



Housing Tax Credits Design Standards/Review Process Certification

Instructions: Required for 4% and 9% Housing Tax Credit projects without other Minnesota Housing funding. Submit at application, carryover (if applicable), and for recertification at project completion (prior to issuance of IRS Form 8609).

Development Information

Development Name: _____

Development Location: _____

Applicable Allocation Year(s): _____

Definitions

- **Architect** referred to herein shall be the Owner's Architect, Borrower's Architect, Developer's Architect, or Architect of Record
- **Owner** referred to herein shall be the Owner, Borrower, or Developer

Certification (indicate with checked box applicable submittal phase)

Application Submittal Phase

Carryover Submittal Phase (if applicable)

The Architect and the Owner, hereby certify to the Minnesota Housing Finance Agency (Minnesota Housing) that all design will be incorporated into the development as identified in Minnesota Housing's Rental Housing Design/Construction Standards (RHD/CS), particularly *Chapter 5 - Housing Tax Credit (Only) Design and Construction Standards*, for the applicable allocation year(s) identified above.

The Architect and Owner agree to submit plans/specifications, applicable environmental information, up-to-date Intended Methods Worksheet, construction administration submittals, and all other submittals noted in Chapter 5 of the RHD/CS.

Project Completion Submittal Phase/IRS Form 8609 Submittal Phase

The Architect and the Owner hereby certify to Minnesota Housing that all design requirements have been incorporated into the development as identified in Minnesota Housing's (RHD/CS), particularly *Chapter 5 - Housing Tax Credit (Only) Design and Construction Standards*, for the applicable allocation year(s) identified above.

The Architect and/or Owner have submitted an up-to-date Intended Methods Worksheet, Certificate of Substantial Completion, Certificate of Occupancy (or proof permits are closed for rehabilitation), environmental close-out documentation, and other submittals or information for this project as requested by Minnesota Housing per the Chapter 5 of the RHD/CS.

The Architect and the Owner understand that those design features, which allowed the additional points for the benefit of the development's selection, will not be forgiven without written permission by Minnesota Housing.

This certification shall be submitted to Minnesota Housing after being signed and dated by the Architect and the Owner at each applicable submittal phase noted above.

The following signatures provide a written commitment demonstrating that all parties involved in the execution and delivery of this project/development certify that they have read Chapter 5 of Minnesota Housing's Rental Housing Design/Construction Standards, understand its requirements, and agree to comply with those requirements.

ARCHITECT

OWNER

Firm Name

Firm Name

Printed Name

Printed Name

Signature

Signature

Date

Date