

## **3501        FORMATION AND ADMINISTRATION**

- 3501.1    The Mayor's delegee shall select a land trust through a competitive bid process.
- 3501.2    The Mayor's delegee and the land trust shall enter into a contractual agreement which shall set forth duties and responsibilities of the land trust in implementing the land trust program and handling District funds.
- 3501.3    The land trust shall be governed by a non-paid board of directors. The board of directors shall include one non-voting member selected by the Deputy Mayor.
- 3501.4    The land trust shall develop, administer, and implement the land trust program in accordance with the Act, the Plan, the land trust agreement, and the requirements of this chapter.
- 3501.5    The Mayor's delegee shall monitor whether the land trust is developing, administering, and implementing the land trust program in accordance with the Act, the Plan, the land trust agreement, and the requirements of this chapter.
- 3501.6    The land trust shall collaborate with the Mayor, Deputy Mayor, District departments, agencies, and instrumentalities, including the Department of Housing and Community Development and Housing Finance Agency, and non-profit organizations to maximize the efficient and effective use of their homeownership counseling and home purchase assistance programs and products.
- 3501.7    The Mayor's delegee shall periodically provide the land trust with written housing policies relevant to the land trust program, such as the District's policy to seek the creation and preservation of mixed-income housing and to deconcentrate housing serving low-income households. To the extent possible without threatening the viability of the land trust or the land trust program, the land trust shall adopt policies and procedures that align with the District's policies. If the land trust determines that it is unable to achieve or maintain complete alignment with the District's policies without threatening the viability of the land trust or the land trust program, the land trust shall provide to the Mayor's delegee written documentation of the circumstances that create the inability to achieve or maintain such alignment and threaten the viability of the land trust or land trust program.
- 3501.8    No officer, employee, or agent of the District government or the land trust who exercises responsibility in connection with the administration of the land trust program shall obtain any interest, direct or indirect, in the proceeds of land trust financing or a contract entered into by an applicant for or recipient of land trust financing; provided, that an officer, employee, or agent of the District government or the land trust who is otherwise eligible may receive land trust financing in accordance with the rules, procedures, and regulations of the land trust program. A member of an advisory board to the land trust shall not be considered an officer, employee, or agent of the land trust if the advisory board does not have administrative or legal responsibilities.
- 3501.9    The land trust shall establish policies requiring that a land trust homeowner recuse himself or herself from decisions, whether operational or board-related, that directly impact the financial interest of the land trust homeowner.

SOURCE: Final Rulemaking published at 55 DCR 7916 (July 25, 2008).