Application FAQ
(As of 12/17/2021)

Does the Commission use the Combined Funders' Application for this program? **No**

If we have a "boost" which puts the TDC is over the standard TDC limit – do we need to put in a TDC waiver? **Yes**

If we are submitting before December 31 because we are losing our QCT/DDA status at year's end, do we need to do the pre-application? **No**

Can we submit our TDC waiver after January 9**? Yes, but – if you submit after January 9, you run the risk that you will not receive your waiver in time to adjust your pro forma/sources and uses before the application date. If you submit your TDC waiver <u>with</u> your application, and your waiver request is rejected, you may have your application rejected.**

If we are losing your QCT/DDA status at year end, what should we submit for the application to be "complete" from the Commission's perspective? (Please note, the tax credit investor and/or other important party to your transaction may have different answers.)

- **Any documentation related to federal requirements: for example, must have market study (appraisal may be waived with approval).**
- **Identification of the site – and this can't change. Contact us if the site has multiple addresses or no address yet assigned by the local jurisdiction.**
- **Any documentation related to threshold – CRP for example.**
- **Documentation of Financing Team.**
- **LOI from lender and tax credit investor.**
- **Any documentation backing up how the project scores.**
- **Application fee.**

Please contact staff if you are unable to provide these items by the time of submittal.

Which ESDS should we use? **The most recent one – 4.0.**

We have more sources than are accounted for in the number of columns in the application – what should we do? **You can't insert additional columns, as specific cells go to specific places in our database. The Commission mainly wants to know about how you plan to use your tax-exempt bonds and tax credits. Please have a separate column for taxable bonds/conventional loan, special funds like the**

Evergreen Fund or Amazon's Housing Equity fund, and then you can combine any public funds into a single column, for example. Contact us if you have further questions.

We think we are CBO – are we? **If the developer plans to take ANY points in section 4.5 it needs to submit Section 1 of community engagement response form, 60 days in advance. Criteria for CBO qualification include relationships with leaders and/or organizations in the community; activities or services conducted in the community beyond provision of housing; proximity of project decision-makers to the community. If 20 random community members were surveyed, would they know who your organization is and what it does?**

Can one project receive points under both Section 4.5.1- CBO Ownership, and Section 4.5.2- CBO Inclusion? **Yes, they are two different categories. 4.5.1 is about LONG TERM ownership, and 4.5.2 is about initial involvement in the project.**

Under Section 4.5.1, CBO Ownership, are the points under Section B stackable? **Yes, they are. A project may be awarded points for all the options under Section B for a total of 8 points.**

Who is the "community' for a rehab project? Is it different from a new production project? **Yes. In a rehab project, the primary community is the current residents of the building.**

If the sponsor is itself a CBO and conducts their own community engagement process, is it eligible for 2 points under section 4.5.3? **Yes, provided the sponsor qualifies as a CBO.**

Under Section 4.5.3.2, what is necessary for a project to be awarded one point for a "service provider partnership." **Space in the building must be designated for the service provider. If there are special circumstances, please contact staff.**

How should an applicant demonstrate that the results of community input are implemented into the development? **In the Community Engagement Response Form narrative, developer must present the plan for community engagement, including the decisions remaining in the development over which the community can have influence, and the developer's plan to implement input from the community engagement.**