



NAHMA Communities of Quality® (COQ) Process Flowchart

Apply

- Collect data and documentation and complete the self-scoring COQ application
- Scan application and documents and submit to your local AHMA with application fee

Promote

- Receive COQ
 Welcome Kit and
 promote your
 accomplishment
- Promote your property with a COQ Digital Smart Badge!

Awards

 If you have a 325+ point property, enter NAHMA's annual national COQ Awards contest in the fall

Partner

•Earn COQ
recognition for
more than half of
your managment
company portfolio
and become
recognized as a COQ
Corporate Partner

Renew

 Every two years, submit the COQ Renewal Application to maintain your recognition

More helpful hints for each step listed above:

- 1) APPLY: Visit https://www.nahma.org/awards-contests/communities-of-quality/national-recognition-program/ for an application, as well as electronic (scanning) submission guidelines, video tutorial, frequently asked questions and additional program information.
- 2) PROMOTE: A complete COQ Welcome kit will be mailed to the property contact, and congratulatory letters will be mailed to representatives at the management company and owner. The Welcome Kit will contain a sample press release, draft letters to congressional representatives, and details on COQ promotional products such as banners and signs all helpful in celebrating your significant accomplishment as a Community of Quality! A key way to promote your property is with a COQ Digital Smart Badge visit https://www.nahma.org/awards-contests/communities-of-quality/national-recognition-program/ for more details!
- 3) AWARDS: NAHMA's annual national COQ awards contest entry form is posted by June each year at https://www.nahma.org/awards-contests/communities-of-quality/, under the "Awards" header. Eligible properties that have not yet won a national COQ award are welcome to reenter the contest each year; however, previous national award winners are not eligible to re-compete.
- **4) PARTNER:** The portfolio calculation can be based on either number of units or number of properties managed in the company's affordable portfolio and is self-reported. This designation was created specifically to honor management companies that successfully maintain a significant portion of their properties to the high standards of the COQ National Recognition program.
- **5) RENEW:** Don't let your valuable accomplishment expire renew your COQ recognition every two years by submitting the renewal application posted to https://www.nahma.org/awards-contests/communities-of-quality/national-recognition-program/.

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