



## Arizona Department of Housing 2007 Information Bulletin

**REGARDING PROGRAMS:** State Housing Fund Program Summary and Applications Guide

**REGARDING FUNDING SOURCES:** State Housing Fund

**INFORMATION BULLETIN No. 01-07**

**ISSUED: February 13, 2007**

**RE: Correction of term “licensed general contractor” cited in the State Housing Fund Program Summary and Application Guide, *Owner-Occupied Emergency Repair Program Policies*, page 69**

Correction to the State Housing Fund Program Summary and Application Guide, *Owner-Occupied Emergency Repair Program Policies*, page 69, section 7.13.1:

Correction to Bullet 4, cited within section 7.13.1, *Owner-Occupied Emergency Repair Program Policies*, now reads:

- Unit inspection, work write-up and bidding processes; Construction must be performed by a contractor licensed with the Registrar of Contractors; be bonded and insured. A management entity acting in place of a licensed contractor is not permitted. Licensed contractors must provide a bid guarantee, payment bond and performance bond for each construction contract. Licensed contractors or any of their subcontractors must not appear on the Federal Excluded Parties List.

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[www.housingaz.com](http://www.housingaz.com)





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## The Arizona Department of Housing 2007 Information Bulletin

- PROGRAMS:** Low Income Housing Tax Credit (LIHTC) Program
- REGARDING:** Low Income Housing Tax Credit Income and Rent Limits  
(Pre 1990 Developments) – Figures are effective as of 3/20/07.
- Low Income Housing Tax Credit Income and Rent Limits  
(Post 1989 Developments) – Figures are effective as of 3/20/07.

### INFORMATION BULLETIN No. 02-07

**ISSUED:** March 26, 2007

**RE:** Revised Income and Rent Limits for LIHTC Program

Attached are the revised 2007 rent and income limits for the Low Income Housing Tax Credit (LIHTC) program. These limits are effective as of March 20, 2007. The tables are also available for download at our website, [www.housingaz.com](http://www.housingaz.com).

**PLEASE NOTE:  
NEW PHYSICAL ADDRESS  
EFFECTIVE APRIL 2, 2007**

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ARIZONA LOW INCOME HOUSING TAX CREDIT PROGRAM - IMPUTED INCOMES/ALLOWABLE RENTS

3/20/2007

FOR RENTS BASED ON NUMBER OF PERSONS IN HOUSEHOLD (PRE 1990 Projects)

(All fractions are rounded down.)

(Figures derived from HUD Median Income Charts effective 03/20/07)

\*Please note utility allowances must be subtracted from allowable rents.

MSA/County	%	(1 Person)	Rent	(2 Persons)	Rent	(3 Persons)	Rent	(4 Persons)	Rent	(5 Persons)	Rent	(6 Persons)	Rent	(7 Persons)	Rent	(8 Persons)	Rent
Phoenix (Maricopa/Pinal)	60	\$25,260	\$631	\$28,860	\$721	\$32,460	\$811	\$36,060	\$901	\$38,940	\$973	\$41,820	\$1,045	\$44,700	\$1,117	\$47,580	\$1,189
	50	\$21,050	\$526	\$24,050	\$601	\$27,050	\$676	\$30,050	\$751	\$32,450	\$811	\$34,850	\$871	\$37,250	\$931	\$39,650	\$991
	40	\$16,840	\$421	\$19,240	\$481	\$21,640	\$541	\$24,040	\$601	\$25,960	\$649	\$27,880	\$697	\$29,800	\$745	\$31,720	\$793
	30	\$12,650	\$316	\$14,450	\$361	\$16,250	\$406	\$18,050	\$451	\$19,500	\$487	\$20,950	\$523	\$22,400	\$560	\$23,850	\$596
	20	\$8,420	\$210	\$9,620	\$240	\$10,820	\$270	\$12,020	\$300	\$12,980	\$324	\$13,940	\$348	\$14,900	\$372	\$15,860	\$396
Tucson (Pima)	60	\$22,020	\$550	\$25,140	\$628	\$28,320	\$708	\$31,440	\$786	\$33,960	\$849	\$36,480	\$912	\$39,000	\$975	\$41,520	\$1,038
	50	\$18,350	\$458	\$20,950	\$523	\$23,600	\$590	\$26,200	\$655	\$28,300	\$707	\$30,400	\$760	\$32,500	\$812	\$34,600	\$865
	40	\$14,680	\$367	\$16,760	\$419	\$18,880	\$472	\$20,960	\$524	\$22,640	\$566	\$24,320	\$608	\$26,000	\$650	\$27,680	\$692
	30	\$11,000	\$275	\$12,550	\$313	\$14,150	\$353	\$15,700	\$392	\$16,950	\$423	\$18,200	\$455	\$19,450	\$486	\$20,700	\$517
	20	\$7,340	\$183	\$8,380	\$209	\$9,440	\$236	\$10,480	\$262	\$11,320	\$283	\$12,160	\$304	\$13,000	\$325	\$13,840	\$346
Yuma (Yuma)	60	\$17,280	\$432	\$19,740	\$493	\$22,200	\$555	\$24,660	\$616	\$26,640	\$666	\$28,620	\$715	\$30,600	\$765	\$32,580	\$814
	50	\$14,400	\$360	\$16,450	\$411	\$18,500	\$462	\$20,550	\$513	\$22,200	\$555	\$23,850	\$596	\$25,500	\$637	\$27,150	\$678
	40	\$11,520	\$288	\$13,160	\$329	\$14,800	\$370	\$16,440	\$411	\$17,760	\$444	\$19,080	\$477	\$20,400	\$510	\$21,720	\$543
	30	\$8,650	\$216	\$9,900	\$247	\$11,100	\$277	\$12,350	\$308	\$13,350	\$333	\$14,350	\$358	\$15,300	\$382	\$16,300	\$407
	20	\$5,760	\$144	\$6,580	\$164	\$7,400	\$185	\$8,220	\$205	\$8,880	\$222	\$9,540	\$238	\$10,200	\$255	\$10,860	\$271
Apache	60	\$17,220	\$430	\$19,680	\$492	\$22,140	\$553	\$24,600	\$615	\$26,520	\$663	\$28,500	\$712	\$30,480	\$762	\$32,460	\$811
	50	\$14,350	\$358	\$16,400	\$410	\$18,450	\$461	\$20,500	\$512	\$22,100	\$552	\$23,750	\$593	\$25,400	\$635	\$27,050	\$676
	40	\$11,480	\$287	\$13,120	\$328	\$14,760	\$369	\$16,400	\$410	\$17,680	\$442	\$19,000	\$475	\$20,320	\$508	\$21,640	\$541
	30	\$8,600	\$215	\$9,850	\$246	\$11,050	\$276	\$12,300	\$307	\$13,300	\$332	\$14,250	\$356	\$15,250	\$381	\$16,250	\$406
	20	\$5,740	\$143	\$6,560	\$164	\$7,380	\$184	\$8,200	\$205	\$8,840	\$221	\$9,500	\$237	\$10,160	\$254	\$10,820	\$270
Cochise	60	\$18,960	\$474	\$21,720	\$543	\$24,420	\$610	\$27,120	\$678	\$29,280	\$732	\$31,440	\$786	\$33,600	\$840	\$35,820	\$895
	50	\$15,800	\$395	\$18,100	\$452	\$20,350	\$508	\$22,600	\$565	\$24,400	\$610	\$26,200	\$655	\$28,000	\$700	\$29,850	\$746
	40	\$12,640	\$316	\$14,480	\$362	\$16,280	\$407	\$18,080	\$452	\$19,520	\$488	\$20,960	\$524	\$22,400	\$560	\$23,880	\$597
	30	\$9,500	\$237	\$10,850	\$271	\$12,200	\$305	\$13,550	\$338	\$14,650	\$366	\$15,700	\$392	\$16,800	\$420	\$17,900	\$447
	20	\$6,320	\$158	\$7,240	\$181	\$8,140	\$203	\$9,040	\$226	\$9,760	\$244	\$10,480	\$262	\$11,200	\$280	\$11,940	\$298
Coconino	60	\$22,980	\$574	\$26,280	\$657	\$29,520	\$738	\$32,820	\$820	\$35,460	\$886	\$38,100	\$952	\$40,680	\$1,017	\$43,320	\$1,083
	50	\$19,150	\$478	\$21,900	\$547	\$24,600	\$615	\$27,350	\$683	\$29,550	\$738	\$31,750	\$793	\$33,900	\$847	\$36,100	\$902
	40	\$15,320	\$383	\$17,520	\$438	\$19,680	\$492	\$21,880	\$547	\$23,640	\$591	\$25,400	\$635	\$27,120	\$678	\$28,880	\$722
	30	\$11,500	\$287	\$13,100	\$327	\$14,750	\$368	\$16,400	\$410	\$17,700	\$442	\$19,000	\$475	\$20,350	\$508	\$21,650	\$541
	20	\$7,660	\$191	\$8,760	\$219	\$9,840	\$246	\$10,940	\$273	\$11,820	\$295	\$12,700	\$317	\$13,560	\$339	\$14,440	\$361
Gila	60	\$17,940	\$448	\$20,520	\$513	\$23,040	\$576	\$25,620	\$640	\$27,660	\$691	\$29,700	\$742	\$31,740	\$793	\$33,840	\$846
	50	\$14,950	\$373	\$17,100	\$427	\$19,200	\$480	\$21,350	\$533	\$23,050	\$576	\$24,750	\$618	\$26,450	\$661	\$28,200	\$705
	40	\$11,960	\$299	\$13,680	\$342	\$15,360	\$384	\$17,080	\$427	\$18,440	\$461	\$19,800	\$495	\$21,160	\$529	\$22,560	\$564
	30	\$8,950	\$223	\$10,250	\$256	\$11,500	\$287	\$12,800	\$320	\$13,800	\$345	\$14,850	\$371	\$15,850	\$396	\$16,900	\$422
	20	\$5,980	\$149	\$6,840	\$171	\$7,680	\$192	\$8,540	\$213	\$9,220	\$230	\$9,900	\$247	\$10,580	\$264	\$11,280	\$282

ARIZONA LOW INCOME HOUSING TAX CREDIT PROGRAM - IMPUTED INCOMES/ALLOWABLE RENTS

3/20/2007

FOR RENTS BASED ON NUMBER OF PERSONS IN HOUSEHOLD (PRE 1990 Projects)

(All fractions are rounded down.)

(Figures derived from HUD Median Income Charts effective 03/20/07)

\*Please note utility allowances must be subtracted from allowable rents.

MSA/County	%	(1 Person)	Rent	(2 Persons)	Rent	(3 Persons)	Rent	(4 Persons)	Rent	(5 Persons)	Rent	(6 Persons)	Rent	(7 Persons)	Rent	(8 Persons)	Rent
Graham	60	\$17,220	\$430	\$19,680	\$492	\$22,140	\$553	\$24,600	\$615	\$26,520	\$663	\$28,500	\$712	\$30,480	\$762	\$32,460	\$811
	50	\$14,350	\$358	\$16,400	\$410	\$18,450	\$461	\$20,500	\$512	\$22,100	\$552	\$23,750	\$593	\$25,400	\$635	\$27,050	\$676
	40	\$11,480	\$287	\$13,120	\$328	\$14,760	\$369	\$16,400	\$410	\$17,680	\$442	\$19,000	\$475	\$20,320	\$508	\$21,640	\$541
	30	\$8,600	\$215	\$9,850	\$246	\$11,050	\$276	\$12,300	\$307	\$13,300	\$332	\$14,250	\$356	\$15,250	\$381	\$16,250	\$406
	20	\$5,740	\$143	\$6,560	\$164	\$7,380	\$184	\$8,200	\$205	\$8,840	\$221	\$9,500	\$237	\$10,160	\$254	\$10,820	\$270
Greenlee	60	\$21,480	\$537	\$24,540	\$613	\$27,600	\$690	\$30,660	\$766	\$33,120	\$828	\$35,580	\$889	\$38,040	\$951	\$40,500	\$1,012
	50	\$17,900	\$447	\$20,450	\$511	\$23,000	\$575	\$25,550	\$638	\$27,600	\$690	\$29,650	\$741	\$31,700	\$792	\$33,750	\$843
	40	\$14,320	\$358	\$16,360	\$409	\$18,400	\$460	\$20,440	\$511	\$22,080	\$552	\$23,720	\$593	\$25,360	\$634	\$27,000	\$675
	30	\$10,750	\$268	\$12,300	\$307	\$13,800	\$345	\$15,350	\$383	\$16,600	\$415	\$17,800	\$445	\$19,050	\$476	\$20,250	\$506
	20	\$7,160	\$179	\$8,180	\$204	\$9,200	\$230	\$10,220	\$255	\$11,040	\$276	\$11,860	\$296	\$12,680	\$317	\$13,500	\$337
La Paz	60	\$17,220	\$430	\$19,680	\$492	\$22,140	\$553	\$24,600	\$615	\$26,520	\$663	\$28,500	\$712	\$30,480	\$762	\$32,460	\$811
	50	\$14,350	\$358	\$16,400	\$410	\$18,450	\$461	\$20,500	\$512	\$22,100	\$552	\$23,750	\$593	\$25,400	\$635	\$27,050	\$676
	40	\$11,480	\$287	\$13,120	\$328	\$14,760	\$369	\$16,400	\$410	\$17,680	\$442	\$19,000	\$475	\$20,320	\$508	\$21,640	\$541
	30	\$8,600	\$215	\$9,850	\$246	\$11,050	\$276	\$12,300	\$307	\$13,300	\$332	\$14,250	\$356	\$15,250	\$381	\$16,250	\$406
	20	\$5,740	\$143	\$6,560	\$164	\$7,380	\$184	\$8,200	\$205	\$8,840	\$221	\$9,500	\$237	\$10,160	\$254	\$10,820	\$270
Mohave	60	\$24,780	\$619	\$28,320	\$708	\$31,860	\$796	\$35,460	\$886	\$38,280	\$957	\$41,100	\$1,027	\$43,920	\$1,098	\$46,740	\$1,168
	50	\$20,650	\$516	\$23,600	\$590	\$26,550	\$663	\$29,550	\$738	\$31,900	\$797	\$34,250	\$856	\$36,600	\$915	\$38,950	\$973
	40	\$16,520	\$413	\$18,880	\$472	\$21,240	\$531	\$23,640	\$591	\$25,520	\$638	\$27,400	\$685	\$29,280	\$732	\$31,160	\$779
	30	\$12,450	\$311	\$14,200	\$355	\$16,000	\$400	\$17,750	\$443	\$19,150	\$478	\$20,600	\$515	\$22,000	\$550	\$23,450	\$586
	20	\$8,260	\$206	\$9,440	\$236	\$10,620	\$265	\$11,820	\$295	\$12,760	\$319	\$13,700	\$342	\$14,640	\$366	\$15,580	\$389
Navajo	60	\$17,220	\$430	\$19,680	\$492	\$22,140	\$553	\$24,600	\$615	\$26,520	\$663	\$28,500	\$712	\$30,480	\$762	\$32,460	\$811
	50	\$14,350	\$358	\$16,400	\$410	\$18,450	\$461	\$20,500	\$512	\$22,100	\$552	\$23,750	\$593	\$25,400	\$635	\$27,050	\$676
	40	\$11,480	\$287	\$13,120	\$328	\$14,760	\$369	\$16,400	\$410	\$17,680	\$442	\$19,000	\$475	\$20,320	\$508	\$21,640	\$541
	30	\$8,600	\$215	\$9,850	\$246	\$11,050	\$276	\$12,300	\$307	\$13,300	\$332	\$14,250	\$356	\$15,250	\$381	\$16,250	\$406
	20	\$5,740	\$143	\$6,560	\$164	\$7,380	\$184	\$8,200	\$205	\$8,840	\$221	\$9,500	\$237	\$10,160	\$254	\$10,820	\$270
Santa Cruz	60	\$18,480	\$462	\$21,120	\$528	\$23,760	\$594	\$26,400	\$660	\$28,500	\$712	\$30,600	\$765	\$32,760	\$819	\$34,860	\$871
	50	\$15,400	\$385	\$17,600	\$440	\$19,800	\$495	\$22,000	\$550	\$23,750	\$593	\$25,500	\$637	\$27,300	\$682	\$29,050	\$726
	40	\$12,320	\$308	\$14,080	\$352	\$15,840	\$396	\$17,600	\$440	\$19,000	\$475	\$20,400	\$510	\$21,840	\$546	\$23,240	\$581
	30	\$9,250	\$231	\$10,550	\$263	\$11,900	\$297	\$13,200	\$330	\$14,250	\$356	\$15,300	\$382	\$16,350	\$408	\$17,400	\$435
	20	\$6,160	\$154	\$7,040	\$176	\$7,920	\$198	\$8,800	\$220	\$9,500	\$237	\$10,200	\$255	\$10,920	\$273	\$11,620	\$290
Yavapai	60	\$20,640	\$516	\$23,580	\$589	\$26,520	\$663	\$29,460	\$736	\$31,800	\$795	\$34,200	\$855	\$36,540	\$913	\$38,880	\$972
	50	\$17,200	\$430	\$19,650	\$491	\$22,100	\$552	\$24,550	\$613	\$26,500	\$662	\$28,500	\$712	\$30,450	\$761	\$32,400	\$810
	40	\$13,760	\$344	\$15,720	\$393	\$17,680	\$442	\$19,640	\$491	\$21,200	\$530	\$22,800	\$570	\$24,360	\$609	\$25,920	\$648
	30	\$10,350	\$258	\$11,800	\$295	\$13,300	\$332	\$14,750	\$368	\$15,950	\$398	\$17,100	\$427	\$18,300	\$457	\$19,450	\$486
	20	\$6,880	\$172	\$7,860	\$196	\$8,840	\$221	\$9,820	\$245	\$10,600	\$265	\$11,400	\$285	\$12,180	\$304	\$12,960	\$324

ARIZONA LOW INCOME HOUSING TAX CREDIT PROGRAM - IMPUTED INCOMES/ALLOWABLE RENTS

3/20/07

FOR RENTS BASED ON UNIT SIZE (Number of bedrooms: Post 1989 Projects)

(All fractions are rounded down.)

(Figures derived from HUD Median Income Charts effective 3/20/07)

MSA/County	%	Imputed Income								Rent				
		(1 Person)	(2 Persons)	(3 Persons)	(4 Persons)	(5 Persons)	(6 Persons)	(7 Persons)	(8 Persons)	0 Bdrm	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm
Phoenix (Maricopa/Pinal)	60	\$25,260	\$28,860	\$32,460	\$36,060	\$38,940	\$41,820	\$44,700	\$47,580	\$631	\$676	\$811	\$937	\$1,045
	50	\$21,050	\$24,050	\$27,050	\$30,050	\$32,450	\$34,850	\$37,250	\$39,650	\$526	\$563	\$676	\$781	\$871
	40	\$16,840	\$19,240	\$21,640	\$24,040	\$25,960	\$27,880	\$29,800	\$31,720	\$421	\$451	\$541	\$625	\$697
	30	\$12,650	\$14,450	\$16,250	\$18,050	\$19,500	\$20,950	\$22,400	\$23,850	\$316	\$338	\$406	\$469	\$523
	20	\$8,420	\$9,620	\$10,820	\$12,020	\$12,980	\$13,940	\$14,900	\$15,860	\$210	\$225	\$270	\$312	\$348
Tucson (Pima)	60	\$22,020	\$25,140	\$28,320	\$31,440	\$33,960	\$36,480	\$39,000	\$41,520	\$550	\$589	\$708	\$817	\$912
	50	\$18,350	\$20,950	\$23,600	\$26,200	\$28,300	\$30,400	\$32,500	\$34,600	\$458	\$491	\$590	\$681	\$760
	40	\$14,680	\$16,760	\$18,880	\$20,960	\$22,640	\$24,320	\$26,000	\$27,680	\$367	\$393	\$472	\$545	\$608
	30	\$11,000	\$12,550	\$14,150	\$15,700	\$16,950	\$18,200	\$19,450	\$20,700	\$275	\$294	\$353	\$408	\$455
	20	\$7,340	\$8,380	\$9,440	\$10,480	\$11,320	\$12,160	\$13,000	\$13,840	\$183	\$196	\$236	\$272	\$304
Yuma (Yuma)	60	\$17,280	\$19,740	\$22,200	\$24,660	\$26,640	\$28,620	\$30,600	\$32,580	\$432	\$462	\$555	\$641	\$715
	50	\$14,400	\$16,450	\$18,500	\$20,550	\$22,200	\$23,850	\$25,500	\$27,150	\$360	\$385	\$462	\$534	\$596
	40	\$11,520	\$13,160	\$14,800	\$16,440	\$17,760	\$19,080	\$20,400	\$21,720	\$288	\$308	\$370	\$427	\$477
	30	\$8,650	\$9,900	\$11,100	\$12,350	\$13,350	\$14,350	\$15,300	\$16,300	\$216	\$231	\$277	\$321	\$358
	20	\$5,760	\$6,580	\$7,400	\$8,220	\$8,880	\$9,540	\$10,200	\$10,860	\$144	\$154	\$185	\$213	\$238
Apache	60	\$17,220	\$19,680	\$22,140	\$24,600	\$26,520	\$28,500	\$30,480	\$32,460	\$430	\$461	\$553	\$639	\$712
	50	\$14,350	\$16,400	\$18,450	\$20,500	\$22,100	\$23,750	\$25,400	\$27,050	\$358	\$384	\$461	\$532	\$593
	40	\$11,480	\$13,120	\$14,760	\$16,400	\$17,680	\$19,000	\$20,320	\$21,640	\$287	\$307	\$369	\$426	\$475
	30	\$8,600	\$9,850	\$11,050	\$12,300	\$13,300	\$14,250	\$15,250	\$16,250	\$215	\$230	\$276	\$320	\$356
	20	\$5,740	\$6,560	\$7,380	\$8,200	\$8,840	\$9,500	\$10,160	\$10,820	\$143	\$153	\$184	\$213	\$237
Cochise	60	\$18,960	\$21,720	\$24,420	\$27,120	\$29,280	\$31,440	\$33,600	\$35,820	\$474	\$508	\$610	\$705	\$786
	50	\$15,800	\$18,100	\$20,350	\$22,600	\$24,400	\$26,200	\$28,000	\$29,850	\$395	\$423	\$508	\$587	\$655
	40	\$12,640	\$14,480	\$16,280	\$18,080	\$19,520	\$20,960	\$22,400	\$23,880	\$316	\$339	\$407	\$470	\$524
	30	\$9,500	\$10,850	\$12,200	\$13,550	\$14,650	\$15,700	\$16,800	\$17,900	\$237	\$254	\$305	\$352	\$392
	20	\$6,320	\$7,240	\$8,140	\$9,040	\$9,760	\$10,480	\$11,200	\$11,940	\$158	\$169	\$203	\$235	\$262
Coconino	60	\$22,980	\$26,280	\$29,520	\$32,820	\$35,460	\$38,100	\$40,680	\$43,320	\$574	\$615	\$738	\$853	\$952
	50	\$19,150	\$21,900	\$24,600	\$27,350	\$29,550	\$31,750	\$33,900	\$36,100	\$478	\$513	\$615	\$711	\$793
	40	\$15,320	\$17,520	\$19,680	\$21,880	\$23,640	\$25,400	\$27,120	\$28,880	\$383	\$410	\$492	\$569	\$635
	30	\$11,500	\$13,100	\$14,750	\$16,400	\$17,700	\$19,000	\$20,350	\$21,650	\$287	\$307	\$368	\$426	\$475
	20	\$7,660	\$8,760	\$9,840	\$10,940	\$11,820	\$12,700	\$13,560	\$14,440	\$191	\$205	\$246	\$284	\$317
Gila	60	\$17,940	\$20,520	\$23,040	\$25,620	\$27,660	\$29,700	\$31,740	\$33,840	\$448	\$480	\$576	\$666	\$742
	50	\$14,950	\$17,100	\$19,200	\$21,350	\$23,050	\$24,750	\$26,450	\$28,200	\$373	\$400	\$480	\$555	\$618
	40	\$11,960	\$13,680	\$15,360	\$17,080	\$18,440	\$19,800	\$21,160	\$22,560	\$299	\$320	\$384	\$444	\$495
	30	\$8,950	\$10,250	\$11,500	\$12,800	\$13,800	\$14,850	\$15,850	\$16,900	\$223	\$240	\$287	\$332	\$371
	20	\$5,980	\$6,840	\$7,680	\$8,540	\$9,220	\$9,900	\$10,580	\$11,280	\$149	\$160	\$192	\$222	\$247

ARIZONA LOW INCOME HOUSING TAX CREDIT PROGRAM - IMPUTED INCOMES/ALLOWABLE RENTS

3/20/07

FOR RENTS BASED ON UNIT SIZE (Number of bedrooms: Post 1989 Projects)

(All fractions are rounded down.)

(Figures derived from HUD Median Income Charts effective 3/20/07)

MSA/County	%	(1 Person) (2 Persons) (3 Persons) (4 Persons) (5 Persons) (6 Persons) (7 Persons) (8 Persons)								0 Bdrm	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm
		Rent	Rent	Rent	Rent	Rent	Rent	Rent	Rent	Rent	Rent	Rent	Rent	
Graham	60	\$17,220	\$19,680	\$22,140	\$24,600	\$26,520	\$28,500	\$30,480	\$32,460	\$430	\$461	\$553	\$639	\$712
	50	\$14,350	\$16,400	\$18,450	\$20,500	\$22,100	\$23,750	\$25,400	\$27,050	\$358	\$384	\$461	\$532	\$593
	40	\$11,480	\$13,120	\$14,760	\$16,400	\$17,680	\$19,000	\$20,320	\$21,640	\$287	\$307	\$369	\$426	\$475
	30	\$8,600	\$9,850	\$11,050	\$12,300	\$13,300	\$14,250	\$15,250	\$16,250	\$215	\$230	\$276	\$320	\$356
	20	\$5,740	\$6,560	\$7,380	\$8,200	\$8,840	\$9,500	\$10,160	\$10,820	\$143	\$153	\$184	\$213	\$237
Greenlee	60	\$21,480	\$24,540	\$27,600	\$30,660	\$33,120	\$35,580	\$38,040	\$40,500	\$537	\$575	\$690	\$797	\$889
	50	\$17,900	\$20,450	\$23,000	\$25,550	\$27,600	\$29,650	\$31,700	\$33,750	\$447	\$479	\$575	\$664	\$741
	40	\$14,320	\$16,360	\$18,400	\$20,440	\$22,080	\$23,720	\$25,360	\$27,000	\$358	\$383	\$460	\$531	\$593
	30	\$10,750	\$12,300	\$13,800	\$15,350	\$16,600	\$17,800	\$19,050	\$20,250	\$268	\$288	\$345	\$399	\$445
	20	\$7,160	\$8,180	\$9,200	\$10,220	\$11,040	\$11,860	\$12,680	\$13,500	\$179	\$191	\$230	\$265	\$296
La Paz	60	\$17,220	\$19,680	\$22,140	\$24,600	\$26,520	\$28,500	\$30,480	\$32,460	\$430	\$461	\$553	\$639	\$712
	50	\$14,350	\$16,400	\$18,450	\$20,500	\$22,100	\$23,750	\$25,400	\$27,050	\$358	\$384	\$461	\$532	\$593
	40	\$11,480	\$13,120	\$14,760	\$16,400	\$17,680	\$19,000	\$20,320	\$21,640	\$287	\$307	\$369	\$426	\$475
	30	\$8,600	\$9,850	\$11,050	\$12,300	\$13,300	\$14,250	\$15,250	\$16,250	\$215	\$230	\$276	\$320	\$356
	20	\$5,740	\$6,560	\$7,380	\$8,200	\$8,840	\$9,500	\$10,160	\$10,820	\$143	\$153	\$184	\$213	\$237
Mohave	60	\$24,780	\$28,320	\$31,860	\$35,460	\$38,280	\$41,100	\$43,920	\$46,740	\$619	\$663	\$796	\$921	\$1,027
	50	\$20,650	\$23,600	\$26,550	\$29,550	\$31,900	\$34,250	\$36,600	\$38,950	\$516	\$553	\$663	\$768	\$856
	40	\$16,520	\$18,880	\$21,240	\$23,640	\$25,520	\$27,400	\$29,280	\$31,160	\$413	\$442	\$531	\$614	\$685
	30	\$12,450	\$14,200	\$16,000	\$17,750	\$19,150	\$20,600	\$22,000	\$23,450	\$311	\$333	\$400	\$461	\$515
	20	\$8,260	\$9,440	\$10,620	\$11,820	\$12,760	\$13,700	\$14,640	\$15,580	\$206	\$221	\$265	\$307	\$342
Navajo	60	\$17,220	\$19,680	\$22,140	\$24,600	\$26,520	\$28,500	\$30,480	\$32,460	\$430	\$461	\$553	\$639	\$712
	50	\$14,350	\$16,400	\$18,450	\$20,500	\$22,100	\$23,750	\$25,400	\$27,050	\$358	\$384	\$461	\$532	\$593
	40	\$11,480	\$13,120	\$14,760	\$16,400	\$17,680	\$19,000	\$20,320	\$21,640	\$287	\$307	\$369	\$426	\$475
	30	\$8,600	\$9,850	\$11,050	\$12,300	\$13,300	\$14,250	\$15,250	\$16,250	\$215	\$230	\$276	\$320	\$356
	20	\$5,740	\$6,560	\$7,380	\$8,200	\$8,840	\$9,500	\$10,160	\$10,820	\$143	\$153	\$184	\$213	\$237
Santa Cruz	60	\$18,480	\$21,120	\$23,760	\$26,400	\$28,500	\$30,600	\$32,760	\$34,860	\$462	\$495	\$594	\$686	\$765
	50	\$15,400	\$17,600	\$19,800	\$22,000	\$23,750	\$25,500	\$27,300	\$29,050	\$385	\$412	\$495	\$571	\$637
	40	\$12,320	\$14,080	\$15,840	\$17,600	\$19,000	\$20,400	\$21,840	\$23,240	\$308	\$330	\$396	\$457	\$510
	30	\$9,250	\$10,550	\$11,900	\$13,200	\$14,250	\$15,300	\$16,350	\$17,400	\$231	\$247	\$297	\$343	\$382
	20	\$6,160	\$7,040	\$7,920	\$8,800	\$9,500	\$10,200	\$10,920	\$11,620	\$154	\$165	\$198	\$228	\$255
Yavapai	60	\$20,640	\$23,580	\$26,520	\$29,460	\$31,800	\$34,200	\$36,540	\$38,880	\$516	\$552	\$663	\$765	\$855
	50	\$17,200	\$19,650	\$22,100	\$24,550	\$26,500	\$28,500	\$30,450	\$32,400	\$430	\$460	\$552	\$638	\$712
	40	\$13,760	\$15,720	\$17,680	\$19,640	\$21,200	\$22,800	\$24,360	\$25,920	\$344	\$368	\$442	\$510	\$570
	30	\$10,350	\$11,800	\$13,300	\$14,750	\$15,950	\$17,100	\$18,300	\$19,450	\$258	\$276	\$332	\$383	\$427
	20	\$6,880	\$7,860	\$8,840	\$9,820	\$10,600	\$11,400	\$12,180	\$12,960	\$172	\$184	\$221	\$255	\$285



## Arizona Department of Housing 2007 Information Bulletin

**REGARDING PROGRAMS:** Community Revitalization

**REGARDING FUNDING SOURCES:** Community Development Block Grant (CDBG)

### INFORMATION BULLETIN No. 03-07

**ISSUED:** March 23, 2007

**RE:** CDBG Allocation by COG Region in compliance with  
Third Program Year Annual Action Plan FY 2007-2008

In compliance with the State of Arizona Consolidated Plan, FY 2005-2009, the state must include a description of its methods of distributing funds to local governments to carry out activities using funds expected to be received during the program year under the formula allocations. For the Federal Funding Year 2008, the COG allocation is as follows:

CDBG Allocation by COG Region	Allocation Amount	Allocation Percentage
NACOG	\$2,236,940	22.88%
WACOG	\$2,886,584	29.53%
CAAG	\$2,326,526	23.80%
SEAGO	\$2,324,780	23.78%
Total Allocation to Rural COGs	\$9,774,831	

**CONTACT:** Charlotte D. Grant-Cobb, PhD, Assistant Deputy Director, Programs, (602) 771-1000.



**PLEASE NOTE:  
NEW PHYSICAL ADDRESS  
EFFECTIVE APRIL 2, 2007**

### Arizona Department of Housing

1110 W. Washington, Suite 310 • Phoenix, AZ 85007

Telephone (602) 771-1000 • Facsimile (602) 771-1002 • TDY (602) 771-1001

[www.housingaz.com](http://www.housingaz.com)





## Arizona Department of Housing 2007 Information Bulletin

**REGARDING PROGRAMS: STATE HOUSING FUND (SHF)**

**REGARDING FUNDING SOURCES: HOME and Housing Trust Fund**

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### **INFORMATION BULLETIN No. 04-07**

**ISSUED: April 19, 2007**

**RE: REVISED STATE HOUSING FUND PROGRAM  
HOME AND HOUSING TRUST FUND RENT AND INCOME LIMITS  
EFFECTIVE APRIL 28, 2007**

Attached are the revised 2007 rent and income limits for the State Housing Fund Program. These rates are effective April 28, 2007. The tables are also available for download at our website, [www.housingaz.com](http://www.housingaz.com).



**PLEASE NOTE:  
NEW PHYSICAL ADDRESS  
EFFECTIVE APRIL 2, 2007**

### **Arizona Department of Housing**

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# PROGRAM RENT LIMITS

## ARIZONA COUNTIES 2007

## State of Arizona -- State Housing Fund Program HOME and Housing Trust Fund Program Rent Limits

### EFFICIENCY 1 BEDROOM 2 BEDROOM 3 BEDROOM 4 BEDROOM 5 BEDROOM 6 BEDROOM

<b>Flagstaff, AZ Coconino County</b>	LOW HOME RENT	478	513	615	711	793	875	957
	HIGH HOME RENT	603	647	778	890	974	1056	1138
For information only:	FMR	699	831	939	1208	1523	1751	1980
	50 Rent Limit	478	513	615	711	793	875	957
	65 Rent Limit	603	647	778	890	974	1056	1138
<b>: Mohave County</b>	LOW HOME RENT	516	553	663	768	856	944	1034
	HIGH HOME RENT	527	580	676	935	1043	1147	1238
For information only:	FMR	527	580	676	935	1043	1199	1356
	50 Rent Limit	516	553	663	768	856	944	1034
	65 Rent Limit	653	701	842	965	1056	1147	1238
<b>Phoenix, AZ Maricopa/Pinal Counties</b>	LOW HOME RENT	526	563	676	781	871	961	1051
	HIGH HOME RENT	553	648	782	981	1075	1167	1261
For information only:	FMR	553	648	782	1139	1359	1563	1767
	50 Rent Limit	526	563	676	781	871	961	1051
	65 Rent Limit	664	713	857	981	1075	1167	1261
<b>Tucson, AZ Pima County</b>	LOW HOME RENT	458	491	590	681	760	838	917
	HIGH HOME RENT	503	591	744	851	930	1007	1086
For information only:	FMR	503	591	772	1114	1251	1439	1626
	50 Rent Limit	458	491	590	681	760	838	917
	65 Rent Limit	576	619	744	851	930	1007	1086
<b>Yuma, AZ Yuma County</b>	LOW HOME RENT	360	385	462	534	596	658	719
	HIGH HOME RENT	448	481	579	660	716	772	829
For information only:	FMR	493	582	695	986	1208	1389	1570
	50 Rent Limit	360	385	462	534	596	658	719
	65 Rent Limit	448	481	579	660	716	772	829
<b>: Apache County</b>	LOW HOME RENT	358	384	461	532	593	655	717
	HIGH HOME RENT	361	442	522	659	715	771	827
For information only:	FMR	361	442	522	724	918	1056	1193
	50 Rent Limit	358	384	461	532	593	655	717
	65 Rent Limit	446	479	578	659	715	771	827

**PROGRAM RENT LIMITS**

**ARIZONA COUNTIES  
2007**

**State of Arizona -- State Housing Fund Program  
HOME and Housing Trust Fund Program Rent Limits**

		<b>EFFICIENCY 1</b>	<b>BEDROOM 2</b>	<b>BEDROOM 3</b>	<b>BEDROOM 4</b>	<b>BEDROOM 5</b>	<b>BEDROOM 6</b>	<b>BEDROOM</b>	
<b>: Cochise County</b>		LOW HOME RENT	395	423	508	587	655	723	791
		HIGH HOME RENT	424	492	617	730	795	859	923
For information only:	FMR	424	492	617	852	1047	1204	1361	
	50 Rent Limit	395	423	508	587	655	723	791	
	65 Rent Limit	495	531	639	730	795	859	923	
<b>: Gila County</b>		LOW HOME RENT	373	400	480	555	618	683	747
		HIGH HOME RENT	463	501	603	687	748	806	865
For information only:	FMR	463	542	713	979	1008	1159	1310	
	50 Rent Limit	373	400	480	555	618	683	747	
	65 Rent Limit	466	501	603	687	748	806	865	
<b>: Graham County</b>		LOW HOME RENT	358	384	461	532	593	655	717
		HIGH HOME RENT	446	479	578	659	715	771	827
For information only:	FMR	482	520	582	804	925	1064	1203	
	50 Rent Limit	358	384	461	532	593	655	717	
	65 Rent Limit	446	479	578	659	715	771	827	
<b>: Greenlee County</b>		LOW HOME RENT	441	479	575	664	741	818	894
		HIGH HOME RENT	441	490	615	829	905	980	1056
For information only:	FMR	441	490	615	845	956	1099	1243	
	50 Rent Limit	447	479	575	664	741	818	894	
	65 Rent Limit	561	603	726	829	905	980	1056	
<b>: La Paz County</b>		LOW HOME RENT	358	384	461	532	593	655	717
		HIGH HOME RENT	446	479	578	659	715	771	827
For information only:	FMR	493	494	592	838	863	992	1122	
	50 Rent Limit	358	384	461	532	593	655	717	
	65 Rent Limit	446	479	578	659	715	771	827	
<b>: Navajo County</b>		LOW HOME RENT	358	384	461	532	593	655	717
		HIGH HOME RENT	432	462	578	659	715	771	827
For information only:	FMR	432	462	610	822	974	1120	1266	
	50 Rent Limit	358	384	461	532	593	655	717	
	65 Rent Limit	446	479	578	659	715	771	827	

**PROGRAM RENT LIMITS**

**ARIZONA COUNTIES  
2007**

**State of Arizona -- State Housing Fund Program  
HOME and Housing Trust Fund Program Rent Limits**

		<b>EFFICIENCY</b>	<b>1</b>	<b>BEDROOM</b>	<b>2</b>	<b>BEDROOM</b>	<b>3</b>	<b>BEDROOM</b>	<b>4</b>	<b>BEDROOM</b>	<b>5</b>	<b>BEDROOM</b>	<b>6</b>	<b>BEDROOM</b>
<b>: Santa Cruz County</b>		LOW HOME RENT	385	412	495	571	637	704	770					
		HIGH HOME RENT	480	509	622	710	773	833	895					
For information only:		FMR	508	509	645	940	968	1113	1258					
		50 Rent Limit	385	412	495	571	637	704	770					
		65 Rent Limit	480	516	622	710	773	833	895					
<b>Prescott, AZ Yavapai County</b>		LOW HOME RENT	430	460	552	638	712	785	859					
		HIGH HOME RENT	539	578	696	795	868	939	1011					
For information only:		FMR	571	589	744	1084	1117	1285	1452					
		50 Rent Limit	430	460	552	638	712	785	859					
		65 Rent Limit	539	578	696	795	868	939	1011					

**ARIZONA INCOME LIMITS**

**ARIZONA COUNTIES  
2007**

**State of Arizona -- State Housing Fund Program  
HOME and Housing Trust Fund Program Income Limits**

			<b>1 PERSON</b>	<b>2 PERSON</b>	<b>3 PERSON</b>	<b>4 PERSON</b>	<b>5 PERSON</b>	<b>6 PERSON</b>	<b>7 PERSON</b>	<b>8 PERSON +</b>
<b>Flagstaff, AZ Coconino County</b>	30%		<b>11500</b>	<b>13100</b>	<b>14750</b>	<b>16400</b>	<b>17700</b>	<b>19000</b>	<b>20350</b>	<b>21650</b>
	MEDIAN HOUSEHOLD	50% (Very Low-Income)	19150	21900	24600	27350	29550	31750	33900	36100
	INCOME: 53,500	60%	22980	26280	29520	32820	35460	38100	40680	43320
		80% (Low-Income)	30650	35000	39400	43750	47250	50750	54250	57750
<b>-----</b>										
<b>: Mohave County</b>	30%		<b>12450</b>	<b>14200</b>	<b>16000</b>	<b>17750</b>	<b>19150</b>	<b>20600</b>	<b>22000</b>	<b>23450</b>
	MEDIAN HOUSEHOLD	50% (Very Low-Income)	20650	23600	26550	29550	31900	34250	36600	38950
	INCOME: 44,100	60%	24780	28320	31860	35460	38280	41100	43920	46740
		80% (Low-Income)	33100	37850	42550	47300	51100	54850	58650	62450
<b>-----</b>										
<b>Phoenix, AZ Maricopa/Pinal Counties</b>	30%		<b>12650</b>	<b>14450</b>	<b>16250</b>	<b>18050</b>	<b>19500</b>	<b>20950</b>	<b>22400</b>	<b>23850</b>
	MEDIAN HOUSEHOLD	50% (Very Low-Income)	21050	24050	27050	30050	32450	34850	37250	39650
	INCOME: 59,100	60%	25260	28860	32460	36060	38940	41820	44700	47580
		80% (Low-Income)	33650	38500	43300	48100	51950	55800	59650	63500
<b>-----</b>										
<b>Tucson, AZ Pima County</b>	30%		<b>11000</b>	<b>12550</b>	<b>14150</b>	<b>15700</b>	<b>16950</b>	<b>18200</b>	<b>19450</b>	<b>20700</b>
	MEDIAN HOUSEHOLD	50% (Very Low-Income)	18350	20950	23600	26200	28300	30400	32500	34600
	INCOME: 52,400	60%	22020	25140	28320	31440	33960	36480	39000	41520
		80% (Low-Income)	29350	33500	37700	41900	45250	48600	51950	55300
<b>-----</b>										
<b>Yuma, AZ Yuma County</b>	30%		<b>8650</b>	<b>9900</b>	<b>11100</b>	<b>12350</b>	<b>13350</b>	<b>14350</b>	<b>15300</b>	<b>16300</b>
	MEDIAN HOUSEHOLD	50% (Very Low-Income)	14400	16450	18500	20550	22200	23850	25500	27150
	INCOME: 40,700	60%	17280	19740	22200	24660	26640	28620	30600	32580
		80% (Low-Income)	23050	26300	29600	32900	35550	38150	40800	43450
<b>-----</b>										
<b>: Apache County</b>	30%		<b>8600</b>	<b>9850</b>	<b>11050</b>	<b>12300</b>	<b>13300</b>	<b>14250</b>	<b>15250</b>	<b>16250</b>
	MEDIAN HOUSEHOLD	50% (Very Low-Income)	14350	16400	18450	20500	22100	23750	25400	27050
	INCOME: 30,100	60%	17220	19680	22140	24600	26520	28500	30480	32460
		80% (Low-Income)	22950	26250	29500	32800	35400	38050	40650	43300
<b>-----</b>										
<b>: Cochise County</b>	30%		<b>9500</b>	<b>10850</b>	<b>12200</b>	<b>13550</b>	<b>14650</b>	<b>15700</b>	<b>16800</b>	<b>17900</b>
	MEDIAN HOUSEHOLD	50% (Very Low-Income)	15800	18100	20350	22600	24400	26200	28000	29850
	INCOME: 44,900	60%	18960	21720	24420	27120	29280	31440	33600	35820
		80% (Low-Income)	25300	28900	32550	36150	39050	41950	44850	47700
<b>-----</b>										
<b>: Gila County</b>	30%		<b>8950</b>	<b>10250</b>	<b>11500</b>	<b>12800</b>	<b>13800</b>	<b>14850</b>	<b>15850</b>	<b>16900</b>
	MEDIAN HOUSEHOLD	50% (Very Low-Income)	14950	17100	19200	21350	23050	24750	26450	28200
	INCOME: 42,300	60%	17940	20520	23040	25620	27660	29700	31740	33840
		80% (Low-Income)	23900	27300	30750	34150	36900	39600	42350	45100

**ARIZONA INCOME LIMITS**

**ARIZONA COUNTIES  
2007**

**State of Arizona -- State Housing Fund Program  
HOME and Housing Trust Fund Program Income Limits**

		<b>1 PERSON</b>	<b>2 PERSON</b>	<b>3 PERSON</b>	<b>4 PERSON</b>	<b>5 PERSON</b>	<b>6 PERSON</b>	<b>7 PERSON</b>	<b>8 PERSON +</b>	
<b>: Graham County</b>		<b>30%</b>	<b>8600</b>	<b>9850</b>	<b>11050</b>	<b>12300</b>	<b>13300</b>	<b>14250</b>	<b>15250</b>	<b>16250</b>
MEDIAN HOUSEHOLD	50% (Very Low-Income)	14350	16400	18450	20500	22100	23750	25400	27050	
INCOME: 40,900	60%	17220	19680	22140	24600	26520	28500	30480	32460	
	80% (Low-Income)	22950	26250	29500	32800	35400	38050	40650	43300	
<b>: Greenlee County</b>		<b>30%</b>	<b>10750</b>	<b>12300</b>	<b>13800</b>	<b>15350</b>	<b>16600</b>	<b>17800</b>	<b>19050</b>	<b>20250</b>
MEDIAN HOUSEHOLD	50% (Very Low-Income)	17900	20450	23000	25550	27600	29650	31700	33750	
INCOME: 50,400	60%	21480	24540	27600	30660	33120	35580	38040	40500	
	80% (Low-Income)	28650	32700	36800	40900	44150	47450	50700	54000	
<b>: La Paz County</b>		<b>30%</b>	<b>8600</b>	<b>9850</b>	<b>11050</b>	<b>12300</b>	<b>13300</b>	<b>14250</b>	<b>15250</b>	<b>16250</b>
MEDIAN HOUSEHOLD	50% (Very Low-Income)	14350	16400	18450	20500	22100	23750	25400	27050	
INCOME: 33,500	60%	17220	19680	22140	24600	26520	28500	30480	32460	
	80% (Low-Income)	22950	26250	29500	32800	35400	38050	40650	43300	
<b>: Navajo County</b>		<b>30%</b>	<b>8600</b>	<b>9850</b>	<b>11050</b>	<b>12300</b>	<b>13300</b>	<b>14250</b>	<b>15250</b>	<b>16250</b>
MEDIAN HOUSEHOLD	50% (Very Low-Income)	14350	16400	18450	20500	22100	23750	25400	27050	
INCOME: 37,000	60%	17220	19680	22140	24600	26520	28500	30480	32460	
	80% (Low-Income)	22950	26250	29500	32800	35400	38050	40650	43300	
<b>: Santa Cruz County</b>		<b>30%</b>	<b>9250</b>	<b>10550</b>	<b>11900</b>	<b>13200</b>	<b>14250</b>	<b>15300</b>	<b>16350</b>	<b>17400</b>
MEDIAN HOUSEHOLD	50% (Very Low-Income)	15400	17600	19800	22000	23750	25500	27300	29050	
INCOME: 37,100	60%	18480	21120	23760	26400	28500	30600	32760	34860	
	80% (Low-Income)	24650	28150	31700	35200	38000	40850	43650	46450	
<b>Prescott,AZ: Yavapai County</b>		<b>30%</b>	<b>10350</b>	<b>11800</b>	<b>13300</b>	<b>14750</b>	<b>15950</b>	<b>17100</b>	<b>18300</b>	<b>19450</b>
MEDIAN HOUSEHOLD	50% (Very Low-Income)	17200	19650	22100	24550	26500	28500	30450	32400	
INCOME: 49,100	60%	20640	23580	26520	29460	31800	34200	36540	38880	
	80% (Low-Income)	27500	31450	35350	39300	42450	45600	48750	51900	



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# The Arizona Department of Housing 2007 Information Bulletin

**REGARDING PROGRAMS: Revitalization**

**REGARDING FUNDING SOURCES: CDBG**

**INFORMATION BULLETIN No. 05-07**

**ISSUED: April 30, 2007**

**RE: Notice of Funding Availability for CDBG  
State Special Projects Competitive Funding**

## **NOTICE OF FUNDING AVAILABILITY**

For FY 2007, the Arizona Department of Housing (ADOH) expects to allocate approximately \$1.7 million in Arizona Community Development Block Grant (CDBG) Program funds to State Special Projects (SSP). The FY 2007 SSP funds will be distributed in one competitive funding round and the application submission deadline is June 1, 2007 at 5 p.m.

The Application Process for the SSP funding allocation is located in the 2006 Application Handbook. If you are interested in applying for funds, please review the application guidelines in the 2006 Application Handbook from the ADOH CDBG program. The 2006 Application Handbook and SSP Rating Tool can be obtained from the ADOH website at: <http://www.housingaz.com/Forms&Handbooks>. The Rating Tool is also attached to this bulletin.

## **CHANGES FROM FY2005**

As in FY2006, the FY 2007 funding cycle and application process will be significantly different than the 2005 funding round. Changes are highlighted below. For more detailed information on these changes, applicants may contact a Revitalization Program Specialist.

### **Program**

Project time frames were lengthened to reflect individual project schedules; but generally not more than 24 months.

### **Application**

The application process encourages applicants to submit more extensive information than in past years. To ensure a competitive application, all applicants should submit the following:

- Data showing the poverty level in the community or target area by census tract;
- Extensive public participation information, including Council meeting minutes, projects discussed, and any other relevant public participation information;

- Budgets that have been carefully considered to maximize the potential of CDBG funds;
- Documentation of the administering agency's qualifications to manage the activity;
- A timeline or schedule showing at least the project's likely start date and finish date; and
- Information on attempts to secure other or additional funding, and a report on which were successful.

Please review the rating and ranking sheet to ensure that you have supplied all relevant information under each criterion so that you will obtain the maximum points available to your type of project.

### **Application Rating**

The rating system which was put in place for the FY2006 SSP allocation was significantly expanded from FY 2005. There are no significant changes in the FY2007 rating system. The goals of the rating system are as follows:

- Ensure fairness in competition for the grants;
- Increase the objectivity of the reviews;
- Create a 100-point scale;
- Encourage communities to target their poorest areas; and
- Provide grantees with more information on how to write a competitive application.

The application rating system places additional emphasis on targeting the most impoverished areas and low-moderate income communities, justifies the need for the activity, past performance, and cost effectiveness. There are seven broad categories in the rating system and each contains multiple topics. The rating section on activity need and justification is specific to the type of activity proposed, allowing for a more complete analysis.

The full rating system, without specific point values, is attached to this notice. In general, applications scoring maximum points will contain the following aspects:

- An activity that benefits low- and moderate-income individuals, and in particular, an activity that benefits many people at or below poverty level;
- An activity that meets needs identified in both the public participation process and in the General Plan or other local planning document;
- An activity that has a significant and lasting impact on an identified problem;
- A well-documented and justified need for the activity;
- Reasonable cost estimates with supporting documentation;
- An administering agency with the staff and skill to carry out the proposed activity;
- An administering agency with an excellent record of proper program management; and
- Documented success in efforts to obtain funding from other sources.

### **APPLICATION TIMELINE**

The following is a listing of key dates in the application and funding process:

NOFA release:	April 30, 2007
2006 Application Handbook release:	November 1, 2005
Application Deadline:	June 1, 2007 at 5:00 p.m.

## **APPLICATION SUBMITTAL**

All communities eligible to receive funding from the State CDBG program are eligible to apply for SSP funds. Each community is encouraged to submit one application. A community may submit multiple applications if the applications are prioritized. All first priority applications will be reviewed first, and subsequently prioritized applications will be reviewed if sufficient funding is available.

Applications are due to ADOH on **Friday, June 1, 2007 by 5:00 p.m.** Applications will be considered received if one of the following indicates a date and time no later than the application due date:

- U.S. Post Office postmark;
- Fed Ex, UPS, etc. delivery documents; and
- Department staff documentation of receipt.

Applications may not be submitted via e-mail or fax. Applications may be delivered or mailed to:

Arizona Department of Housing  
Attn: CDBG Application SSP Account  
1110 W. Washington, Suite 310  
Phoenix, AZ 85007

## **STATE SPECIAL PROJECTS INFORMATION**

### **Eligible Applicants**

Consistent with federal law, eligible applicants for the State CDBG Program are:

- All incorporated cities and towns, except those located in Maricopa and Pima Counties and excluding the cities of Flagstaff, Prescott and Yuma.
- All of Arizona's counties except Maricopa and Pima Counties.

### **Eligible Activities**

Any eligible CDBG activity can be undertaken with State Special Projects (SSP) Account. Common activities awarded SSP funds are housing rehabilitation, equipment purchases, public facility construction or improvements, and infrastructure improvements.

A detailed explanation of eligible activities, complete with a list of eligible and ineligible activities, is available in the 2006 Application Handbook. Applicants unsure of an activity's eligibility are encouraged to contact ADOH staff to discuss the project.

Eligible activities must be ready to begin implementation within 30 days of funding, and must anticipate completion within the self-determined and approved contract timeframe, generally not to exceed 24 months.



### **Threshold Issues and Application Requirements**

To qualify for funding under this notice, applicants must submit the following items in addition to all elements required by the 2006 CDBG Application Handbook. Applications that are not complete and do not contain the following items will be rejected.

For all applications:

- Approved environmental review documents, including Authority to Use Grant Funds issued by ADOH;
- Proof of land/property control, with documentation of ownership;
- Planning/design/specifications (for non-engineered projects only);
- Final engineering design drawings, signed/certified;
- Acquired permits (i.e. zoning approval, Army Corps permit);
- Detailed cost estimates; and
- Proof that any other related upfront issues are resolved.

For equipment purchase and public works:

- Completed and detailed specifications for the items to be purchased, complete plans and specifications for construction approved by local government and/or construction to be completed are included;
- List of qualified bidders selected for solicitation and statement certifying that the local government will select vendors through a competitive procurement process compliant with CDBG guidelines;
- Final engineering design drawings, signed and certified, are included;
- If an infrastructure project, the community has site control;
- All applicable permits (e.g. zoning, building, Army Corps of Engineers) have been secured or letters stating likely approval from the appropriate bodies are included; and
- A detailed cost estimate, including any administrative costs is provided.

For owner-occupied housing or rental rehabilitation:

- A letter certifying that a waiting list of income-qualified homeowners/tenants exists to support need;
- A letter certifying that work orders and specifications have been completed for all houses to be rehabilitated;
- Pre-approved and adopted housing rehabilitation guidelines that include documentation of ADOH approval;
- For owner-occupied rehab, the current resident has site control. If rental rehab, the landlord has site control; and
- Agreement between the landlord and the local government to rent a certain percentage of units to L/M income households (rental rehabilitation only).

For homeownership assistance:

- A letter certifying that a list of income-qualified applicants exists to support need;
- Documentation demonstrating that a home lot has been selected and that all other financing has been approved for the specific persons to be assisted; and
- Pre-approved and adopted home ownership assistance guidelines that include documentation of ADOH approval.

For new construction of housing:

- Proof that the proposed developer has developed at least one successful and similar project;
- The applicant or the proposed developer currently has site control; and
- A description of the planning and design for the project, along with detailed architectural drawings and floor plans, is included.

For public services:

- Comprehensive scope of work; and
- Information qualifying the agency to carry out the type of public service to be provided, or if the service provision is to be bid out, a list of qualified consultants.

For Public or Commercial Facilities-New Construction (Public Facilities only) and Renovation

- Complete construction plans with detailed drawings of the final product are included;
- Documentation demonstrating that the applicant owns the land in question with no restrictive agreements is included. If commercial rehab, a deed must be included to demonstrate that the assisted owns the property; and
- All applicable permits (e.g. zoning, building, Army Corps of Engineers) have been secured or letters stating likely approval from the appropriate bodies are included.

Economic Development Assistance

- A list of qualified business owners to be assisted is included; and
- A qualified agency able to conduct or provide the public service is identified; or if the project will be bid out, a list of qualified consultants is included.

### **Public Participation**

ADOH encourages each community to combine SSP projects with Regional Account Projects in the public participation and publication process to avoid the need for additional publications and hearings.

### **Selection of Project Awards**

Projects will be selected for SSP funding by a competitive process through which applications are scored. The highest scoring applications within each priority category will be awarded prior to awarding projects in subsequent priority categories. Scored applications will be kept on file for one year and the next highest scoring applications will be funded if funding becomes available through recapture or de-obligated CDBG funds. The SSP Rating Tool is attached to this bulletin and can be obtained from the ADOH website at: [www.housingaz.com/Forms & Handbooks](http://www.housingaz.com/Forms & Handbooks).

### **Contract Terms**

Contract time frames will not be restricted. Contracts entered into between successful applicants and ADOH will contain schedules reflective of the reasonable amount of time that will be required to undertake the proposed activity. In general projects should be complete within 24 months. The successful applicant must return contract documents with Mayor's/Board Chair's signature within ten days of their receipt. Contracts not returned within the specified time period will be terminated and funds will be reassigned to the next community.

**Maximum Grant Amount**

The maximum grant available under this notice is \$300,000. Funds unexpended at contract termination shall be returned to ADOH.

**Selection Notification**

ADOH anticipates notifying all applicants within 60 days of receiving the application as to whether they will be funded or not. Applicants approved for funding must be prepared to initiate projects within 30 days of notification.

Upon request, both funded and unfunded applicants will have the opportunity to review their application's scoring with ADOH staff, in order to increase their competitiveness in subsequent application and funding processes.

**Arizona Department of Housing**

1110 W. Washington, Suite 310

Phoenix, AZ 85007

Telephone (602) 771-1000 Facsimile (602) 771-1002 TDY (602) 771-1001

[www.housingaz.com](http://www.housingaz.com)



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## Arizona Department of Housing 2007 Information Bulletin

REGARDING PROGRAMS: Technical Assistance

REGARDING FUNDING SOURCES: Housing Trust Fund

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**INFORMATION BULLETIN No 07-07**

**Issued: July 11, 2007**

**RE: The Drachman Institute Technical Assistance**

This is electronic Information Bulletin No. 07-07, designed to provide important information to communities, contractors, recipients, etc. receiving funding through the Arizona Department of Housing. If you haven't already done so, please email us at [programs@housingaz.com](mailto:programs@housingaz.com) and let us know if you wish to be placed on or removed from the emailing list.

### **The Drachman Institute Technical Assistance Grant**

The Arizona Department of Housing is once again partnering with the University of Arizona's Drachman Institute on a project that will allow Drachman Institute to providing housing needs assessments, strategic plans, housing design, workshop participation, training and consultation services, as well as participation in the annual Affordable Housing Institute and the Governor's Housing Forum. In FY2008, Drachman Institute will work with six communities or nonprofits to provide some of the above referenced services for specific projects. ADOH will be issuing a notice on a selection process for participating projects shortly. For more information on this opportunity contact Karia Basta at (602) 771-1000 or [kariab@housingaz.com](mailto:kariab@housingaz.com).

An application including instructions is attached to this Bulletin. Applications will be accepted beginning July 15, 2007.

### **Arizona Department of Housing**

1110 W. Washington Avenue, Suite 310

Phoenix, AZ 85007

Telephone (602) 771-1000 Facsimile (602) 771-1002 TDY (602) 771-1001

[www.housingaz.com](http://www.housingaz.com)

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# Arizona Department of Housing

## Application for Services from The Drachman Institute

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State of Arizona

### **Arizona Department of Housing**

1110 West Washington Street, Suite 310

Phoenix, Arizona 85007

Telephone: (602) 771-1000

Facsimile: (602) 771-1002

TTY: (602) 771-1001

**Arizona Department of Housing –  
Application for the services of The Drachman Institute**

This application is to be used to apply for technical assistance services provided by The Drachman Institute made possible by a grant from Arizona Department of Housing during State FY 2008 (from July 1, 2007 through June 30, 2008). Drachman's services are intended to provide our customers with assistance in planning and developing affordable housing for low and moderate income families. Other requirements apply – see pages 4-6.

This Drachman service contract is administered through the Arizona Department of Housing (ADOH). Questions regarding this application should be referred to Karia Basta at 602- 771-1085.

*Title II of the Americans with Disabilities Act prohibits discrimination on the basis of disability in the programs of a public agency. Individuals with disabilities who need the information contained in this publication in an alternate format may contact Joy Johnson at (602) 771-1026 or our TTY number, (602) 771-1001 to make their needs known. Requests should be made as soon as possible to allow sufficient time to arrange for the accommodation.*

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## APPLICATION INSTRUCTIONS

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The Roy P. Drachman Institute, a public service/community outreach arm of the College of Architecture and Landscape Architecture (CALA) of The University of Arizona, is offering its skills and knowledge in architecture, planning, landscape architecture, and urban design to projects that benefit low and moderate income individuals and/or communities. This application is for cities, towns, counties, tribal governments, and non profits that meet the selection criteria. Funding for planning and design assistance under this application is provided by the Arizona Department of Housing's Housing Trust Fund.

**All housing projects/programs must be designed to benefit low-income households at or below 80% of the area median income.**

The work of the Drachman Institute targets the development of demographically diverse neighborhoods, rich in environmental amenities and built from good-quality, well-designed, regionally-appropriate housing that conserves land, energy, and water. It is their contention that the cornerstone of this work is to have good quality and innovative architectural design and technology, sensible community planning, and a landscape architecture that fosters beautiful and healthy private and public space.

Previous planning and design assistance provided by the Drachman Institute through this program has resulted in a housing assessment and analysis of existing housing conditions for the City of Globe and the Town of Miami in southwestern Gila County. In addition, through this program, the Institute has conducted a housing assessment and developed a strategic plan for the Cities of Holbrook and Winslow in Navajo County. Also, Camp Verde in Yavapai County and Shonto on the Navajo Reservation are currently benefiting from the work conducted by the Institute.

Projects will be selected based on the selection criteria listed below.

All decisions are at the sole discretion of the Arizona Department of Housing (ADOH). ADOH's decisions on whether or not a project is fundable and whether or not all contingencies and conditions for funding have been met are final. **Selection for working with the Drachman Institute does not guarantee further financing from ADOH for project implementation.**

### Types of Assistance

Technical assistance services from the Drachman Institute include:

- **Housing needs assessments**
- **Strategic plans related to affordable housing development**
- **Housing design**

The Drachman Institute cannot provide construction documents or engineering advice.

The Drachman Institute's services will be provided in a manner most appropriate for the proposed outcome. The appropriate manner of assistance will be determined by the State and The Drachman Institute in the selection process.

### Eligible Applicants

Only the entities listed below are eligible to apply for Drachman's services under this program:

- **Units of local government, including cities, towns and counties**
- **Tribal governments, tribally designated housing entities, and housing authorities**
- **Public Housing Authorities**
- **Non-profit Agencies** (*agencies must hold valid documentation from the I.R.S. of non-profit status*)
- **State-certified Community Housing Development Organizations** (specially formed non-profits)

### Technical Assistance

ADOH technical assistance to entities developing applications for Drachman's services is limited to general information about the application, an explanation of the selection process, and a verbal assessment of whether or not the proposed project concept would be generally acceptable for Drachman's services. The State cannot preview an application prior to submittal. Questions should be directed to Karia Lee Basta at (602) 771-1085.

### Submission Deadlines

The State will begin accepting applications on July 15, 2007. Applications will be accepted during regular business hours, Monday through Friday, 8:00 a.m. – 5:00 p.m. (excluding State holidays.) Until all slots are filled, applications will be accepted on a first-come, first-serve basis. **Applications will receive an initial review and additional information may be requested if necessary for the State to make its final decision.** Applicants should not assume they have been selected based on ADOH's request for additional information. Once additional information has been requested, the State will discontinue its review of the application and will not consider the application further until the applicant has responded in full to all requests for additional information.

Additionally, the State makes no guarantee that a slot will still be available at the time additional information is submitted. Therefore, it is in the applicant's best interest to provide as much detailed information as possible about the proposed project in the initial submission in order to minimize the need ADOH to request additional information. The State will not make firm commitments to any project or program application submitted until the State, in its sole discretion, has determined that the applicant has adequately responded to all outstanding questions

Applications must be mailed or hand delivered to:

**Attn: Karia Lee Basta**  
**Arizona Department of Housing**  
**1110 West Washington Street, Suite 310**  
**Phoenix, AZ 85007**

Applications will be processed in the order they are received by the department (*not* the date they are postmarked). All applications arriving on the same day will be considered to have arrived at the same time. Six projects will be selected. Again, if additional information is requested by the State, the application will lose its place in the queue and will not be reinstated for review until the information has been provided in full. The department will make every effort to make its decisions within a reasonable amount of time (typically 30 days). If the State requests additional information then this timeline will be extended accordingly. All applicants will be notified by mail regarding decisions and the department requests that applicants refrain from calling the department to inquire about decisions within the 30 day review period.



### Threshold Review

Each and every application submitted will be checked against a set of minimum threshold requirements. The threshold review will determine whether or not the application can proceed to the full review process. Threshold review criteria include:

1. The application package submitted is complete.
2. The applicant is eligible to apply for funding.
3. The type of project proposed is eligible to receive assistance from The Drachman Institute.

### Full Review Criteria

If a project passes the threshold requirements above, it will be reviewed for final selection based on the following criteria:

- 1) Will the project being proposed for technical assistance ultimately serve the needs of low and moderate income individuals/neighborhoods and/or communities?
- 2) Will the technical assistance effort involve community participation?
- 3) Does the applicant have the experience and ability to bring the project to fruition after the technical assistance is provided?
- 4) Can the technical assistance effort be completed within 10 months?
- 5) Is there likelihood that funding will be available?
- 6) There is a reasonable expectation that the project is feasible and could be brought to fruition.

ADOH reserves the right to select projects that ensure geographic and project-type diversity.

All applications that pass the threshold review but are not chosen will remain on file until the end of the fiscal year. If an application is not chosen for Drachman assistance during the fiscal year in which it is submitted, the applicant must resubmit in the next or later fiscal year in order for the application to be considered.

### Local Government/Community Support

Government entities applying for The Drachman Institute's services must adopt a resolution. For other entities, the local government in which the project is to be located will be required to provide a written response that it is not opposed to the proposed project. The written response does not have to be part of the application but **it must be received before the consulting process is begun. The State may decline to fund any application to which the local government does not concur its support.** While not required, it is usually in the applicant's best interest to notify the local government of intent to submit an application in order to garner their support *prior* to their being notified by the State.

### Past Recipients of services from The Drachman Institute

Applications of previously assisted entities may be reviewed if the maximum number of projects has not been selected within the first 90 days of the review process.

### Application Format

Applications must be typewritten or computer generated. **Applicants are asked not to revise these forms in any way.** Electronic copies are available upon request in Word format only.

Application material must be:

- 8 ½ x 11 format
- Arial Font 12 point

The following items must be tabbed as follows:

- A. Cover letter.** Describe the idea briefly in a cover letter. This is your chance to describe your proposed project, highlighting any unique features of your proposal that you would like to emphasize or that may not be covered elsewhere in the application.
- B. Applicant Information Form.** Complete and include the applicant form.
- C. Proof of Non-Profit Status.** If you are a non-profit (non-CHDO), you must provide a copy of your non-profit ruling from the Internal Revenue Service. If your status is pending, you are not yet an eligible applicant.
- D. Narrative Description.** All applications must provide a narrative of no more than five (5) pages that addresses all of the information requested on the instructions found on Attachment 3.
- E. Application Forms.** Complete and include these pages.
- F. Government Approval Letter.** All local governmental applicants must have a letter concurring with the project and offering support; signed by the Mayor.

### One Copy of the Completed Application

Applicants must complete their application package as described under Application Format (above), completing all required sections and required supporting documentation, submitting one original. Incomplete applications or applications missing documentation may not be accepted for review. This application and any subsequent revisions or clarifications, if approved, will become part of the Scope of Work and Work Plan with The Drachman Institute.

### Index of Attachments in this document

Below is a list of attachments to this document. Some of the attachments simply give more explicit directions on documents that you must include as a Tab (e.g., Narrative Description Instructions.) Some of these attachments are actual forms which you will need to complete and submit as tabs with your application as described under Required Documentation (Tabs) above.

- 1. Threshold Checklist.** This is for your information only. **Do not include in application packet.**
- 2. Applicant Information Instructions.** This attachment provides the basic information on the agency applying. Place narrative at Tab B
- 3. Narrative Description.** This attachment provides the outline on what to include in your narrative. Place Narrative at Tab D.
- 4. Application Forms.** This attachment provides information regarding targeted populations and Project Team. Place at Tab E.
- 5. Governmental Approval Letter.** All local governmental applicants must include an approval letter from their governing body, signed by the Mayor at Tab F.

# **Application for Services from the Drachman Institute**

## **ATTACHMENTS 1-5**

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**ATTACHMENT 1**  
**Program Responsiveness Threshold Checklist**

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*This checklist is for your use. Please do not include  
it in your application package.*

Program Responsiveness Thresholds relate to regulatory or State program policy compliance issues and as such are not open for negotiation. **Applications that do not meet the following thresholds will not receive any further review.** Applications that are returned due to non-responsiveness to these thresholds may be re-submitted at a later deadline if applicants are able to bring their projects into compliance with these requirements.

- 1. The application package submitted is complete. The information provided is in the correct format. No items as outlined in the Application Instructions are missing.
- 2. The applicant is eligible to apply for funding. (See Application Instructions, pg. iii)
- 3. The type of project proposed is eligible to receive assistance from The Drachman Institute. (See Application Instructions, Threshold Review, pg. iv)

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**ATTACHMENT2**  
**Applicant Information**

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**APPLICANT**

**TYPE OF APPLICANT**

Contact Name \_\_\_\_\_

State Certified  
CHDO

Contact Title \_\_\_\_\_

Non-Profit (non  
CHDO)

Mailing Address \_\_\_\_\_

Local Government

Street Address (if  
different from  
mailing \_\_\_\_\_

Tribal Entity

City/State/Zip \_\_\_\_\_

PHA

Email Address \_\_\_\_\_

Other

Telephone No. \_\_\_\_\_

Fax No. \_\_\_\_\_

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## ATTACHMENT 3

### Narrative Description

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Instructions:

This page provides an outline and instructions on the narrative description that must be included in every application for services from the Drachman Institute. The completed narrative should be included in the application at Tab D. Each narrative should be identified by letter (i.e., A. Project/Program Description) and each page should be numbered at the bottom. Narrative may be no longer than five typewritten pages.

Please respond to all of the following:

**A. Project/Program Description:**

- Briefly describe the process used to determine the current (within 18 months) need in the community or neighborhood that the proposed project will be endeavoring to address.
- What has been done thus far to address this need?
- What specific work do you need the Drachman Institute to do?

**B. Project Deliverables:** What work products do you expect from the Drachman Institute?

**C. Explain Use:** Explain how information obtained from the Drachman Institute will be used. (i.e. how do you envision moving the project forward after the Institute has completed its work with you?)

**D. Community Support:**

- Describe existing support for the project you are proposing (e.g. elected officials, business community, faith community, others).
- List funding available to implement plan and list funding that will be applied for.

**ATTACHMENT 4**  
**Application Forms**

*Instructions:*

These pages must be completed and be included in every application for services from the Drachman Institute. The completed information should be included in the application at Tab E. Each page should be numbered at the bottom. Please respond to all of the following:

*In order to qualify for this service the proposed project must be intended to serve low-income households (80% AMI or below). If you know the number of proposed units or households to be served and the intended audience, indicate a breakdown below. If this information has not yet been determined, you must certify, by checking the box below, that the project will be targeted for low-income households.*

The proposed project will be set aside for low-income households as defined above.

Applicants should break down their targeted populations by income levels, <u>IF THIS INFORMATION IS KNOWN.</u>	Number of Units/Households in Total Project
Households at or below 50% of AMI	
Households at or below 60% of AMI	
Households at or below 80% of AMI	
<b>Total Number of Units/Households in Project:</b>	

**PROJECT TEAM:** List staff who will be working on this activity with ADOH and the Drachman Institute.

**Project Manager**

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Job duties on this project \_\_\_\_\_

**Project Manager**

Name

Company

Address

Telephone Number

Fax Number

Email Address

Job duties on this project

**Team Member**

Name

Company

Address

Telephone Number

Fax Number:

Email Address

Job duties on this project

**Team Member**

Name

Company

Address

Telephone Number

Fax Number

Email Address

Job duties on this project



**Team Member**

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Job duties on this project \_\_\_\_\_

**Team Member**

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Job duties on this project \_\_\_\_\_

**Team Member**

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Job duties on this project \_\_\_\_\_

**Team Member**

**Name** \_\_\_\_\_

**Company** \_\_\_\_\_

**Address** \_\_\_\_\_

**Telephone Number** \_\_\_\_\_ **Fax Number** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Job duties on this project** \_\_\_\_\_

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**ATTACHMENT 5**  
**Government Approval Letter**

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All governmental applicants (towns, cities, counties, tribal governments) must submit a letter from an authorized official indicating support for the proposed project. The letter must be included in the application as Tab E.



**Arizona Department of Housing  
2007 Information Bulletin**

**REGARDING PROGRAMS: Rental Development**

**REGARDING FUNDING SOURCES: Low Income Housing Tax Credits (LIHTC)**

**INFORMATION BULLETIN No 08-07**

**Issued: October 4, 2007**

**RE: 2008 LIHTC QUALIFIED ALLOCATION PLAN FOCUS MEETINGS**

The Arizona Department of Housing (ADOH) has scheduled two focus group meetings to allow comments on the Arizona 2008 LIHTC Qualified Allocation Plan **DRAFT**. The dates, locations and times of the focus group sessions are as follows:

<b>Phoenix</b>		<b>Tucson</b>	
Carnegie Library* Main Floor 1101 W. Washington Phoenix, AZ 85007	October 23, 2007 10:00 - 11:30 am (602) 771-1030 Lisa Roth	Community Resource Center (Sentinal Building) Sabino / Rillito Room 320 N. Commerce Park Loop Tucson, AZ 85745	October 25, 2007 11:00 – 12:30 pm (520) 791-4171 Noeme Santana

**ADOH must adopt a Qualified Allocation Plan (QAP) that sets forth the methods, criteria, preferences, and priorities that will be used to select projects that receive tax credits. Any sub-allocation or set-asides of tax credits also are part of the allocation plan. Before allocation plans are adopted a public hearing of the plan must be held. The Public Hearing has been scheduled for:**

<b>Phoenix</b>	
Capitol Building - Executive Tower 2 <sup>nd</sup> Floor Governor’s Conference Room 1700 W. Washington Phoenix, AZ 85007	November 27, 2007 2:00 pm Lisa Roth (602) 771-1030

Click here to view the [2008 Draft LIHTC Qualified Allocation Plan](#).

*\*Attendees may park in the parking garage at 1110 W. Washington in the visitors parking area. Street parking around the Carnegie Library Park area is also available.*



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## The Arizona Department of Housing 2007 Information Bulletin

**REGARDING PROGRAMS:** Homeownership New Development  
Permanent and Transitional Rental Housing  
Owner Occupied Housing Rehabilitation  
Owner Occupied Housing Emergency Repair

**REGARDING FUNDING SOURCES:** State Housing Fund

**INFORMATION BULLETIN No. 09-07**

**ISSUED:** December 17, 2007

**RE:** Suspension of Funding Availability for Rental and  
Homeownership projects

### **SUSPENSION OF FUNDING AVAILABILITY**

Due to the announcement of State of Arizona budgetary deficits, and the uncertainty regarding the availability of funding, all further remaining application rounds as described in the FY2008 State Housing Fund Program Summary and Application Guide, Chapter 2, Section 2.2 have been suspended. Applications that have already been submitted to ADOH for review are expected to receive commitments of funding if determined to be eligible.

Should funding become available during this fiscal year, the Arizona Department of Housing will issue a Notice of Funding Availability (NOFA) specific to project type and available funding amounts. Additionally, applications for the Tribal Housing Set-Aside will continue to be accepted until further notice.

For further information please contact our Technical Assistance Division at:  
(602) 771-1000 or [info@housingaz.com](mailto:info@housingaz.com).

**Arizona Department of Housing**  
1110 W. Washington, Suite 310  
Phoenix, AZ 85007  
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# The Arizona Department of Housing 2007 Information Bulletin

**REGARDING PROGRAMS: RENTAL**

**REGARDING FUNDING SOURCES: Low-Income Housing Tax Credits and State Housing Funds (federal HOME and/or State Housing Trust -Funds).**

**INFORMATION BULLETIN No. 10-07**

**ISSUED: December 21, 2007**

**RE: Contact information for rental properties developed with ADOH resources**

The following pertains to all rental properties assisted with funding through ADOH, including properties assisted with Low-Income Housing Tax Credits, State Housing Funds (federal HOME funds and/or State Housing Trust Funds), as well as multi-family bond applications filed in order to meet State public hearing requirements.

Now in its sixth year of operation, the Arizona Department of Housing (ADOH) has annually increased the number of rental properties to its portfolio of assisted properties. As a result, and to better service our customers, we have expanded the number of staff and different divisions working on issues to assist properties with development, long-term compliance, loan repayment and asset management issues. In order to assist developers, property owners and managers with making the right contacts for issues related to their ADOH-assisted rental properties we are providing this clarification memorandum.

## **Rental Development Division**

Randy Archuleta, Administrator (602) 771-1031 [randya@housingaz.com](mailto:randya@housingaz.com)

Julie Barrett, Manager (602) 771-1032 [julieb@housingaz.com](mailto:julieb@housingaz.com)

All matters related to pre-application questions, applications for financing and all issues occurring during the project development phase, up until the time properties are placed in service (and if a LIHTC project, receive an I.R.S. Form 8609 and/or if the project includes a financing contract for State Housing Funds, the contract has received a letter of conditional closure), should continue to be directed to the Rental Development division. This includes, but is not limited to matters pertaining to:

- Applications for funding or tax credits
- Applications for multi-family bonds in meeting State public hearing requirements
- Offers of funding or tax credits; contract negotiation issues
- Questions pertaining to funding denials or deficiencies
- State Housing Fund contract issues
- Property inspections for properties not yet placed in service
- Requests for Funds under contract
- LIHTC Carryover Agreements
- Requests for I.R.S. Form 8609

*Once a project has been placed in service, received its I.R.S. Form 8609 (if a LIHTC project) and/or its State Housing Fund contract has been conditionally closed, future inquiries relating to on-going compliance and other non-development related issues should be directed as follows:*

## **Housing Compliance Division**

Renee Serino, Administrator (602) 771-1071 [renees@housingaz.com](mailto:renees@housingaz.com)

All matters related to meeting property standards and beneficiary requirements as outlined in Land Use Restrictions (LURAs) and Declarations of Conditions of Covenants and Restrictions (CC&Rs) should be directed to the Housing Compliance Division. This includes, but is not limited to matters pertaining to:

- Property inspections for properties that have been placed in service and subsequent follow up correspondence
- Annual Reporting requirements for properties assisted with LIHTC, HOME or Housing Trust Funds
- Questions relating to on-going property compliance issues
- Filing of I.R.S. Form 8823
- Update owner, management and site contact information after property has been placed in service

## **Asset Management Division**

Marianne Marinucci, Manager (602) 771-1094 [mariannem@housingaz.com](mailto:mariannem@housingaz.com)

All matters related to loan servicing and the on-going financial viability of ADOH-assisted properties should be directed to the Asset Manager. This includes, but is not limited to matters pertaining to:

- Filing of financial reports including Annual Audited Financials, Budgets, Capitalized Operating and Replacement Reserve Accounts, K1's and I.R.S. Form 8825's, etc.
- Requests for loan restructuring and payment modifications
- All questions regarding ADOH loans to rental properties

## **Risk Assessment Division**

Stuart Kritzer, Senior Risk Assessment Officer

The Risk Assessment Division provides internal project risk analysis and underwriting services for all LIHTC, bond and State Housing Fund applications submitted to ADOH. Since this division strictly provides advice internal to the agency, and is not able to provide general technical assistance, it is strongly advised that developers and other applicants call the Rental Development Division directly.

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