

Explanation of Washington State Housing Finance Commission's
Special-Needs Housing Commitments

(Verify with your property's Regulatory Agreement [RA])

Special Needs Commitment	Definition	Initial Lease-Up	Re-Leasing of Units	Table 1 Special-Needs Commitment Codes*
Elderly	a. 55 or older b. 62 or older c. RD or HUD Definition	a. Age 55, one person per household b. 62 and older only, all residents c. Elderly or Disabled per agreement	Same rules as initial lease-up	No code necessary. Note that the Elderly Commitment can be paired with any other Special-Needs Commitment because Elderly covers 100% of the project.
Disabled	One qualifying resident per Household. Disabled resident may occupy a Market rate unit. (No double-counting D and L).	Disabled only	30-day rule when below threshold	(D) 10% or 20% Disabled set-aside
Large Household	3 or more BR's; 4 or more individuals, not necessarily related. (No double-counting D and L.)	Large Household only	30-day rule when below threshold	(L) 10% or 20% Large Household set-aside
Farmworker	For definitions and additional explanations, see Farm Work Household Initial Certification and Farm Work Reference forms on our website at http://www.wshfc.org/managers/forms-RC.htm Farmworker properties are required to complete a Farm Work Move-In Report . Form is available from our website at http://www.wshfc.org/managers/forms-tc.htm#farm .	Farmworker only	30-day rule when below threshold	(F) 75% or More Farmworker set-aside (FL) 75% or more Farmworker property with Large Household set-aside (FD) 100% Farmworker property with Disabled set-aside (Properties with OID number 01-and prior only - check Regulatory Agreement) (FH) 75% or more Farmworker property with Homeless set-aside
Transitional	Section 42 Code rules for Transitional. See Tax Credit Compliance Manual Glossary for definition. Properties with Transitional/Homeless units must complete a Homeless/Transitional Report . Form is available at: http://www.wshfc.org/managers/forms-tc.htm	Transitional only	Transitional only	(T) Transitional Building (TD) 75% or more Transitional property with Disabled set-aside (TL) 75% or more Transitional property with Large Household set-aside
Homeless	Commission's set-aside. See Tax Credit Compliance Manual Glossary for definition. Properties with Transitional/Homeless units must complete a Homeless/Transitional Report (see above).	Homeless only	Homeless only	(H) 10% or 20% or 75% Homeless set-aside (HD) 75% or more Homeless property with Disabled set-aside (HL) 75% or more Homeless property with Large Household set-aside

* More information is available in **Chapter 3-Washington State Requirements**, and in **Appendix A-Glossary** of the **Tax Credit Manual** at <http://www.wshfc.org/managers/ManualTaxCreditIndex.htm>

Note that all Special-Needs Commitments (with the exception of Transitional) are considered to be "once qualified, always qualified," as long as at least one member of the originally qualified household continues to reside in the unit.

If your property does not have enough households to meet "D", "L" or "F" Commitments at the end of the reporting period, you must complete a **Vacancy Report** with your annual report materials. This form is available on our web site at: <http://www.wshfc.org/managers/forms-tc.htm#vacancy>