

**HCV/Project-Based Vouchers  
ADDENDUM III - MOU Attachment**

This document MUST be completed by the owner/sponsor when requesting HCV/ project-based vouchers (PBV) from MSHDA/PHA.

**Eligible Tenant** -- eligible tenants of Permanent Supportive Housing (PSH) units that will have PBVs are defined as having qualifying gross household income at or below 30% of area median income (AMI) and meeting at least one of the following target populations:

**PSH/Targeted Population(s)** -- Management, the Lead Agency and Service Provider(s) agree to target and serve the following population(s) as eligible tenants for the PBV units. These populations are further defined within the LIHTC/Addendum III Supportive Housing Set-aside Attachment A. Check all that are applicable:

\_\_\_\_\_ Special Needs

\_\_\_\_\_ Chronically Homeless

\_\_\_\_\_ Homeless Categories

- \_\_\_\_\_ 1. An individual or family who lacks a fixed, regular, and adequate nighttime residence
- \_\_\_\_\_ 2. An individual or family who will imminently lose their primary nighttime residence
- \_\_\_\_\_ 3. NO LONGER IN USE: Unaccompanied youth can qualify under 1, 2 or 4.
- \_\_\_\_\_ 4. An individual or family fleeing or is attempting to flee, domestic violence, sexual assault, stalking or other dangerous or life-threatening conditions

**Waiting List Procedures:**

Separate waiting lists will be maintained by the Property and the Housing Agent, which will be populated by the lead agency referrals. The waiting lists will identify barrier free units (units with mobility and hearing/visual features) and applications will be entered and pulled based on date and time received. PBV preferences will include in-place tenants and excepted units. Property preferences may include elderly, veterans, chronically homeless units, etc.

**Lead Agency:**

The lead agency will be responsible for certifying that the applicant meets at least one of the targeted populations for this development. They will also assist applicants in completing the PBV application and the Property applicants when applicable. The lead and/or referring service agencies agree to act as a provider and/or coordinator for the range of community services needed for PSH tenants in their communities.

**Housing Agent and Property Management:**

The housing agent will process the PBV applications and manage the PBV waiting list for the supportive housing units included in the PBV/HAP contract Exhibit A. Applicants that meet the HCV/PBV program requirements and are approved for rental assistance will be referred to the Property. The Property Management will continue the review and approval process for occupancy.

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Owner/Sponsor Signature	Name printed	Date
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Management Company Signature	Name printed	Date
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Lead Agency Signature	Name printed	Date
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