

**DELAWARE STATE HOUSING AUTHORITY
INTEGRATED SPECIAL NEEDS TARGETING PLAN**

Integrated Special Needs Targeting Plan		
Name of Development:		
Address of Development:		
Total Number of Units:		
Number of Target Units:		
Number of Required Accessible Units:		
Number of Additional Fully Accessible Units:		
Contact Information	Owner	Management Agent
Organization:		
Primary Contact:		
Phone:		
E-mail:		
Street Address:		
City, State, Zip		

Targeting Plan for Special Population-Eligible Households

- I. Developments must target a minimum of five percent (5%) or three (3) units, whichever is greater, of all units for special population-eligible households referred to below specifically addressing the needs of the identified group. All developments receiving project-based rental assistance must target five percent (5%) of the total units or five (5) units, whichever is larger to:
- a. Persons with HIV/AIDS related illness;
 - b. Literally or imminently homeless;
 - c. Survivors of domestic violence;
 - d. People with disabilities (persons with mental illness; physical disabilities; or intellectual or developmental disability;
 - e. Persons exiting foster care or state-run institutions;
 - f. Veterans; and/or
 - g. Other special needs populations identified in DSHA's Needs Assessment may be considered at DSHA's sole discretion.

II. Description of Suitability: please describe and **attach to this plan** how the property will meet the needs of the targeted special needs households, including:

a. Unit size and design features:

- i. Attach a copy of the unit mix and rents from the Operating Income tab of the Pro Forma. Include any details for additional target units above the required five percent (5%);
- ii. Describe any adaptability or accessibility features and/or assistive technology beyond the required minimums; and
- iii. Describe any community space needed which will be developed as part of this property.

b. Site Suitability and Access to Transportation:

- i. Describe the suitability of the site for the special populations targeted. Describe availability of accessible public transportation or other local amenities, including any such services available specifically for the targeted special populations-eligible population.

c. Affordability:

- i. Describe the sustained affordability of the target units and what measures will be used to continue the affordability for the target units. Rents for target units must be affordable to households at forty percent (40%) of area median income or below.

III. Referral, Screening, and Communication Plan: DSHA is developing a unified referral system to service the State Rental Assistance Program, Section 811, and LIHTC special populations target units. Applicants shall utilize this system, which will refer pre-screened special population-eligible households from the target populations identified by the applicant.

Every property, including rehab properties (where original residents receive priority in filling rehabbed units) and properties with project-based rental assistance (where the waiting list must operate by HUD rules) will need to develop a specific plan, with responsible parties identified and processes defined. The referral, screening, and communication plan should include:

- a. Description of how referrals will be determined;
- b. Maintain contact with referrals and the management agent and offer assistance with any issues that may arise during a referral's tenancy;
- c. How reasonable accommodations or modifications will be negotiated; and
- d. How the management agent will maintain contact throughout tenancy, including how the management agent will maintain communication that will accommodate staff turnover during the compliance period.

Prepared by: _____

Applicant/Developer Name: _____ Date: _____