Plan Review Checklist for Compliance with Affordable Housing Act Rules

**Name of Entity(s) Submitting Plan: ­**Click or tap here to enter text.

**Draft No. / Date:** Click or tap here to enter text.

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| Minimum Required Elements for an AHA compliant Housing Plan | |
| 1. Community and Housing Profile | |
| Complete  Incomplete  Comments: | 1. Demographic characteristics   Race/ethnicity- Click or tap here to enter text.  Income- Click or tap here to enter text.  Age- Click or tap here to enter text.  Employment- Click or tap here to enter text.  Population trends- Click or tap here to enter text.   1. Household characteristics   Number of existing households- Click or tap here to enter text.  Housing units by tenure- Click or tap here to enter text.   1. Housing market analysis   Housing cost- Click or tap here to enter text.  Rents- Click or tap here to enter text.  Vacancy rates- Click or tap here to enter text.  Sale price- Click or tap here to enter text. |
| 1. Housing Needs Assessment | |
| Complete  Incomplete  Comments: | 1. Describe existing needs, such as:   Number of households housing cost burdened- Click or tap here to enter text.  Housing for elderly or elderly populations- Click or tap here to enter text.  Female headed households- Click or tap here to enter text.  *Only include demographic information for these populations if their numbers are substantial enough to track; otherwise state* *that these populations are not substantial enough in your community to track:*  Homelessness- Click or tap here to enter text.  Overcrowded households- Click or tap here to enter text.  Persons w/special needs including disabilities- Click or tap here to enter text.  Other identified needs- Click or tap here to enter text.   1. Identify the gap between market rate housing costs and incomes, by area median income (AMI)- Click or tap here to enter text.      1. Projected needs including:   Number of new units needed by tenure- Click or tap here to enter text.  Type and cost to meet current needs and to accommodate expected population growth and job generation- Click or tap here to enter text.  Determination of number of homes to be created through new construction- Click or tap here to enter text.  Number of homes in needs of rehabilitation and preservation- Click or tap here to enter text. |
| 1. Land Use and Policy Review | |
| Complete  Incomplete  Comments: | 1. General Analysis of land use parcels including zoning, size and existing use, environmental constraints, availability of infrastructure- Click or tap here to enter text. 2. Evaluation of suitability, availability and realistic development capacity of developable sites, including appropriate zoning for special needs housing, such as multi-family rental, mobile homes, transitional and homeless shelters- Click or tap here to enter text. 3. Identification of constraints, such as land use controls, codes and enforcement, fees and exactions, processing and permit procedures, on/off site improvements, reasonable accommodation, availability of financing, land availability and prices, construction costs, local capacity to assist, finance and manage construction, provide housing support services and administer housing funds and programs- Click or tap here to enter text. 4. Minimum density calculations targeted to affordable housing populations- Click or tap here to enter text. |
| 1. Goals, Policies and Quantifiable Objectives | |
| Complete  Incomplete  Comments: | 1. An estimate of number and % of unit increases, by income levels, to be constructed, rehabilitated or conserved of a set period of time- Click or tap here to enter text. 2. Identification of needed programs and agencies responsible for constructing new housing stock, improving existing housing stock, promoting access and equal opportunity to affordable housing, and increasing capacity of residents to lower their housing cost burden, build long term equity, stabilize their housing situations through home-buyer training, rental vouchers, assistance to persons with disabilities, and other capacity assistance- Click or tap here to enter text. 3. Plan to promote potential regulatory concessions and incentives for removing or mitigating government and non-government constraints to development, rehabilitation or conservation of affordable housing- Click or tap here to enter text. 4. Identification of potential sources of federal, state and local financing and subsidies to support affordable housing- Click or tap here to enter text. 5. Thorough consideration of related issues, such as public participation, job/housing mix, consistency with existing planning and land use policy, protection of ecological resources, promotion of efficient development patterns and green building- Click or tap here to enter text. |
| Other Comments: | |