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**Dane County
Department of Human Services**

TO: All Potential Applicants

DATE: July 14, 2025

SUBJECT: Addendum #1 to 2025 Dane County Affordable Housing Development Fund (AHDF) Guidelines & 2025 Dane County AHDF Application

**2025 Dane County Affordable Housing Development Fund (AHDF) Guidelines**

1. The language in **Eligible Applicants and Project Eligibility** has been revised. In order to be considered for financing, applicants and projects must also meet the following requirements:
	1. Please replace #3 with “**Project must provide annual direct financial support equal to or greater than $2,000 per unit targeted to households experiencing homelessness to the supportive services partner(s).”**
	2. Please replace #4 with **“A minimum of 20% of the total project units must be targeted to individuals/households experiencing homelessness.”**
	3. Please add #11 – **“****Project must use Low-Income Housing Tax Credits as a source of financing.”**
2. The language in **Evaluation Criteria – Voucher Holder Access** has been revised. Please replace this section with the following:

**Ensuring Section 8 project voucher holders are able to access quality housing units is a priority of Dane County. Projects that commit to lowering to rent to meet public housing authority payment standards for eligible tenants who would otherwise be unable to qualify for an available unit will earn points in this category.**

**Applicants that commit to lowering rent to meet public housing authority payment standards for otherwise an eligible voucher holder on units that are rent restricted to households earning 80% and below AMI, will receive 10 points in this category.**

1. The language in **Evaluation Criteria – Supportive Services** has been revised. Please replace this section with the following:

**Application must provide a detailed description of how supportive services will be secured for the tenants of any property developed as part of this project. It is a priority that supportive services for projects are adequately funded, and appropriate for the targeted populations identified in the application. To be eligible for funding, applicants must allocate annually a minimum of $2,000 per unit designated for households experiencing homelessness, specifically for direct financial support to supportive services within the project.**

**Application must include overview of supportive services for the project and identify the services partner(s), annual project budget for services, amount of funding for services provided by developer and/or project, full-time equivalent (FTEs) dedicated to providing services at the project, estimated number of weekly on-site services hours at the project, and anticipated structure of partnership between supportive services provider and property management to foster housing retention for tenants of supportive units.**

**Supportive Services staff are encouraged to remain actively engaged with households from initial contact through program exit, using a** **progressive engagement** **approach. Application should detail trainings supportive staff will receive related, but not limited, to case management basics, community networking, progressive engagement, trauma informed care, harm reduction, de-escalation, and cultural competency.**

**Application should also include the experience and qualifications of the supportive services partner providing services to households who have experienced homelessness and any other identified targeted populations; relevant performance data indicating the partner’s experience with the targeted populations and tenant outcomes related to housing retention.**

**In addition to the narrative information provided in the application, applications will be evaluated in by the amount of direct financial assistance provider per unit set-aside for individuals/families experiencing homelessness beyond the required annual minimum of $2,000.**

**Projects that annually contribute:**

* **$2,500 per unit will receive 3 points**
* **$3,000 per unit will receive 5 points**
* **$4,000 per unit will receive 8 points**
* **$5,000 per unit will receive 10 points**

**To be eligible for points in this category, application must include a signed letter from the supportive services partner. The letter must include a description of the services that will be provided to tenants and must match what is included in the developer’s proposal**.

**2025 Dane County Affordable Housing Development Fund (AHDF) Application**

Question S. has been revised. Please replace this question with the following:

**Will the project commit to lowering rent on units affordable to households at 80% AMI to meet public housing authority payment standards for otherwise eligible applicants who are voucher holders?**