

July 30, 2018

## Process for Affordable Assisted Living (AAL) Proposal Acceptance

### Part I – Prior to Application:

1. Developer meets with MSHDA staff to discuss proposed development approximately 5-7 months in advance of the due date for submitting their LIHTC application. The meeting should occur very early in the development process to allow for changes to the proposal.
2. MSHDA staff presents an outline of the proposal to the AAL Steering Committee. Steering Committee is comprised of representatives from Michigan Department of Health and Human Services (MHHS), Department of Licensing and Regulatory Affairs (LARA), and the Michigan State Housing Development Authority (MSHDA).
3. If the AAL Steering Committee approves the proposal, the Sponsor receives a letter of support from the AAL Steering Committee indicating support for the proposal.

### Part II – Application:

1. If seeking a loan from the Authority, developer submits application for Direct Lending (Addendum IV of Combined Application) along with Steering Committee letter of support and MOU with the local Area Agency on Aging (AAA) office/local Medicaid Waiver Agent. Underwriting requirements: Proposals requesting a MSHDA Loan are required to follow MSHDA's Direct Lending program underwriting parameters.
2. If seeking 9% LIHTC tax credits only, an application (Addendum I of Combined Application) along with Steering Committee letter of support and MOU with the local Area Agency on Aging (AAA) office.
3. AAL application is scored according to QAP.