



DATE: September 1, 2026

MEMORANDUM FOR: Sponsors, Owners, and Management Agents of
HCD-Assisted Projects in Los Angeles County

FROM: Jennifer Seeger, Deputy Director
Division of State Financial Assistance

A handwritten signature in blue ink, appearing to read "Jennifer Seeger", is placed over the typed name and title.

SUBJECT: **Implementation of Los Angeles County Waitlist Priority
for Households Displaced by Wildfires (DSFA 25-03,
amended March 16, 2026)**

In response to the wildfire emergency in Los Angeles County, [Executive Orders N-23-25](#) and [N-37-25](#), along with [Administrative Notice DSFA 25-03 amended March 16, 2026](#) ("Notice") temporarily suspended standard tenant-selection procedures to ensure that households displaced by wildfires and experiencing homelessness receive priority placement on waiting lists for affordable rental housing funded by the California Department of Housing and Community Development (HCD) for which they otherwise qualify, including meeting all applicable income requirements and any eligible target population criteria, within Los Angeles County. The eligibility requirement expands to include households "at imminent risk of homelessness", as defined in the Notice.

This memorandum reaffirms the prioritization policy supporting households displaced by the proclaimed wildfire emergency. Recovery and housing stability for impacted residents of the wildfires continue to remain a central focus.

*Sponsors, Owners and Management Agents are strongly encouraged to continue implementing and supporting prioritization in HCD-funded affordable rental housing located in Los Angeles County. This temporary prioritization policy remains effective through **July 1, 2027**.*

Overview of the Waitlist Prioritization Policy

Under Administrative Notice DSFA 25-03, HCD has suspended standard tenant selection procedures to the extent necessary to ensure wildfire-displaced households receive priority for

vacant units. This applies to all HCD-funded projects in Los Angeles County, including those with closed waitlists.

A household qualifies for waitlist priority if all of the following are true:

1. The household was displaced from its primary residence in Los Angeles County due to the proclaimed wildfire emergency.
2. The household is experiencing homelessness, as defined in [24 CFR Part 578.3](#), or at imminent risk of homelessness, as defined in DSFA 25-03 (amended March 16, 2026);
3. The household meets all HCD program-eligibility requirements for the specific unit.

Documentation accepted for verifying displacement may include the Federal Emergency Management Agency (FEMA) disaster survivor certification or any FEMA-recognized proof of occupancy or proof of ownership.

Examples of homelessness or imminent risk include living in shelters or non-habitable settings, temporary arrangements without being on a lease, expiring FEMA or Additional Living Expenses (ALE) benefits within 12 months, overcrowded conditions, or rent burdens exceeding 50% of household income.

Actions Required of Sponsors, Owners and Management Agents

To comply with HCD's temporary prioritization policy, all sponsors, owners and management agents of HCD-assisted properties in Los Angeles County must perform the following:

- 1. Accept Applications Regardless of Waitlist Status:** Applications from eligible wildfire-displaced households must be accepted even if the waitlist is currently closed. Projects receiving 100% Coordinated Entry System (CES) referrals may establish a disaster survivor waitlist solely for compliance with this Notice.
- 2. Prioritize Eligible Households for Vacant Units:** Eligible wildfire survivor households must be placed at the top of the waitlist and offered units before all other households not displaced by the wildfires. This priority does not supersede program eligibility criteria; all applicable occupancy and income requirements still apply. Any survivor households receiving waitlist priority shall retain their position on the waitlist until they are offered a unit.
- 3. Review and Verify Documentation:** Sponsors, Owners and Management Agents must review and verify the following supporting documentation:
 - Displacement due to the proclaimed wildfire emergency
 - Current homelessness or imminent risk
 - Program eligibility
- 4. Maintain Required File Documentation and Report Prioritization to HCD**

For each household leased under this Notice, the following must be submitted and retained in the tenant file for the duration of the household's residency, noted on the

project's annual Schedule of Rental Income (SRI) Report, and submitted to HCD at AMCBranch@hcd.ca.gov:

- Documentation of displacement, homelessness risk, and program eligibility
- [DSFA 25-03 Los Angeles Wildfire Waitlist Exception Form](#)

Interagency Coordination

Sponsors, Owners, and Management Agents may rely on this memorandum as confirmation that HCD, along with the following agencies, are aligned in supporting and enforcing this prioritization. We appreciate their continued partnership as we work urgently to connect Californians displaced by the 2025 Los Angeles County wildfires with safe, affordable housing.

- California Tax Credit Allocation Committee (CTCAC)
- California Debt Limit Allocation Committee (CDLAC)
- Los Angeles County Development Authority (LACDA)
- Los Angeles Housing Department (LAHD)
- City of Pasadena

In August 2025, CTCAC adopted emergency regulations to make clear that all owners and property managers shall comply with any federal, state, or local laws, rules, or policies that require a tenant waitlist priority for households displaced and experiencing homelessness due to a Presidentially declared disaster under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 USC 5121 et seq.) or State of Emergency declared by the Governor of California in accordance with the State Constitution and the California Emergency Services Act (Gov. Code, § 8550 et seq.).

Effective coordination among state and local agencies is essential to ensure that prioritization for households impacted by wildfires is applied consistently across all HCD-funded properties in Los Angeles County. This memorandum should be retained at each HCD-funded development and shared with all relevant staff and leasing agents. This memorandum is also being transmitted to the Executive Directors of the above-listed state and local agencies to support aligned implementation across jurisdictions.

Questions

Please refer to the following resources for additional guidance:

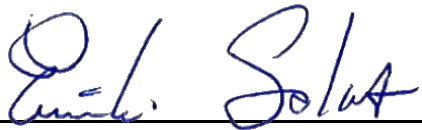
- [Administrative Notice DSFA 25-03 amended March 16, 2026](#)
- [HCD flyer entitled "Housing Priority for Wildfire Survivors in Los Angeles County"](#)
- [HCD's Reporting and Compliance: Loan Programs](#) webpage

For questions regarding implementation or documentation, please contact your assigned HCD representative or email AMCBranch@hcd.ca.gov.

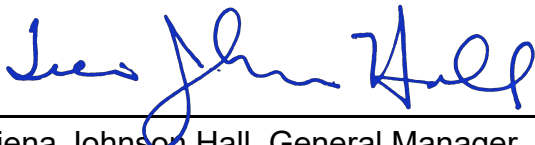
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