State of Tennessee
Request for Certification of Consistency
with the Consolidated Plan

When submitting a request for Certification of Consistency with the Consolidated Plan, please provide the following:

• Provide an overall summary of the activities/project proposed. The summary must not exceed two (2) pages in length and should include information on the types of activities proposed, project location, funding sources, amount of funds requested and the benefit(s) provided to recipients. (Requests for certifications that do not have an overall summary will not be reviewed and will be returned to applicant. If information in the overall summary is insufficient, the Tennessee Housing Development Agency (THDA) will contact the applicant for additional information.)

• If project or activities include demolition of public housing units, applicants should submit detailed information including, but not limited to, the following:

• Housing market analysis that demonstrates an existing supply of available affordable housing in the community serving the population to be displaced.

• Proof of resident public hearing with resident comments.

• Demographic data that substantiates demolition of the types of units (1 bedroom/multi-units), information on the number of units to be demolished and the number of families being displaced.

• A plan indicating where residents will move once units are demolished.

• A plan for construction of replacement/new units if applicable.

If demolition is proposed, PHAs should submit plans for approval at least one month prior to submission of their plan to HUD. Additional information may be required.

Please fill out the following information and submit it with the Certification of Consistency Form and the overall summary. Please allow THDA a minimum of two weeks (minimum of one month for demolition) to review all requests and have certifications returned. All Request for Certification of Consistency with the Consolidated Plan forms should be mailed to
Tennessee Housing Development
Agency (THDA), 404 James Robertson Parkway, Suite 1200 RP, Nashville, TN 37243,
Attn: Kendra Jensen,
Or e-mailed to kjensen@thda.org; or e-faxed to 615-564-2700.

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Applicant Name: _____

Applicant Complete
Address:_____

Project Name: _____

Project Location:_____

Federal Program Funds Requested: _____

Contact Person:_____

Phone Number: _____

Fax Number / E-mail Address: _____

Date that certification request submitted to THDA: _____

Date that applicant needs certification returned:_____

Check all that applies:

__ Overall summary of activities/project included.
__ Documentation regarding demolition.
__ Return original certification with original signature.
__ Fax certification to the above-listed fax number.
__ E-mail certification to the above-listed e-mail address.

Questions about the Certification of Consistency for the Consolidated Plan form may be directed to the Research & Planning Division of THDA at 615-815-2127.