



REQUEST FOR APPLICATIONS
RESOLUTION OF SUPPORT OR NO OBJECTION
FREQUENTLY ASKED QUESTIONS

1. What is considered a **major employment center**?

Using the 2012 Employee per Square Mile Density Map posted on the GMA website, a Major employment center is an area of the City of San Antonio that has a “High” Employee Density, which is defined as 4,201 employees per square mile or higher. Please refer to the Map Legend for the appropriate color codes for employee density.

[Link to: Employee 2012 Density Map](#)

2. How should Map illustrating length of **bus commute to a major employment center** be prepared and presented.

Most importantly, the bus route map should show the commute time from point A to point B. Utilizing the VIA Metropolitan Transit Rider Tools feature will not only provide the distance traveled, but the commute time. This tool can be found at the link below.

<http://www.viainfo.net/BusService/RiderTool.aspx>

3. Will points be awarded if the project is near a **major employment center**, but there is not a bus line/station?

No. This question pertains only to public transit commute.

4. Will points be awarded if an individual can walk to a **major employment center** within 20 minutes, but the bus requires more than 20 minutes due to the location of the bus stops?

No. This question pertains only to public transit commute.

5. Should a copy of the completed **market study** be submitted with the application?

No. Submitting a copy of the completed Market study along with the application is not necessary. Once the certifying officer signs the PDF version of the application, he or she is certifying that the statements made on the application are true and correct to the best of his or her knowledge. In addition, the certifying officer understands that false statements on the application constitute fraud and is immediate grounds for denial. Moreover, the information provided is subject to verification by the City of San Antonio.

6. What documentation is required to evidence that the **market study** has begun?

Submitting evidence that a Market study has been initiated is not necessary. Once the certifying officer signs the PDF version of the application, he or she is certifying that the statements made on the application are true and correct to the best of his or her knowledge. The City, at its option, may require the respondent to provide a letter of engagement calling for commencement of the market study by or before the date of the application. In addition, the certifying officer understands that false statements on the application constitute fraud and is immediate grounds for denial. Moreover, the information provided is subject to verification by the City of San Antonio.

7. Should a copy of the **rent schedule** and **pro forma** be submitted with the application?
No. Submitting a rent schedule or pro forma along with the application is not necessary. Once the certifying officer signs the PDF version of the application, he or she is certifying that the statements made on the application are true and correct to the best of his or her knowledge. In addition, the certifying officer understands that false statements on the application constitute fraud and is immediate grounds for denial. Moreover, the information provided is subject to verification by the City of San Antonio.
8. Must the **pro forma** be completed prior to application? What happens if the pro forma changes when submitted to TDHCA?
No. The pro forma can change as long as the rent, vacancy and collection loss, and reserve assumptions are consistent with TDHCA threshold and underwriting requirements.
9. Is documentation of **property manager experience** and **developer/owner experience** required to be submitted with the application?
No. Attaching information about the experience of the property manager or developer/owner along with the application is not necessary. Once the certifying officer signs the PDF version of the application, he or she is certifying that the statements made on the application are true and correct to the best of his or her knowledge. In addition, the certifying officer understands that false statements on the application constitute fraud and is immediate grounds for denial. Moreover, the information provided is subject to verification by the City of San Antonio.
10. Is it necessary to select the **property manager or company** prior to application, or are we just attesting that the eventual property management company will meet the criteria?
If the property manager is not currently selected, you may certify that the property manager will meet the experience requirements of the point level that is selected on your application. Should the eventually selected property manager not meet the requirements of the selected point level, the respondent will be subject to the false statement provisions and penalties described in the application document.
11. Please define **community center or facility**? Does a **community church** qualify as a community center/facility?
A community center is a facility providing community programs or services that are open to the general public. Generally, the community facility is owned or leased by a political jurisdiction (City of San Antonio, Bexar County, and other cities). Certain other facilities owned by school districts, public housing authorities, churches or private nonprofit or for-profit entities may be used to meet this criteria, provided there is a bona fide, written joint use agreement between a political jurisdiction and the school district, housing authority, church or private entity making the facility and its programs available to the general public for a minimum of 20 hours per week.

A list of City of San Antonio owned Community Centers may be found at:
<http://www.sanantonio.gov/humanservices/Facilities.aspx#5455253-community-centers>

Additionally, certain City of San Antonio Department of Parks and Recreation properties have Community and Activity facilities. A directory of City of San Antonio Parks and Recreation Facilities may be found at:

<http://www.sanantonio.gov/ParksAndRec/ParksFacilities/AllParksFacilities.aspx>

Be sure to only claim points for a park and recreation location that has a Community Center, Gymnasium or Activity Building identified in the Parks and Recreation Inventory matrix.

For senior housing projects, a list of City of San Antonio Senior Centers may also be found at:

<http://www.sanantonio.gov/humanservices/Facilities.aspx#5455252-senior-centers>

12. Please define an **aging or disability resource center**?

The aging and disability resource center directory can be found at:

<http://bexar.tx.networkofcare.org/aging/>

You may count one the closest facility falling under one of the following aging and disability category:

Adult Day Care / Day Programs (all subcategories eligible)

<http://bexar.tx.networkofcare.org/aging/services/category.aspx?cid=19494&targetgrp=&z=>

Benefits Assistance

<http://bexar.tx.networkofcare.org/aging/services/subcategory.aspx?tax=FT-1000&cid=19495&targetgrp=Bexar>

Congregate Meals / Nutrition Sites

<http://bexar.tx.networkofcare.org/aging/services/subcategory.aspx?tax=BD-5000.1500&cid=19507&targetgrp=Bexar>

Disabilities/rehabilitation (all subcategories eligible)

<http://bexar.tx.networkofcare.org/aging/services/category.aspx?cid=19499&targetgrp=&z=>

Food Pantries

<http://bexar.tx.networkofcare.org/aging/services/subcategory.aspx?tax=BD-1800.2000&cid=19507&targetgrp=Bexar>

Senior Centers

<http://bexar.tx.networkofcare.org/aging/services/category.aspx?cid=19511&targetgrp=Bexar&z=>

Veterans Benefit Assistance

<http://bexar.tx.networkofcare.org/aging/services/subcategory.aspx?tax=FT-1000.9000&cid=19495&targetgrp=Bexar>

13. Does a **hospital or clinic** have to accept both Medicare and Medicaid to be considered qualified?

Yes, the hospital or qualified medical facility must accept both Medicare and Medicaid payments.

14. Should a copy of the completed **Environmental Site Assessment (ESA)** be submitted with the application?

No. Submitting a copy of the completed ESA along with the application is not necessary. Once the certifying officer signs the PDF version of the application, he or she is certifying that the statements made on the application are true and correct to the best of his or her knowledge. In addition, the certifying officer understands that false statements on the application constitute fraud and is immediate grounds for denial. Moreover, the information provided is subject to verification by the City of San Antonio.

15. The **Environmental Site Assessment (ESA)** for this project is in progress. Must it be completed for points to be awarded?

No, provided you are able to document this claim should you be asked to do so by the City of San Antonio or TDHCA.

16. Other than the Excel template, what else needs to be submitted as part of the application?

Please review – “Application and Submittal Requirements” in the Request for Applications (Instructions). In addition, question 8 of the application does require that a map be attached for each amenity chosen.

17. Will points be awarded if part of the site is **zoned** property, and the other part of the site is not?

No. The subject property as a whole must meet zoning requirements at time of application submission in order to claim these points.

18. Are points for **resident services** only awarded for services provided directly by the developer/property manager?

You may provide the services yourself or you may utilize a third party provider, provided there is a bona fide, written agreement with a third party resident service provider to offer services at the property location (on-site community facility). The term of the initial agreement must be for at least two years. The respondent cannot charge the resident services provider for the use of respondent provided facilities.