

2212 DISTRICT LOTTERY – NOTIFICATION TO HOUSEHOLDS AND OWNERS

- 2212.1 No later than seven (7) days after a lottery is held, DHCD shall provide to the Owner a written list of the Households selected pursuant to the lottery.
- 2212.2 No later than seven (7) days after a lottery is held, DHCD shall provide a written notice to each of the Households selected in the lottery of their selection and shall provide to each Household the address, unit type, and maximum rent or purchase price of the Inclusionary Unit for which the lottery was held and the means by which the Household may provide to the Owner the information required by § 2212.3 or § 2212.4.
- 2212.3 The notice provided pursuant to § 2212.2 for a For Sale Inclusionary Unit shall inform each Household that the Household shall provide the following, as applicable, to the Owner:
- (a) Within ten (10) days after the date of the notice, a Household Interest Confirmation Form, as provided by DHCD;
 - (b) Within thirty (30) days after the date of the notice:
 - (1) A certificate of completion for the Inclusionary Zoning Program orientation class, or other acceptable confirmation of completion;
 - (2) A Declaration of Eligibility, as described in § 2214.2;
 - (3) A Certification of Income, Affordability, and Housing Size, as described in § 2214.3;
 - (4) A certificate of completion for the homeownership training program, or other acceptable confirmation of completion;
 - (5) A mortgage pre-approval letter, dated within the last six (6) months from a lender for the Inclusionary Unit for which the Household was selected;
 - (6) Any other documents requested by DHCD; and
 - (c) Within sixty (60) days after the date of the notice, an executed sales contract for the For Sale Inclusionary Unit and any other documents requested by DHCD.
- 2212.4 The notice provided pursuant to § 2212.2 for a Rental Inclusionary Unit shall inform each Household that the Household shall provide the following, as applicable, to the Owner:

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- (a) Within ten (10) days after the date of the notice, a Household Interest Confirmation Form, as provided by DHCD;
- (b) Within thirty (30) days after the date of the notice:
 - (1) A certificate of completion for the Inclusionary Zoning Program orientation class, or other acceptable confirmation of completion;
 - (2) A Declaration of Eligibility, as described in § 2214.2;
 - (3) A Certification of Income, Affordability, and Housing Size, as described in § 2214.3;
 - (4) Any other documents requested by DHCD; and
- (c) Within sixty (60) days after the date of the notice, an executed lease for the Rental Inclusionary Unit and
- (d) Any other documents requested by DHCD.

2212.5 A Household failing to meet a deadline set forth in § 2212.3 or § 2212.4 shall be immediately ineligible to purchase or rent the Inclusionary Unit(s) for which they have been selected, unless the Owner extends the deadline in writing.

SOURCE: Notice of Final Rulemaking published at 56 DCR 3907 (May 15, 2009); as amended by Final Rulemaking published at 56 DCR 9295, 9296 (December 11, 2009); as amended by Final Rulemaking published at 64 DCR 13582 (December 29, 2017).