



Updated for DECD Rating and Ranking - February 2012

Applicant Name:

Project #:

Project Name:

Date of Review:

Section	Title	Point Calculation	Explanation of Points Calculation	Possible Points	Actual Points	Additional Scoring Info	
Affordability, Marketability, and Fair Housing							
3.3	Type of Marketability Documentation Submitted	Provide points based on the type of marketability backup documentation submitted. All such documentation must be current (completed with the previous 12 months) and reflect the specific circumstances of the proposal.	Waiting List	10 pts	10	10	Did the applicant submit proper documentation to support their need/marketability for their project?
			Market Study	5 pts	5		Data provided should be directly linked to the project.
			Market Analysis	2 pts	2		
3.1.9	Length of Affordability	Exceeding the required affordability period	100% greater than required	10	10		-award points based on % increase over required affordability period. -See DECD OHDF Policies Handbook for required affordability periods. Range is from 5 years to 20 years and vary by program..
			75% greater than required	8			
			50% greater than required	6			
			25% greater than required	4			
4.1	Very Low Income	Does the project target extremely-low and very-low income households?	>50%	5	5		Add all extremely and very-low income households and divide by total units in the project. Households earning less than 50% AMI are considered very low income
			30-50%	3			
			0-30%	1			
4.1	Tenants Housing Costs	% of tenants monthly gross income that goes towards rent/mortgage	1-20%	5	5		-Divide tenants monthly rent/mortgage by monthly gross income. -Use chart on the left and score accordingly.
			21-30%	3			
3.3	Preservation of Affordable Housing	Does the project preserve existing occupied affordable housing that is at risk of conversion to unrestricted housing or other use?	Yes	10	10		Documentation of potential loss of units must be documented.
7.1	Fair Housing Goals	Has the applicant addressed/submitted/discussed the following Fair Housing Goals?	Project provides a type of tenure that is under-represented in neighborhood (ownership, rental, cooperative, etc.)	6	6		Award max points per each category if applicant has submitted information which clearly documents that the proposal addresses each of these points. The application must clearly demonstrate that these fair housing goals are legitimate based on specific and detailed information regarding the neighborhood and or municipality in which the proposal would be located.
			Project Provides a household type (large family, elderly, etc) that is under-represented	3	3		
			Project serves an income range that is under-represented in the neighborhood	6	6		
			Project location promotes diversity/economic integration	3	3		
7.1	Fair Housing Activities	Total # of Fair Housing activities completed by applicant (within last 2 yrs)	Fair Housing Activities	2	2		Has the applicant documented that they have completed 1 or more fair housing activities.
3.3.5	Percentage of Supportive Housing Units	Points will be awarded based on the <u>percentage</u> of supportive housing units located within the proposed development that are made available to homeless or at risk individuals or families.	Greater than 20%	5	5		The owner/developer must have a written agreement in place with a recognized supportive housing organization identifying the specific number of supportive housing units. The units must be affordable to families earning less than 25% AMI.
			10-20%	3			
			Less than 10%	1			
3.3.5	Percentage of Supportive Housing Units for Chronically Homeless	Points will be awarded based on the <u>percentage</u> of the designated supportive housing units set aside for the <u>chronically homeless</u> . To qualify, these units must be affordable to families with \$0 income through Section 8, State RAP, or other rental subsidy for each of the development's supportive housing units housing the chronically homeless. To receive points, the developer/service provider must have a firm commitment of such rental subsidy and an agreement with a service or shelter provider to verify chronic homelessness.	Up to 100% of the Supportive Housing Units	5	5		Award Points based on the percent of supportive housing units which meet the chronically homeless standard. Divide the total number of SH units by the number of units for chronically homeless.
			Up to 50% of the Supportive Housing Units	3			
			Up to 25% of the Supportive Housing Units	1			
Project Need: Total Possible Points=				70	70		

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Applicant Capacity						
1.7	Completed Housing Activities	Points will be awarded based on the total number of prior housing activities completed by applicant as well as the number of completed projects of a similar nature. Only projects completed in the last 5 years will be considered.	3 or more projects completed with at least 1 of a similar nature	9	9	
			2 projects completed with at least 1 of a similar nature	8		
			3 projects completed	7		
			2 projects completed	6		
			1 project completed of a similar nature at least 1 project completed	5		
1.7	Applicant/ Consultant	Applicant Staff and identified consultants that will be working on this project have how many years of experience?	7+ years	2	2	Based on submitted resumes from the applicant, evaluate how many years of RELEVANT experience each key person has and average their # of years.
			4-6 years	1		
			Less than 4 years	0		
1.7	Engineer/ Architect	Staff that will be working on this project have how many years of experience? (if drawings/specs are completed by in-house staff, score on their experience) For Programs, describe role of construction specialist.	7+ years	2	2	Based on submitted resumes from the engineer/architect, evaluate how many years of RELEVANT experience each key person has and average their # of yrs.
			4-6 years	1		
			Less than 4 years	0		
1.7	Property Manager	Staff that will be working on this project have how many years of experience?	7+ years	2	2	Based on submitted resumes from the property manager or realtor/ sales manager, evaluate how many years of RELEVANT experience each key person has and average their # of yrs.
			4-6 years	1		
			Less than 4 years	0		
1.6	Financial Review	Applicant's overall financial stability	Enter score that is generated from Financial Review Team	5	5	Once project manager receives score from OFR.
Applicant Capacity: Total Points Possible=				20	20	
Project Feasibility and Readiness to Proceed						
3.8	Status of Construction Documents	How finalized are the construction documents, including the architectural drawings, contract specifications, and bid documents. <i>(N/A for Programs)</i>	Bidding Completed	10	10	ARCHITECTURAL STAFF TO PROVIDE SCORE
			Construction Documents Prepared	8		
			Design Development Drawings (40%)	4		
3.6	Zoning	Has the applicant received either conditional or full zoning approval for the specific project being applied for? <i>(N/A for Programs)</i>	Full Approval	4	4	ARCHITECTURAL STAFF TO PROVIDE SCORE
			Conditional Approval	2		
3.7	Hazardous Materials	Has the applicant fully identified the applicability of hazardous materials compliance through either a ESA Phase I, II, and or III? If the proposed project site has hazardous materials remediation issues, has the costs been properly identified and included in the development budget? <i>(N/A for Programs)</i>	All required ESAs completed - YES	10	10	ARCHITECTURAL STAFF TO PROVIDE SCORE
			NO	0		
			Remediation Costs documented or N/A	2		
Costs not documented	0					
5.6	Commitments for Construction Financing	How finalized are the <u>non-DECD</u> construction sources of funds for the project? <i>(N/A for Programs)</i>	Firm Commitment for 100% of non-DECD funds	8	8	Scoring should be based on letter from funders of each source of funds. Choose the highest category that the applicant qualifies under. - To be considered a soft commitment letter, the app. must include a letter from the funder stating the conditional funding requirements. -To be considered "firm", the applicant must have letter from the funder which identifies the specific assistance terms and sets a closing timeframe <i>-if no Construction ONLY Sources, give same score as Permanent Sources</i>
			Firm Commitment for 50% of funds, soft Commit. for remainder	6		
			Firm Commitment for 50% of non-DECD funds	4		
			Soft Commitment Letter for 100% of non-DECD funds	2		
5.6	Commitments for Permanent Financing	How finalized are the <u>non-DECD</u> permanent sources of funds for the project?	Firm Commitment for 100% of non-DECD funds	8	8	Scoring should be based on letter from funders for each source of funds. Choose the highest category that the applicant qualifies under. - To be considered a soft commitment letter, the app. must include a letter from the funder stating the conditional funding requirements. -To be considered "firm", the applicant must have a formal commitment letter from the funding provider. For Homeownership PROJECTS, the potential mortgage funder must provide a description of specific mortgage products and document that said products meet PRIME mortgage standards.
			Firm Commitment for 50% of funds, soft Commit. for remainder	6		
			Firm Commitment for 50% of non-DECD funds	4		
			Soft Commitment Letter for 100% of non-DECD funds	2		
5.3	Leveraging	What is the percentage of DECD's investment vs. TDC	0-15%	18	18	Divide DECD investment by TDC investment and input correct score based on percentage. Use Financing Plan & Budget (exhibit 4.3.c)
			15-30%	12		
			> 30%	0		
3.8	Construction Reasonableness	Do the proposed <i>construction costs</i> meet the DECD standard established for per unit and square foot costs? Points will be deducted based on the % that projected costs exceed the established DECD standard.	projected costs exceed the standard by 50%	-6		ARCHITECTURAL STAFF TO PROVIDE SCORE
			projected costs exceed the standard by 40%	-5		
			projected costs exceed the standard by 30%	-4		
			projected costs exceed the standard by 20%	-3		
			projected costs exceed the standard by 10%	-2		
			Projected costs meet the cost standard	0		
Project Feasibility and Readiness to Proceed Total Points=				60	60	

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Responsible Growth and Livability Initiatives							
3.3.2	3.7	Transit Oriented Development - Connectivity to Public and Mass Transit Sources	Is the proposed development within walking distance of public and mass transit sources?	within 1/2 mile of multi-modal options for transit (2 or more than 2 modes) - rail transit station, regular all-day bus transit stops to major employment centers, all-day ferry station, etc. 10 within 1/2 mile of one major transit mode - rail transit, regular all-day bus transit service to major employment centers, or similar service. 8 within 1/2 mile of one minor transit mode - peak-time bus or rail service. 6 within 1 mile of transit options or with connector service/options to transit stations. 4 within 3 miles of transit options or with connector service/options to transit stations. 2	10	10	Award points based on the proximity of the proposed development to public and mass transit. Proposed transit projects that are underway may also be considered.
3.3	3.7	Community/ Neighborhood Impact	Is the project in close proximity to a variety of land uses displaying mixed-use characteristics and vibrancy in the area? Does the neighborhood display a high degree of walkability? (measured by Walk Score™)	Walk Score™ 90 and above 7 Walk Score™ is 70 and above 6 Walk Score™ is 50 and above 5 Walk Score™ is below 50 0	7	7	Walk Score™ is a free web based tool to measure the walkability of a particular area (see http://www.walkscore.com). DECD is using this tool to measure the presence of mixed-uses as well as walkability in the project area.
			Does the project include mixed-use development characteristics? (Residential development along with other uses such as office, retail, commercial, educational etc.)	Yes 2 No 0	2	2	Projects that propose mixed-uses rather than a single land use will be awarded points.
			Does the project include proposal for a zone change or an overlay district designation that will enable mixed-use development in the present and in the future in the project site and /or in the surrounding area?	Yes 2 No 0	2	2	DECD encourages adoption of mixed-use zones in municipal planning and zoning guidelines either through conversion of single uses or other tools such as overlay zones.
			Is the project in a targeted investment area such as an NRZ, Empowerment Zone or Enterprise Zone?	Yes 2 No 0	2	2	
			Does the project have letters of support from the community?	Yes 2 No 0	2	2	
3.7		Reuse/ Rehabilitation Characteristics and Infrastructure Capacity	Can the project or project site be served by existing public utility service? OR Can the project be implemented without any new capital infrastructure investment? OR Can the project be executed with on-site water and septic?	Yes 2 No 0	2	2	If project site will be served by on-site water and septic, award points. The question is attempting to gauge if capital investment for water/sewer will be required to accomplish the project.
			Does the project involve a tract of undeveloped land, raw land or a "greenfield?" (Note: Development of infill sites - smaller undeveloped parcels within larger developed areas, are highly encouraged.)	Yes 0 No 3	0	3	
			Does the project include the reuse and rehabilitation of vacant or abandoned properties? OR Does the project reuse or rehabilitate any designated historic property (appearing on the National Register of Historic Places, State Register or a designated Local Historic property) OR Does the property include the rehabilitation and/or reuse of an existing facility that is currently operational?	3 points if vacant/abandoned property or a historic designated property 3 2 points if rehabbing an operational facility 2 No 0	3	3	
			Are any of the project sites brownfields?	Yes 2 No 0	2	2	
3.8		Sustainable Development	The State encourages the incorporation of sustainable development standards into all project designs. These standards include green building standards, alternate energy sources, Energy Star, water conservation, and land conservation.	The project proposes to use LEED, ASTM, Green Globes or other comparable best management practices/standards for green building design. 3 The project proposes to use alternative energy sources such as wind, solar, hydro, etc. 3 The project design includes water conservation techniques such as the reuse/recycling of water, use of low-water-use toilets, and/or other water conserving techniques. 3 The project promotes land conservation through the use of higher densities, compact building designs, smaller lot sizes, smaller setbacks, etc. 3	3	3	Award 3 points for each category if the application and construction documents clearly demonstrate that these items are incorporated into the project design and management.
3.3		Leveraging Investment	Does the project leverage funding from other sources for this project and other housing, economic and community development activities that are planned or underway in the community?	Yes 3 No 0	3	3	Evidence/explanation must be provided
Responsible growth and Livability Initiatives Total Points =				50	50		

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Scoring Summary

Affordability, Marketability, and Fair Housing	35%	70	70	100.0%
Applicant Capacity	10%	20	20	100.0%
Project Feasibility and Readiness to Proceed	30%	60	60	100.0%
Responsible Growth and Livability Initiatives	25%	50	50	100.0%
Application Score		200	200	100.0%

DECD will use the following tiebreakers in the order listed if two proposals have equal scores:

- 1 Resident Participation Agreements - **to be used only if two Housing Authority developed or sponsored applications are tied. Not to be used as a tiebreaker between HA and Non-Housing Authority proposals.**
For development applications which fall under the applicability of the resident participation requirements of Connecticut Public Act 11-72, applications which have a signed agreement for resident participation in place will be given priority over proposals which do not have a signed agreement for such developments.
- 2 Highest Project Feasibility and Readiness to Proceed Score
- 3 Highest Project Responsible Growth and Livability Initiatives Score
- 4 Highest Project Affordability, Marketability, and Fair Housing Score
- 5 Highest Project Applicant Capacity Score

The results of the evaluation and Rating and Ranking of applications will be determined at the sole discretion of the Commissioner of DECD.