



Georgia Initiative for Community Housing

Participating Alumni Certification

Why the Certification?

The purpose of this certification is to ensure GICH Alumni Communities continue their efforts with addressing affordable housing within their communities by utilizing the Housing Plan document that was developed while participating in the 3 year program.

In order to be eligible to receive point(s) as an active GICH Community associated with LIHTC and CHIP, the Alumni Community must meet the following requirements:

- **Annual Performance** -- Regular meetings with the GICH team must be completed and documented, the Housing Plan must be updated, and the Alumni team must document their interactions with the local government
- **GICH Team Continuity** -- The Team shall be responsible for submitting an updated Team Roster. This information should be forwarded each time any changes are made to the team.
- **Continuing Education** -- The Alumni Team shall document participation in at least one GICH Retreat a year. Workshops, trainings, webinars or other educational opportunities that enhance the local teams knowledge on affordable housing funding opportunities and programs are acceptable as well.

Annual Performance -- Regular meetings with the GICH team must be completed and documented, the Housing Plan must be updated, and the Alumni team must document their interactions with the local government

- A schedule of regular meetings – Ensure there is regular participation in the planning and development process. At a minimum, 4 meetings with a majority of active team members in the past year.
- Updated Housing Plan – Alumni must send, as part of certification packet, the most recently updated GICH Housing Plan.
- Local Government Interactions – Alumni must provide a brief description of the GICH team’s interactions with local government. This may be accomplished with regular meetings, coordination on housing developments, or involvement in the local planning process.

GICH Team Continuity -- The Team shall be responsible for submitting an updated Team Roster. This information should be forwarded each time any changes are made to the team.

- Ensure that all team information is updated and the contact information is up to date
- Bold the primary signatories in the roster
- Ensure new members are identified with the date that they joined the team

Continuing Education -- The Alumni Team shall document participation in at least one GICH Retreat a year. Workshops, trainings, webinars or other educational opportunities that enhance the local teams knowledge on affordable housing funding opportunities and programs are acceptable as well.

- Add the date of the event, name, format, and what members were present for the event. The intent is for the continued education to be a shared function. The same individuals should not be responsible for attending all events.
- At a minimum, half of the Alumni Team must participate in continued education; i.e. webinars, GICH retreats, local trainings, workshops, or any other educational opportunity that enhances the local team's knowledge on affordable housing funding opportunities and programs.
*These programs, such as the webinars, can be free.

GICH Alumni Certification Process

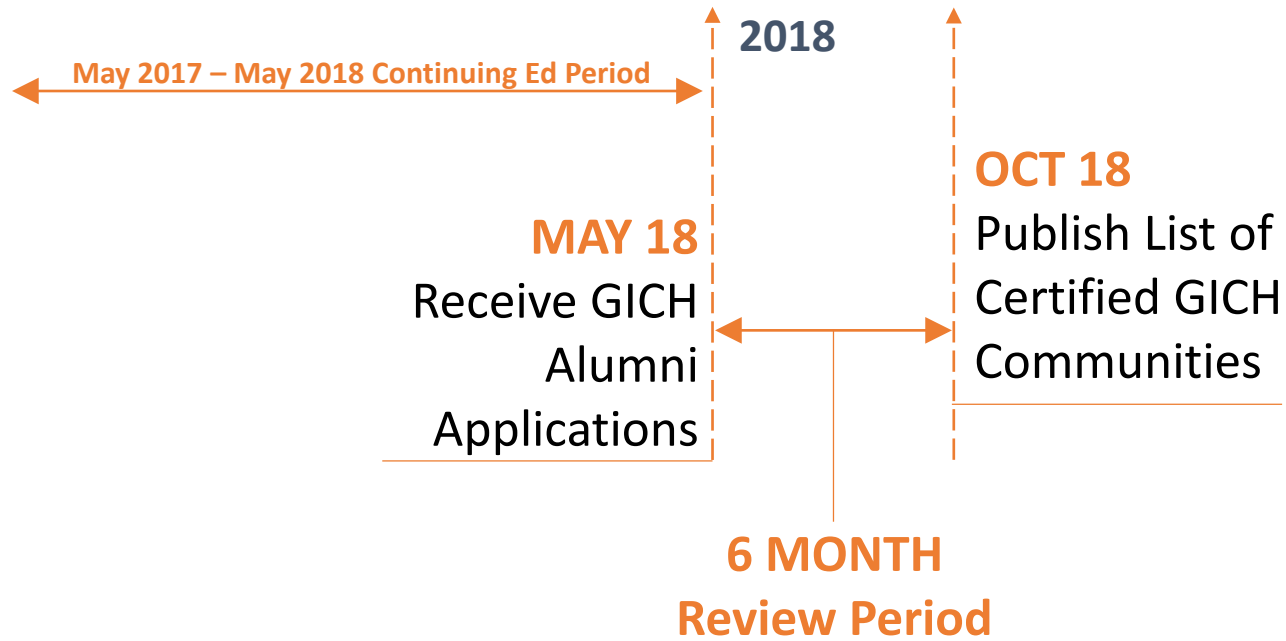
- The GICH Alumni Certification is valid for two (2) years. To stay certified, GICH Alumni Teams must participate in continued education, document regular team meetings, demonstrate ongoing efforts towards the implementation of their housing plan, and finally provide documentation on interactions with their local government(s).
- Recent graduates of the GICH program will automatically become GICH Alumni Certified and will only need to seek recertification two (2) years after their graduation in the GICH program.
- The Department of Community Affairs (DCA) will continue to take applications for new and/or continuing GICH Alumni Certification every year.

2018 Certification Process

- The Department of Community Affairs (DCA) will be taking applications for the GICH Alumni Certification in May 2018. More information will be provided as 2018 approaches.
- For 2018 only, a team may ask that DCA waive the requirement to participate in at least one GICH retreat for the continued education period between May 2017 and May 2018.
- To be granted a waiver, a team must provide justification for the request and demonstrate that all team members participated in at least one training, workshop, webinar, or an educational event during the continued education period.

Additional Info

- Starting in 2018 for the February Conference, attending the GICH retreats will cost each Alumni member a nominal fee for the entire retreat.
- Only 3-4 members of your GICH team may attend each GICH retreat.



*GICH Alumni Certification required for points

Contact us...

- For any questions or concerns, please call or email Emily Bowers at (404) 381-7204 or emily.bowers@dca.ga.gov.