



## Low Income Housing Tax Credit (LIHTC) FY2016

To ensure expedited review of your application, **attach copies of the following items to your completed Low Income Housing Tax Credit (LIHTC) – 2016**. Additional documentation may be requested by the local government participant as needed to determine program eligibility and specific assistance amounts. The Application Deadline is 90-days prior to State deadline. For projects requesting City owned land as a part of the project, applications should be turned in 120-days days prior to the LIHTC State deadline.

Low Income Housing Tax Credit (LIHTC) – FY2016	
<input type="checkbox"/>	Completed and executed Application
<input type="checkbox"/>	Site Plan, building elevation, floor plans & description of exterior materials
<input type="checkbox"/>	Budget Summary
<input type="checkbox"/>	Sources and Uses
<input type="checkbox"/>	Financial commitments, construction and permanent, for all sources of funds other than CDBG Supplemental
<input type="checkbox"/>	Proforma with an overall debt coverage ratio between 1.15 and 1.35 (15-year projection)
<input type="checkbox"/>	Description of any City financial assistance needed to make the project feasible (include dollar amount needed as well as amount needed to maximize scoring based on the QAP)
<input type="checkbox"/>	Information regarding LEED, HERS, GreenStreets or other green building/energy efficiency techniques that will be used.
<input type="checkbox"/>	Site control (not ownership) for each lot in the project. Include property addresses and legal descriptions
<input type="checkbox"/>	Letters of support from Neighborhood Association, adjacent property owners, & other entities who will be affected by the project.
<input type="checkbox"/>	Resumes of Key Development Team members
<input type="checkbox"/>	List of known development team members showing roles and responsibilities and contact information
<input type="checkbox"/>	Documentation of Non-profit status, as applicable
<input type="checkbox"/>	Project Timeline including detailed construction timeline.
<input type="checkbox"/>	Completed current year "Section 42 Form" for computing property valuation on Net Operating Income (NOI)