverage		
Sources of Funds	Highest Points: The project financing plan is sound, reasonable, and includes competitive sources. The applicant has submitted firm financial commitments for other sources of financing, shown the financing gap of the project, and demonstrated consistency with accepted underwriting standards. The project proposes to utilize public and private partnerships and utilizes state and federal housing programs to assist in fulfilling unmet housing needs and the financing gap.	5
Uses of Funds	Highest Points: The project budget is clear, accurate, thorough, and contains a realistic set of sources and uses; acquisition costs are at or below appraised value; construction costs are supported by contractor estimates and at or below local industry standard for	5

	projects of similar size, type and complexity located in the proposed location or close proximity, and fees and soft costs are reasonable and at or below local industry standard. Applicant presents evidence of maximizing resources to minimize construction costs as possible and within compliance with industry standards.	
Leverage and Subsidy	Highest Points: The applicant has submitted documentation of strong leverage. Minimum ratio of 1:3 (Fund's sources to other sources).	3
Developer Participation	Highest Points: Developer contribution equals at least 10% of the Housing Loan Fund request. 50% may come from a seller note.	3
Income	Highest Points: Income projections are reasonable and consistent with rents for targeted households; vacancy rates and other income are reasonable.	3
Operating Costs	Highest Points: Operating costs are consistent with those documented for other recent local similar developments.	3
<i>SECTION 5 Total maximum points available</i>		22
OVERALL SCORE TOTAL MAXIMUM POINTS AVAILABLE		133

Loan applicant should submit with its loan application, any additional materials, not previously listed, that provide support of the applicant's plan for any of the point scoring categories.