Memorandum



DATE November 4, 2025

Honorable Members of the Housing and Homelessness Solutions Committee: Cara Mendelsohn (Chair), Lorie Blair (Vice Chair), Adam Bazaldua, Zarin Gracey, Jesse Moreno, Jaime Resendez, Gay Willis

SUBJECT Low Income Housing Tax Credit (LIHTC) 9% Application Process

The purpose of this memorandum is to provide the Housing and Homelessness Solutions Committee (HHSC) with an overview of the upcoming 9% and 4% Low Income Housing Tax Credit (LIHTC) application process, scheduled for implementation this fall.

Background

The Texas Department of Housing and Community Affairs (TDHCA) administers two versions of the federal Low-Income Housing Tax Credit (LIHTC) program: the 9% competitive credit and the 4% non-competitive credit. Both programs require local review and participation, through either a Resolution of Support or Resolution of No Objection.

	9 % LIHTC	4 % LIHTC	
Competitiveness	Highly competitive, limited annual allocation	Non-competitive, available year-round	
Funding Source Requirement	No bond financing required	Must be paired with tax-exempt bond financing	
Application Period	Opens in January, due February–March	Open year-round	
Award Timing	Awards made in July each year	Rolling approvals throughout the year	
Scoring & Threshold Criteria	Yes — projects scored and ranked	Must meet eligibility and threshold criteria	
Uses	New construction or substantial rehabilitation	Commonly used for acquisition/rehab and some new builds	
Local Governmnemt Participation	Grant Resolution of Support the developer can submit to TDHCA for additional points on their LIHTC application	Grant Resolution of No Objection which is required for all applications to TDHCA	

Annually, TDHCA publishes the rules, priorities, threshold and scoring criteria for awarding tax credits to affordable housing developments in their Qualified Allocation Plan (QAP). The current QAP can be found here: <u>Multifamily Programs - QAP, NOFAs and Rules | Texas Department of Housing and Community Affairs</u>

November 4, 2025

SUBJECT Low Income Housing Tax Credit (LIHTC) 9% Application Process

PAGE 2 of 4

Application Review and Approval Process

The consolidation of staff from the former Department of Housing & Community Development and the Office of Equity and Inclusion into the new Office of Housing and Community Empowerment (OHCE) brings housing and fair housing teams together under one roof, fostering closer collaboration and enabling a more streamlined review process for Low-Income Housing Tax Credit (LIHTC) projects. Developers will benefit from an updated, clearer checklist outlining all required application materials, along with a revised fair housing worksheet.

Once applications are received by OHCE, they undergo an initial threshold review. This review checks each application against the standardized checklist to ensure that the developer has submitted all the required information and meets the minimum eligibility criteria. If any information is missing or incomplete, OHCE staff will request additional documentation from the applicant.

Following the threshold review, OHCE staff brief the respective Council members for each project location. After submitting an application, developers should avoid direct communication with Dallas City Council members due to Chapter 12A (the City's Code of Ethics), which helps ensure a fair and impartial review process. After a thorough evaluation, staff will determine whether to recommend City support. Staff recommendations are then presented to HHSC, where the body votes on whether to advance the project application to City Council for City support though a Resolution of No Objection or Resolution of Support.

Final approval is granted at the subsequent City Council meeting, where a resolution is issued for each approved project. Developers include this resolution in their application to the Texas Department of Housing and Community Affairs (TDHCA). To be considered for the 2026 program year, applications for a City Resolution of Support for 9% Low Income Housing Tax Credit (LIHTC) developments must be submitted via email to <a href="https://example.com/housingLIHTC@dallascityhall.com/housingLIHTC@dallascityhall.com/housingLIHTC@dallascityhall.com/housingLIHTC@dallascityhall.com/housingLIHTC@dallascityhall.com/housingLIHTC@dallascityhall.com/housingLIHTC@dallascityhall.com/housingline/ho

November 4, 2025

SUBJECT Low Income Housing Tax Credit (LIHTC) 9% Application Process

PAGE 3 of 4

Timeline for developer applications for 2025-2026 9% LIHTC applications:

- November 4, 2025 memo to Housing and Homelessness Solutions Committee on LIHTC application reviews and improvements
- November 7, 2025 Department website updated for Housing Tax Credit Program applications to the City of Dallas OHCE
- December 1, 2025 LIHTC developer webinar
- December 31, 2025 Applications for a City Resolution of Support for 9% Low Income Housing Tax Credit (LIHTC) developments must be submitted via email to HousingLIHTC@dallascityhall.com no later than 11:59 p.m.
- January 1, 2026 staff review begins
- January 2026 Applications presented to HHSC
- January 2026 Applications brought before City Council
- February-March Developer moves forward with their applications to TDHCA

Staff will continue to accept 4% Housing Tax Credit Applications year-round. However, City staff will only review applications and schedule proposals for City Council consideration four times per year. The Calendar for 2025-2026 can be seen below:

2026 City Calendar

Request for Applications (RFA) 2026 Timeline				
45 Day Tenant Notification				
Deadline	Application Deadline	Housing Committee	City Council Consideration	
11/16/2024	12/31/2024	1/28/2025	2/12/2025	
2/14/2025	3/31/2025	5/27/2025	6/14/2025	
5/16/2025	6/30/20205	8/25/2025	9/24/2025	
7/18/2025	9/1/2025	11/4/2025	12/10/2025	

Should you have any questions or need any additional information, please contact myself or Thor Erickson, Director, Office of Housing and Community Empowerment at 214-670-3632 or Thor.Erickson@dallas.gov.

Service First, Now!

M. Elizabeth (Liz) Cedillo-Pereira

Assistant City Manager

November 4, 2025

SUBJECT Low Income Housing Tax Credit (LIHTC) 9% Application Process

PAGE 2 of 4

Mark Swann, City Auditor Bilierae Johnson, City Secretary Preston Robinson, Administrative Judge Dominique Artis, Chief of Public Safety Dev Rastogi, Assistant City Manager Robin Bentley, Assistant City Manager Jack Ireland, Chief Financial Officer Ahmad Goree, Chief of Staff to the City Manager Directors and Assistant Directors