



**CALIFORNIA TAX CREDIT ALLOCATION COMMITTEE**  
**2014 COMPETITIVE 9% APPLICATION FOR LOW-INCOME HOUSING TAX CREDITS**  
January 31, 2014 Version

**II. APPLICATION - SECTION 1: APPLICANT STATEMENT, CERTIFICATION AND NOTARY**

**APPLICANT:** Core Affordable Housing, LLC

**PROJECT NAME:** Willow Housing, LP

**PLEASE INCLUDE APPLICATION FEE WITH APPLICATION SUBMISSION**

Cashier's Check Only

The undersigned applicant hereby makes application to the California Tax Credit Allocation Committee ("TCAC") for a reservation of Federal, or Federal and State Low-Income Housing Tax Credits ("Credits") in the amount(s) of:

\$973,240 annual Federal Credits, and

\$3,791,844 total State Credits

for the purpose of providing low-income rental housing as herein described. I understand that Credit amount(s) preliminarily reserved for this project, if any, may be adjusted over time based upon changing project costs and financial feasibility analyses which TCAC is required to perform on at least three occasions.

I agree it is my responsibility to provide TCAC with the original complete application and the Local Reviewing Agency an exact copy of the application. I agree that I have included a letter from the local government and the appropriate Local Reviewing Agency of the jurisdiction in which the project is located identifying the agency designated as the Local Reviewing Agency for the Tax Credit Allocation Committee. I agree that it is also my responsibility to provide such other information as TCAC requests as necessary to evaluate my application. I represent that if a reservation or allocation of Credit is made as a result of this application, I will also furnish promptly such other supporting information and documents as may be requested. I understand that TCAC may verify information provided and analyze materials submitted as well as conduct its own investigation to evaluate the application. I recognize that I have an affirmative duty to inform TCAC when any information in the application or supplemental materials is no longer true and to supply TCAC with the latest and accurate information.

I acknowledge that if I receive a reservation of Tax Credits, I will be required to submit requisite documentation at each of the following stages: for a carryover allocation; for readiness to proceed requirements, if applicable; and after the project is placed-in-service.

I represent I have read Section 42 of the Internal Revenue Code (IRC) pertaining to Federal Tax Credits, and if applying for State Tax Credits, I represent I have also read California Health and Safety Code Sections 50199.4 et seq. and California Revenue and Taxation Code Sections 12206, 17058, and 23610.5 pertaining to the State Tax Credit program. I understand that the Federal and State Tax Credit programs are complex and involve long-term maintenance of housing for qualified low-income households. I acknowledge that TCAC has recommended that I seek advice from my own tax attorney or tax advisor.

I represent that I have read and understand the requirements set forth in Regulation Section 10322(j) pertaining to re-applications for Credit.

I certify that I have read and understand the provisions of Sections 10322(a) through (g). No additional documents in support of the basic thresholds or point selection categories shall be accepted from the sponsor beyond the application filing deadline, unless the Executive Director, at his or her sole discretion, determines that the deficiency is a clear reproduction or application assembly error, or an obviously transposed number. In such cases, applicants shall be given up to five (5) business days from the date of receipt of staff notification, to submit said documents to complete the application. For threshold omissions other than reproduction or assembly errors, the Executive Director may request additional clarifying information from other government entities.

I agree to hold TCAC, its members, officers, agents, and employees harmless from any matters arising out of or related to the Credit programs.

I agree that TCAC will determine the Credit amount to comply with requirements of IRC Section 42 but that TCAC in no way warrants the feasibility or viability of the project to anyone for any purpose. I acknowledge that TCAC makes no representation regarding the effect of any tax Credit which may be allocated and makes no representation regarding the ability to claim any Credit which may be allocated.

I acknowledge that all materials and requirements are subject to change by enactment of federal or state legislation or promulgation of regulations.

In carrying out the development and operation of the project, I agree to comply with all applicable federal and state laws regarding unlawful discrimination and will abide by all Credit program requirements, rules, and regulations.

I acknowledge that neither the Federal nor the State Tax Credit programs are entitlement programs and that my application will be evaluated based on the Credit statutes, regulations, and the Qualified Allocation Plan adopted by TCAC which identify the priorities and other standards which will be employed to evaluate applications.

I acknowledge that a reservation of Federal or State Tax Credits does not guarantee that the project will qualify for Tax Credits. Both Federal law and the state law require that various requirements be met on an ongoing basis. I agree that compliance with these requirements is the responsibility of the applicant.

I acknowledge that the information submitted to TCAC in this application or supplemental thereto may be subject to the Public Records Act or other disclosure. I understand that TCAC may make such information public.

I acknowledge that if I obtain an allocation of Federal and/or State Tax Credits, I will be required to enter into a regulatory agreement which will contain, among other things, all the conditions under which the Credits were provided including the selection criteria delineated in this application.

I declare under penalty of perjury that the information contained in the application, exhibits, attachments, and any further or supplemental documentation is true and correct to the best of my knowledge and belief. I certify and guarantee that each item identified in TCAC's minimum construction standards will be incorporated into the design of the project, unless a waiver has been approved by TCAC. I certify that, when requesting a threshold basis increase for development impact fees, the impact fee amounts are accurate as of the application date. In an application proposing rehabilitation work, I certify that all necessary work identified in the Capital Needs Assessment, including the immediate needs listed in the report, will be performed (unless a waiver is granted) prior to the project's rehabilitation completion. I certify and guarantee that the application meets each item of the applicable housing type requirement, as identified by TCAC regulation. I certify and guarantee that any tenant services proposed under TCAC Regulation Section 10325(c)(5)(B) will be available within 6 months of the project's placed in service date, will be of a regular and ongoing nature and provided to tenants for a period of at least 10 years, free of charge (except child care). I understand that misrepresentation may result in cancellation of Tax Credit reservation, notification of the Internal Revenue Service and the Franchise Tax Board, and other actions which TCAC is authorized to take pursuant to California Health and Safety Code Section 50199.22 and negative points per Regulation Section 10325(c)(3) or under general authority of state law.

I certify that I believe that the project can be completed within the development budget and the development timetable set forth (which timetable is in conformance with TCAC rules and regulations) and can be operated in the manner proposed within the operating budget set forth.

I further certify that more than 10% of the project's total reasonably expected basis cost will be incurred and the land acquired by the date specified in the reservation preliminary or final letter.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014 at \_\_\_\_\_, California.

By \_\_\_\_\_  
(Original Signature)

\_\_\_\_\_  
(Typed or printed name)

\_\_\_\_\_  
(Title)

ACKNOWLEDGMENT

STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ )

On \_\_\_\_\_ before me, \_\_\_\_\_, personally appeared \_\_\_\_\_

\_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

Local Jurisdiction:	City of Menlo Park
City Manager:	Ian McIntyre (Asst Cty Mgr: Starla Jerome-Robinson) *
Title:	City Manager
Mailing Address:	701 Laurel St.
City:	Menlo Park
Zip Code:	94025
Phone Number:	650-330-6610 Ext. _____
FAX Number:	650-328-7935
E-mail:	admcintyre@menlopark.org

\* For City Manager, please refer to the following the website below:  
<http://events.cacities.org/CGI-SHL/TWSERVER.EXE/RUN:MEMLOOK>

## II. APPLICATION - SECTION 2: GENERAL AND SUMMARY INFORMATION

### A. Application Type

Application type: Preliminary Reservation  
Prior application was submitted but not selected? No  
If yes, enter application number: TCAC # CA -            -             
Has credit previously been awarded? No  
Is this project a Re-syndication of a current TCAC project? No  
If yes to either question above, enter the current application number and the amount currently allocated and being returned, if applicable:  
TCAC # CA -            -            For re-syndications, refer to Regulation Section 10322(k)  
Federal Credit:            for acquisition credit limitations.  
State Credit:             
If State Credit is requested, is this State Farmworker Credit? No

### B. Project Information

Project Name: Willow Housing, LP  
Site Address: 605 Willow Road  
If address is not established, enter detailed description (i.e. NW corner of 26th and Elm)  
This is a new address recently established for the approximately 2 acre portion of the VA Medical Center, with address 795 Willow Road, Menlo Park 94025  
City: Menlo Park County: San Mateo  
Zip Code: 94025 Census Tract: 6139.00  
Assessor's Parcel Number(s): 062-470-050  
Project is located in a DDA: Yes  
Project is located in a Qualified Census Tract: No \*Federal Congressional District: 18  
Project is DDA/QCT but requesting State Credits: Yes \*State Assembly District: 24  
Special Needs with 130% basis & State Credits: No \*State Senate District: 13  
Project is a Scattered Site Project: No  
If yes, all sites within a 5-mile diameter range: N/A

\*Accurate information is essential; the following website is provided for reference:  
<http://www.congress.org/congressorg/dbq/officials/>

### C. Credit Amount Requested (If State Credit Request, Reg. Sects. 10317 & 10322(h)(33))

<u>Federal and State</u>	<u>\$973,240</u>	<u>\$3,791,844</u>
	(federal)	(state)

\*Applicants that selected the option for State credit substitution can still elect to mark Federal only Credits.

### D. Federal Minimum Set-Aside Election (IRC Section 42(g)(1))

40%/60%

### E. Set-Aside Selection (Reg. Section 10315(a)-(e))

Special Needs/SRO

### F. Housing Type Selection (Reg. Sections 10315(g) & 10325(g))

Single Room Occupancy

If you selected Special Needs please list the percentage of Special Needs Units:           

If between 50% and 75%, please specify other housing type construction standards that will be met:

          

### G. Geographic Area (Reg. Section 10315(h))

Please select your geographic area:

South and West Bay Region: San Mateo and Santa Clara Counties

## II. APPLICATION - SECTION 3: APPLICANT INFORMATION

**A. Identify Applicant**

Applicant is the current owner and will retain ownership: N/A  
 Applicant will be or is a general partner in the to be formed or formed final ownership entity: N/A  
 Applicant is the project developer and will be part of the final ownership entity for the project: Yes  
 Applicant is the project developer and will not be part of the final ownership entity for the project: N/A

**B. Applicant Contact Information**

Applicant Name: Core Affordable Housing, LLC  
 Street Address: 470 S. Market St.  
 City: San Jose State: CA Zip Code: 95113  
 Contact Person: Darci Palmer  
 Phone: 408-292-7841 Ext.: 42 Fax: 408-292-0339  
 Email: dpalmer@thecorecompanies.com

**C. Legal Status of Applicant:**

Other Parent Company: \_\_\_\_\_  
 If Other, Specify: Limited Liability Company

**D. General Partner(s) Information**

**D(1) General Partner Name:** Core Willow, LLC  
 Street Address: 470 S. Market St.  
 City: San Jose State: CA Zip Code: 95113  
 Contact Person: Chris Neale  
 Phone: 408-292-7841 Ext.: 16 Fax: 408-292-0339  
 Email: cneale@thecorecompanies.com  
 Nonprofit/For Profit: For Profit Parent Company: Core Affordable Housing, LLC

**D(2) General Partner Name:** To be formed Willow EAH, LLC or similar  
 Street Address: 2169 Francisco Blvd Suite B  
 City: San Rafael State: CA Zip Code: 94901  
 Contact Person: Matthew Steinle  
 Phone: 415-295-8821 Ext.: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: msteinle@eahhousing.org  
 Nonprofit/For Profit: Nonprofit Parent Company: Cecilia Place Homes

**D(3) General Partner Name:** \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Nonprofit/For Profit: (select one) Parent Company: \_\_\_\_\_

**E. General Partner(s) or Principal Owner(s) Type** Joint Venture

**F. Status of Ownership Entity**

currently exists If to be formed, enter date: \_\_\_\_\_  
 \*(Federal I.D. No. must be obtained prior to submitting carryover allocation package)

**G. Contact Person During Application Process**

Company Name: Core Affordable Housing, LLC  
 Street Address: 470 S. Market St.  
 City: San Jose State: CA Zip Code: 95113  
 Contact Person: Darci Palmer  
 Phone: 408-292-7841 Ext.: 42 Fax: 408-292-0339  
 Email: dpalmer@thecorecompanies.com  
 Participatory Role: Project Manager, Staff of GP / Developer  
 (e.g., General Partner, Consultant, etc.)

## II. APPLICATION - SECTION 4: DEVELOPMENT TEAM INFORMATION

### A. Indicate and List All Development Team Members

<p>Developer: <u>Core Affordable Housing, LLC</u>            Address: <u>470 S. Market St.</u>            City, State, Zip: <u>San Jose, CA 95113</u>            Contact Person: <u>Christopher Neale</u>            Phone: <u>408-292-7841</u> Ext.: <u>16</u>            Fax: <u>408-292-0339</u>            Email: <u>cneale@thecorecompanies.com</u></p>	<p>Architect: <u>VTBS Architects</u>            Address: <u>100 W. San Fernando St., Su. 595</u>            City, State, Zip: <u>San Jose, CA 95113</u>            Contact Person: <u>Jim Yee</u>            Phone: <u>408 537-0532</u> Ext.: <u></u>            Fax: <u>408 537-0535</u>            Email: <u>jyee@vtbs.com</u></p>
<p>Attorney: <u>Cox Castle Nicholson</u>            Address: <u>555 California St. 10th Floor</u>            City, State, Zip: <u>San Francisco, CA 94104</u>            Contact Person: <u>Lisa Weil</u>            Phone: <u>415-262-5175</u> Ext.: <u></u>            Fax: <u>(415) 262-5199</u>            Email: <u>lweil@coxcastle.com</u></p>	<p>General Contractor: <u>Core General Contractor, Inc.</u>            Address: <u>470 S. Market St.</u>            City, State, Zip: <u>San Jose, CA 95113</u>            Contact Person: <u>Jim Feeley</u>            Phone: <u>408-293-9728</u> Ext.: <u></u>            Fax: <u>408-294-7659</u>            Email: <u>jfeeley@thecorecompanies.com</u></p>
<p>Tax Professional: <u>Cox Castle Nicholson</u>            Address: <u>555 California St. 10th Floor</u>            City, State, Zip: <u>San Francisco, CA 94104</u>            Contact Person: <u>Steve Ryan</u>            Phone: <u>415-262-5150</u> Ext.: <u></u>            Fax: <u>415-392-4250</u>            Email: <u>sryan@coxcastle.com</u></p>	<p>Energy Consultant: <u>Bright Green Strategies</u>            Address: <u>150 Felker St. #H</u>            City, State, Zip: <u>Santa Cruz, CA 95060</u>            Contact Person: <u>Pete Kennedy</u>            Phone: <u>831-454-9956</u> Ext.: <u></u>            Fax: <u>n/a</u>            Email: <u>pete@brightgreenstrategies.com</u></p>
<p>CPA: <u>Novogradac &amp; Co., LLP</u>            Address: <u>PO Box 7833</u>            City, State, Zip: <u>San Francisco, CA 94120</u>            Contact Person: <u>Jeff Nishita</u>            Phone: <u>(415) -356-8081</u> Ext.: <u></u>            Fax: <u>(415) 356-8001</u>            Email: <u>jeff.nishita@novoco.com</u></p>	<p>Investor: <u>NEF</u>            Address: <u>500 S. Grand Ave. Suite 2300</u>            City, State, Zip: <u>Los Angeles, CA 90071</u>            Contact Person: <u>Debbie Burkart</u>            Phone: <u>213-240-3133</u> Ext.: <u></u>            Fax: <u>N/A</u>            Email: <u>dburkart@nefinc.org</u></p>
<p>Consultant: <u></u>            Address: <u></u>            City, State, Zip: <u></u>            Contact Person: <u></u>            Phone: <u></u> Ext.: <u></u>            Fax: <u></u>            Email: <u></u></p>	<p>Market Analyst: <u>Novogradac &amp; Co., LLP</u>            Address: <u>7227 Metcalf Avenue, Suite 250</u>            City, State, Zip: <u>Overland Park, KS 66204</u>            Contact Person: <u>Rebecca Arthur</u>            Phone: <u>913-262-3500</u> Ext.: <u>15</u>            Fax: <u>913-262-3501</u>            Email: <u>rebecca.arthur@novoco.com</u></p>
<p>Appraiser: <u>The Fillmore Group</u>            Address: <u>555 Meridian Avenue, Suite C</u>            City, State, Zip: <u>San Jose, CA 95126</u>            Contact Person: <u>Jeffrey Fillmore</u>            Phone: <u>408.299.0444</u> Ext.: <u></u>            Fax: <u>408.299.0449</u>            Email: <u>jfillmore@fillmoregroup.com</u></p>	<p>Prop. Mgmt. Co.: <u>EAH Housing</u>            Address: <u>2169 Francisco Blvd Suite B</u>            City, State, Zip: <u>San Rafael, CA 94901</u>            Contact Person: <u>Dianna Ingle</u>            Phone: <u>(415) 295-8891</u> Ext.: <u></u>            Fax: <u>(415) 295-8991</u>            Email: <u>dianna.ingle@eahhousing.org</u></p>

CNA Consultant: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

2nd Prop. Mgmt Co.: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_



## II. APPLICATION - SECTION 5: PROJECT INFORMATION

**A. Type of Credit Requested**

New Construction (may include Adaptive Reuse)	<u>Yes</u>	If yes, will demolition of an existing structure be involved?	<u>No</u>
Rehabilitation-Only	<u>N/A</u>	If yes, will relocation of existing tenants be involved?	<u>N/A</u>
Acquisition & Rehabilitation	<u>N/A</u>	Is this an Adaptive Reuse project?	<u>No</u>
If yes, please consult TCAC staff to determine the applicable regulatory requirements (new construction or rehabilitation).			

**B. Acquisition and Rehabilitation/Rehabilitation-only Projects**

If requesting Acquisition Credit, will the acquisition meet the 10-year placed in service rule as required by IRC Sec. 42(d)(2)(B)(ii)? N/A

If no, will it meet the waiver conditions of IRC Sec. 42(d)(6)? N/A

Will the rehabilitation and/or the income and rent restrictions of Sec. 42 cause relocation of existing tenants? N/A

If yes, applicants must submit an explanation of relocation requirements, a detailed relocation plan including a budget with an identified funding source (see Checklist).

Age of Existing Structures		No. of Existing Buildings	
No. of Occupied Buildings		No. of Existing Units	
No. of Stories			
Current Use:			

**C. Purchase Information**

Name of Seller:	<u>Lessor: U.S. Dept. of Veterans Affairs</u>	Signatory of Seller:	<u>W. Todd Grams</u>
Date of Purchase Contract or Option:	<u>Dec. 27, 2011</u>	Purchased from Affiliate:	<u>No</u>
Expiration Date of Option:	<u>Dec. 27, 2016</u>	If yes, broker fee amount to affiliate?	
Purchase Price:	<u>donated lease</u>	Special Assessment(s):	
Phone:	<u>202-590-8793</u>	Ext.:	
Holding Costs per Month:	<u>none</u>	Historical Property/Site:	<u>No</u>
Real Estate Tax Rate:		Total Projected Holding Costs:	

**D. Project, Land, Building and Unit Information**

**Project Type**

Single Room Occupancy:	<u>Yes</u>	Single Family Home:	<u>N/A</u>
Detached 2, 3, or 4 Family:	<u>N/A</u>	Housing Cooperative:	<u>N/A</u>
Tenant Homeownership:	<u>N/A</u>	One or Two Story Garden:	<u>N/A</u>
Townhouse/Row House:	<u>N/A</u>	Condominium:	<u>N/A</u>
Inner City Infill Site:	<u>Yes</u>		
Two or More Story With an Elevator:	<u>Yes</u>	if yes, enter number of stories:	<u>2</u>
Two or More Story Without an Elevator:	<u>N/A</u>	if yes, enter number of stories:	
One or More Levels of Subterranean Parking:	<u>N/A</u>		
Other:	<u>(specify here)</u>		

**E. Land**

           x            Feet or 2.00 Acres 86,902 Square Feet  
If irregular, specify measurements in feet, acres, and square feet:

**F. Building Information**

Total Number of Buildings: 1 Residential Buildings: 1  
 Community Buildings:      Commercial/ Retail Space: N/A

If Commercial/ Retail Space, explain: *(include use, size, location, and purpose)*

    

Are Buildings on a Contiguous Site? Yes

If not Contiguous, do buildings meet the requirements of IRC Sec. 42(g)(7)? N/A

Do any buildings have 4 or fewer units? No

If yes, are any of the units to be occupied by the owner or  
 a person related to the owner (IRC Sec. 42(i)(3)(c))? N/A

**G. Project Unit Number and Square Footage**

Total number of units:	60
Total number of non-tax credit units (excluding managers' units) (i.e. market rate units):	
Total number of units (excluding managers' units):	59
Total number of low-income units:	59
Ratio of low-income units to total units (excluding managers' units):	100%
Total square footage of all residential units (excluding managers' units):	27,540
Total square footage of low-income units:	27,540
Ratio of low-income residential to total residential square footage (excluding managers' units):	100%
Applicable fraction, smaller of unit or square footage ratio (used on "Basis & Credits"):	100%
Total community room square footage:	2,196
Total commercial/ retail space square footage:	
Total common space square footage (including managers' units):	10,248
Total parking structure square footage (excludes car-ports and "tuck under" parking):	
<b>**Total Square Footage of All Project Structures (excluding commercial/retail):</b>	<b>39,984</b>

\*equals: "total square footage of all residential units" + "total community room square footage" + "total common space" + "total parking structure square footage")

<b>Total Project Cost per Unit</b>	\$491,662
<b>Total Residential Project Cost per Unit</b>	\$491,662
<b>Total Eligible Basis per Unit</b>	\$270,385

**H. Tenant Population Data**

Completion of this section is required. **The information requested in this section is for national data collection purposes, and is not intended for threshold and competitive scoring use;** however, the completed table should be consistent with information provided in the application and attachments.

Indicate the number of units anticipated for the following populations:

Homeless/formerly homeless	N/A
Transitional housing	N/A
Persons with physical, mental, development disabilities	N/A
Persons with HIV/AIDS	N/A
Transition age youth	N/A
Farmworker	N/A
Other: <u>35 PB VASH Vouchers to homeless/disabled veter</u>	<u>35</u>
Units w/ tenants of multiple disability type or subsidy layers, etc., briefly explain:	
For 4% federal applications only:	
Rural area consistent with TCAC methodology	N/A

## II. APPLICATION - SECTION 6: REQUIRED APPROVALS & DEVELOPMENT TIMETABLE

### A. Required Approvals Necessary to Begin Construction

	Approval Dates		
	Application Submittal	Estimated Approval	Actual Approval
Negative Declaration under CEQA			1/14/2014
NEPA			2/26/2014
Toxic Report			8/6/2012
Soils Report			2/14/2014
Coastal Commission Approval			N/A
Article 34 of State Constitution			N/A
Site Plan			2/13/2014
Design Review			2/13/2014
Conditional Use Permit Approved or Required			N/A
Variance Approved or Required			N/A

	Project and Site Information	
Current Land Use Designation	Public-Facilities	
Current Zoning and Maximum Density	Public-Facilities + Affordable Housing Overlay (30 du/acre)	
Proposed Zoning and Maximum Density	MF 30du/ac Allowed (Zoning Not Applicable per Fed Jurisdiction)	
Does this site have Inclusionary Zoning?	No	
Occupancy restrictions that run with the land due to CUP's or density bonuses?	Yes	Preference for low-income veterans, per VA Lease
Building Height Requirements	32'	
Required Parking Ratio	0.75	
Is site in a Redevelopment Area?	Yes	

**B. Development Timetable**

		Actual or Scheduled		
		Month	/	Year
<b>SITE</b>	Environmental Review Completed	2	/	2014
	Site Acquired	12	/	2011
<b>LOCAL PERMITS</b>	Conditional Use Permit	N/A	/	
	Variance	N/A	/	
	Site Plan Review	2	/	2014
	Grading Permit	11	/	2014
	Building Permit	11	/	2014
<b>CONSTRUCTION FINANCING</b>	Loan Application	2	/	2014
	Enforceable Commitment	2	/	2014
	Closing and Disbursement	11	/	2014
<b>PERMANENT FINANCING</b>	Loan Application	N/A	/	
	Enforceable Commitment	3	/	2014
	Closing and Disbursement	3	/	2016
<b>OTHER LOANS AND GRANTS</b>	Type and Source: <u>County of San Mateo HOME</u>	1	/	2013
	Application	1	/	2013
	Closing or Award	6	/	2013
	Type and Source: <u>County of San Mateo Affordable Housing</u>	10	/	2013
	Application	10	/	2013
	Closing or Award	12	/	2013
	Type and Source: <u>City of Menlo Park BMR Fund</u>	8	/	2012
	Application	8	/	2012
	Closing or Award	1	/	2014
	Type and Source: <u>(specify here)</u>	N/A	/	
	Application	N/A	/	
	Closing or Award	N/A	/	
	Type and Source: <u>(specify here)</u>	N/A	/	
	Application	N/A	/	
	Closing or Award	N/A	/	
	Type and Source: <u>(specify here)</u>	N/A	/	
	Application	N/A	/	
Closing or Award	N/A	/		
10% of Costs Incurred	5	/	2015	
Construction Start	11	/	2014	
Construction Completion	12	/	2015	
Placed In Service	12	/	2015	
Occupancy of All Low-Income Units	4	/	2016	

**III. PROJECT FINANCING SECTION 1: CONSTRUCTION FINANCING**

**A. Construction Financing**

**List Below All Projected Sources Required To Complete Construction**

Name of Lender/Source	Term (months)	Interest Rate	Amount of Funds
1) Citi Community Capital	30	2.16% var.	\$8,930,000
2) County of San Mateo HOME	660	3% Simple	\$375,000
3) County of San Mateo AHF	660	3% Simple	\$1,400,000
4) City of Menlo Park BMR Fund	660	1-4% Simple	\$2,860,000
5) NEF (Tax Credit Equity)	N/A	N/A	\$2,001,609
6) Dept. of Veterans Affairs (Land)	900		\$12,000,000
7) Deferred Uses During Construction			\$1,933,104
8)			
9)			
10)			
11)			
12)			
<b>Total Funds For Construction:</b>			<b>\$29,499,713</b>

1) Lender/Source: Citi Community Capital  
 Street Address: One Sansome St., 26th Floor  
 City: San Francisco, CA 94104  
 Contact Name: Merle Malakoff  
 Phone Number: 415-658-4309 Ext.:  
 Type of Financing: Construction Loan  
 Is the Lender/Source Committed? Yes

2) Lender/Source: County of San Mateo HOME  
 Street Address: 264 Harbor Blvd. Bldg. A  
 City: Belmont, CA 94002  
 Contact Name: Janet Stone  
 Phone Number: 650-802-3396 Ext.:  
 Type of Financing: Soft Public Loan  
 Is the Lender/Source Committed? Yes

3) Lender/Source: County of San Mateo AHF  
 Street Address: 264 Harbor Blvd. Bldg. A  
 City: Belmont, CA 94002  
 Contact Name: Janet Stone  
 Phone Number: 650-802-3396 Ext.:  
 Type of Financing: Soft Public Loan  
 Is the Lender/Source Committed? Yes

4) Lender/Source: City of Menlo Park BMR Fund  
 Street Address: 701 Laurel St.  
 City: Menlo Park, CA 94025  
 Contact Name: Starla Jerome-Robinson  
 Phone Number: 650-330-6617 Ext.:  
 Type of Financing: Soft Public Loan  
 Is the Lender/Source Committed? Yes

5) Lender/Source: NEF (Tax Credit Equity)  
 Street Address: 500 S. Grand Ave., Suite 2300  
 City: Los Angeles, CA 90071  
 Contact Name: Debbie Burkart  
 Phone Number: 213-240-3133 Ext.:  
 Type of Financing: Equity  
 Is the Lender/Source Committed? Yes

6) Lender/Source: Dept. of Veterans Affairs (Land)  
 Street Address: 810 Vermont Ave., NW  
 City: Washington, DC 20420  
 Contact Name: Kelli Emery  
 Phone Number: 202-590-8793 Ext.:  
 Type of Financing: Public Land Lease Donation  
 Is the Lender/Source Committed? Yes

7) Lender/Source: Deferred Uses During Construction  
 Street Address:  
 City:  
 Contact Name:  
 Phone Number: Ext.:  
 Type of Financing:  
 Is the Lender/Source Committed? No

8) Lender/Source:  
 Street Address:  
 City:  
 Contact Name:  
 Phone Number: Ext.:  
 Type of Financing:  
 Is the Lender/Source Committed? No

9) Lender/Source: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Ext.: \_\_\_\_\_  
Type of Financing: \_\_\_\_\_  
Is the Lender/Source Committed? No

10) Lender/Source: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Ext.: \_\_\_\_\_  
Type of Financing: \_\_\_\_\_  
Is the Lender/Source Committed? No

11) Lender/Source: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Ext.: \_\_\_\_\_  
Type of Financing: \_\_\_\_\_  
Is the Lender/Source Committed? No

12) Lender/Source: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Ext.: \_\_\_\_\_  
Type of Financing: \_\_\_\_\_  
Is the Lender/Source Committed? No

**III. PROJECT FINANCING SECTION 2: PERMANENT FINANCING**

**A. Permanent Financing**

**List Below All Projected Sources Required To Complete Construction**

Name of Lender/Source	Term (months)	Interest Rate	Residual Receipts / Deferred Pymt.	Annual Debt Service	Amount of Funds
1) County of San Mateo HOME	660	3.000%	Residual		\$375,000
2) County of San Mateo AHF	660	3.000%	Residual		\$1,400,000
3) City of Menlo Park BMR Fund	660	1-4%	Residual		\$2,860,000
4) Dept. of Veterans Affairs (Land)	900				\$12,000,000
5) Deferred Developer Fee	N/A	N/A	Deferred		\$25,654
6)					
7)					
8)					
9)					
10)					
11)					
12)					
<b>Total Permanent Financing:</b>					\$16,660,654
<b>Total Tax Credit Equity:</b>					\$12,839,059
<b>Total Sources of Project Funds:</b>					\$29,499,713

1) Lender/Source: County of San Mateo HOME  
 Street Address: 264 Harbor Blvd. Bldg. A  
 City: Belmont, CA 94002  
 Contact Name: Janet Stone  
 Phone Number: 650-802-3396 Ext.:  
 Type of Financing: Public Soft Loan  
 Is the Lender/Source Committed? Yes

2) Lender/Source: County of San Mateo AHF  
 Street Address: 264 Harbor Blvd. Bldg. A  
 City: Belmont, CA 94002  
 Contact Name: Janet Stone  
 Phone Number: 650-802-3396 Ext.:  
 Type of Financing: Public Soft Loan  
 Is the Lender/Source Committed? Yes

3) Lender/Source: City of Menlo Park BMR Fund  
 Street Address: 701 Laurel St.  
 City: Menlo Park, CA 94025  
 Contact Name: Starla Jerome-Robinson  
 Phone Number: 650-330-6617 Ext.:  
 Type of Financing: Public Soft Loan  
 Is the Lender/Source Committed? Yes

4) Lender/Source: Dept. of Veterans Affairs (Land)  
 Street Address: 810 Vermont Ave., NW  
 City: Washington, DC 20420  
 Contact Name: Kelli Emery  
 Phone Number: 202-590-8793 Ext.:  
 Type of Financing: Public Land Lease Donation  
 Is the Lender/Source Committed? Yes

5) Lender/Source: Deferred Developer Fee  
 Street Address: 470 S. Market St.  
 City: San Jose, CA 95113  
 Contact Name: Chris Neale  
 Phone Number: 408-292-7841 Ext.: 16  
 Type of Financing: Deferred Fee  
 Is the Lender/Source Committed? Yes

6) Lender/Source:  
 Street Address:  
 City:  
 Contact Name:  
 Phone Number: Ext.:  
 Type of Financing:  
 Is the Lender/Source Committed? No

7) Lender/Source:  
 Street Address:  
 City:  
 Contact Name:  
 Phone Number: Ext.:  
 Type of Financing:  
 Is the Lender/Source Committed? No

8) Lender/Source:  
 Street Address:  
 City:  
 Contact Name:  
 Phone Number: Ext.:  
 Type of Financing:  
 Is the Lender/Source Committed? No

9) Lender/Source: \_\_\_\_\_

10) Lender/Source: \_\_\_\_\_

Street Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Ext.: \_\_\_\_\_  
Type of Financing: \_\_\_\_\_  
Is the Lender/Source Committed? No

Street Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Ext.: \_\_\_\_\_  
Type of Financing: \_\_\_\_\_  
Is the Lender/Source Committed? No

11) Lender/Source: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Ext.: \_\_\_\_\_  
Type of Financing: \_\_\_\_\_  
Is the Lender/Source Committed? No

12) Lender/Source: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Ext.: \_\_\_\_\_  
Type of Financing: \_\_\_\_\_  
Is the Lender/Source Committed? No



**III. PROJECT FINANCING SECTION 3: INCOME INFORMATION**

**A. Low Income Units**

(a) Bedroom Type(s)	(b) Number of Units	(c) Proposed Monthly Rent (Less Utilities)	(d) Total Monthly Rents (b x c)	(e) Monthly Utility	(f) Monthly Rent Plus Utilities (c + e)	(g) % of Targeted Area Median Income	(h) % of Actual AMI
SRO/Studio	6	\$554	\$3,324	\$27	\$581	30%	30.0%
SRO/Studio	48	\$748	\$35,904	\$27	\$775	40%	40.0%
1 Bedroom	1	\$584	\$584	\$38	\$622	30%	30.0%
1 Bedroom	4	\$792	\$3,168	\$38	\$830	40%	40.0%
<b>Total # Units:</b>	59	<b>Total:</b>	\$42,980		<b>Average:</b>	38.8%	

**B. Manager Units**

State law requires an onsite manager's unit for projects with 16 or more residential units. TCAC Regulation Section 10327(f)(7)(L) requires at least 1 manager's unit for every 80 residential units. Special Needs projects may demonstrate 24-hour desk staffing in lieu of an onsite manager's unit.

(a) Bedroom Type(s)	(b) Number of Units	(c) Proposed Monthly Rent (Less Utilities)	(d) Total Monthly Rents (b x c)
2 Bedrooms	1	\$1,465	\$1,465
<b>Total # Units:</b>	1	<b>Total:</b>	\$1,465

No Special Needs project with 24-hour desk staffing

**C. Market Rate Units**

(a) Bedroom Type(s)	(b) Number of Units	(c) Proposed Monthly Rent (Less Utilities)	(d) Total Monthly Rents (b x c)
<b>Total # Units:</b>		<b>Total:</b>	

<b>Aggregate Monthly Rents For All Units:</b>	\$44,445
<b>Aggregate Annual Rents For All Units:</b>	\$533,340

**D. Rental Subsidy Income/Operating Subsidy**  
Complete spreadsheet "Subsidy Contract Calculation"

Number of Units Receiving Assistance:	35
Length of Contract (years):	15
Expiration Date of Contract:	12/31/2030
<b>Total Projected Annual Rental Subsidy:</b>	<b>\$134,964</b>

**E. Miscellaneous Income**

Annual Income from Laundry Facilities:	\$8,000
Annual Income from Vending Machines:	
Annual Interest Income:	
Other Annual Income: (specify here)	
<b>Total Miscellaneous Income:</b>	<b>\$8,000</b>
<b>Total Annual Potential Gross Income:</b>	<b>\$676,304</b>

**F. Monthly Resident Utility Allowance by Unit Size**  
(utility allowances must be itemized and must agree with the applicable utility allowance schedule)

	SRO / STUDIO	1 BR	2 BR	3 BR	4 BR	( ) BR
Space Heating:	\$9	\$13	\$16			
Water Heating:						
Cooking:	\$5	\$6	\$8			
Lighting:						
Electricity:	\$13	\$19	\$26			
Water:*						
Other: (specify here)						
<b>Total:</b>	<b>\$27</b>	<b>\$38</b>	<b>\$50</b>			

**\*PROJECTS PROPOSING UNITS WITH INDIVIDUAL WATER METERS MUST INCLUDE A WATER ALLOWANCE.**

**Name of PHA or California Energy Commission Providing Utility Allowances:**

Housing Authority of the County of San Mateo

**G. Annual Residential Operating Expenses**

<b>Administrative</b>	Advertising:	\$5,000
	Legal:	\$10,000
	Accounting/Audit:	\$13,100
	Security:	\$42,500
	Other: Misc Admin, Supplies, Equip	\$9,750
<b>Total Administrative:</b>		<b>\$80,350</b>

<b>Management</b>	<b>Total Management:</b>	<b>\$26,734</b>
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<b>Utilities</b>	Fuel:	
	Gas:	\$10,800
	Electricity:	\$14,400
	Water/Sewer:	\$64,800
	<b>Total Utilities:</b>	<b>\$90,000</b>

<b>Payroll / Payroll Taxes</b>	On-site Manager:	\$73,800
	Maintenance Personnel:	\$20,000
	Other: (specify here)	\$16,460
	<b>Total Payroll / Payroll Taxes:</b>	<b>\$110,260</b>
<b>Total Insurance:</b>		<b>\$12,000</b>

<b>Maintenance</b>	Painting:	\$11,000
	Repairs:	\$55,000
	Trash Removal:	\$12,000
	Exterminating:	\$4,000
	Grounds:	\$15,000
	Elevator:	\$2,500
	Other: Sprinkl/Fire/Security Monitoring	\$8,500
	<b>Total Maintenance:</b>	<b>\$108,000</b>

<b>Other Expenses</b>	Other: Offices Internet/IT/Phone/Cable	\$11,000
	Other: Compliance/Bookkeeping	\$7,200
	Other: Staff Training/Seminars	\$1,999
	Other: Nominal Lease Payment	\$1
	Other: (specify here)	
<b>Total Other Expenses:</b>		<b>\$20,200</b>

**Total Expenses**

<b>Total Annual Residential Operating Expenses:</b>	<b>\$447,544</b>
<b>Total Number of Units in the Project:</b>	<b>60</b>
<b>Total Annual Operating Expenses Per Unit:</b>	<b>\$7,459</b>
<b>Total 3-Month Operating Reserve:</b>	<b>\$138,811</b>
<b>Total Annual Internet Expense (site amenity election):</b>	<b>\$2,500</b> *
<b>Total Annual Services Amenities Budget (from project expenses):</b>	<b>\$25,200</b> *
<b>Total Annual Reserve for Replacement:</b>	<b>\$15,000</b> *
<b>Total Annual Real Estate Taxes:</b>	<b>\$2,000</b> *

\* Please include in the identified lines on **THIS** page and **NOT** on any of the line items on Page 18. Please note that these will still need to be included when determining the net cash flow in the 15 year proforma.

**H. Commercial Income\***

Total Annual Commercial/Non-Residential Revenue:	
Total Annual Commercial/Non-Residential Expenses:	
Total Annual Commercial/Non-Residential Debt Service:	
<b>Total Annual Commercial/Non-Residential Net Income:</b>	

\*The Sources and Uses Budget must separately detail apportioned amounts for residential and commercial space. Separate cash flow projections shall be provided for residential and commercial space. Income from the residential portion of a project shall not be used to support any negative cash flow of a commercial portion, and commercial income should not support the residential portion (Sections 10322(h)(14), (22); 10327(g)(7)).

**III. PROJECT FINANCING SECTION 4: LOAN AND GRANT SUBSIDIES**

**A. Inclusion/Exclusion From Eligible Basis**

Funding Sources If lender is not funding source, list source (HOME, CDBG, etc.) <b>NOT</b> lender.		Included in Eligible Basis Yes/No	Amount
HOME Investment Partnership Act (HOME)		N/A	
Community Development Block Grant (CDBG)		N/A	
RHS 514		N/A	
RHS 515		N/A	
RHS 516		N/A	
RHS 538		N/A	
HOPE VI		N/A	
McKinney-Vento Homeless Assistance Program		N/A	
MHSA		N/A	
MHP		N/A	
Redevelopment Set-aside Funds		N/A	
Taxable bond financing		N/A	
FHA Risk Sharing loan? No		N/A	
State: (specify here)		N/A	
Local: Affordable Housing Fund (County of San Mateo)		Yes	\$1,400,000
Private: (specify here)		N/A	
Other: Below Market Rate Fund (City of Menlo Park)		Yes	\$2,860,000
Other: HOME (County of San Mateo)		Yes	\$375,000
Other: (specify here)		N/A	

**B. Rental Subsidy Anticipated**

Indicate By Percent Of Units Affected, Any Rental Subsidy Expected To Be Available To The Project.

Approval Date:	13-Nov-13	Approval Date:	
Source:	ASH (Housing Authority)	Source:	
If Section 8:	Project-based vouchers	If Section 8:	(select one)
Percentage:	0.59%	Percentage:	
Units Subsidized:	35	Units Subsidized:	
Amount Per Year:	\$134,964	Amount Per Year:	
Total Subsidy:	\$2,024,460	Total Subsidy:	
Term:	15 years	Term:	

**C. Pre-Existing Subsidies** (Acq./Rehab. or Rehab-Only projects)

Indicate The Subsidy Amount For Any Of The Following Currently Utilized By The Project.

Sec 221(d)(3) BMIR:		RHS 514:	
HUD Sec 236:		RHS 515:	
If Section 236, IRP?	N/A	RHS 521 (rent subsidy):	
RHS 538:		State / Local:	
HUD Section 8:		Rent Sup / RAP:	
If Section 8:	(select one)		
HUD SHP:			
Will the subsidy continue?:	No	Other:	(specify here)
If yes enter amount:		Other amount:	

**III. PROJECT FINANCING SECTION 5: THRESHOLD BASIS LIMIT**

**A. Threshold Basis Limit**

Unit Size	Unit Basis Limit	No. of Units	(Basis) X (No. of Units)
SRO/STUDIO	\$190,391	54	\$10,281,114
1 Bedroom	\$219,519	5	\$1,097,595
2 Bedrooms	\$264,800	1	\$264,800
3 Bedrooms	\$338,944		
4+ Bedrooms	\$377,605		
<b>TOTAL UNADJUSTED THRESHOLD BASIS LIMIT:</b>		<b>60</b>	<b>\$11,643,509</b>
		<b>Yes/No</b>	
(a)	Plus (+) 20% basis adjustment for projects paid in whole or part out of public funds and required by a public awarding body to pay state or federal prevailing wages. List public awarding body(ies): Prevailing Wage Required by VA Lease & County Funds	Yes	\$2,328,702
(b)	Plus (+) 7% basis adjustment for new construction projects required to provide parking beneath residential units (not "tuck under" parking) or through construction of an on-site parking structure of two or more levels.	No	
(c)	Plus (+) 2% basis adjustment for projects where a day care center is part of the development.	No	
(d)	Plus (+) 2% basis adjustment for projects where 100 percent of the units are for Special Needs populations.	No	
(e)	Plus (+) up to 10% basis adjustment for projects applying under Section 10325 or Section 10326 of these regulations that include one or more of the features in the section: Item (e) Features.	No	
(f)	Plus (+) the lesser of the associated costs or up to a 15% basis adjustment for projects requiring seismic upgrading of existing structures, and/or projects requiring toxic or other environmental mitigation as certified by the project architect/ engineer +costs. If Yes, select type: N/A	No	
(g)	Plus (+) local development impact fees required to be paid to local government entities. Certification from local entities assessing fees also required.	Yes <small>Please Enter Amount:</small>	\$804,514
(h)	Plus (+) 10% basis adjustment for projects wherein at least 95% of the project's upper floor units are serviced by an elevator.	Yes	\$1,164,351
<b>TOTAL ADJUSTED THRESHOLD BASIS LIMIT:</b>			<b>\$15,941,076</b>

**HIGH COST TEST**

Total Eligible Basis

\$16,223,102

Percentage of the Adjusted Threshold Basis Limit

101.769%

**Based on information presented in this application, this project is not held to TCAC regulation requirements for high cost projects.**

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**ITEM (e) Features**

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**REVIEW REGULATION SECTION 10327(c)(5)(B) PRIOR TO COMPLETING THIS SECTION.  
THE OPTIONS BELOW ARE PRESENTED WITH ABRIDGED LANGUAGE.**

- N/A** 1 Project shall have onsite renewable generation estimated to produce 50% or more of annual electricity use (dwelling and common area meters combined). If combined available roof area is insufficient, project shall have onsite renewable generation based on at least 90% of the available solar accessible roof area. Threshold Basis Limit increase of 5%.
  
  - N/A** 2 Project shall have onsite renewable generation estimated to produce 75% or more of annual common area electricity use. If combined available roof area is insufficient, project shall have onsite renewable generation based on at least 90% of the available solar accessible roof area. Threshold Basis Limit increase of 2%.
  
  - N/A** 3 Newly constructed project buildings shall be 45% or more energy efficient than current Energy Efficiency Standards (CA Code of Regulations, Title 24, Part 6). Threshold Basis Limit increase of 4%.
  
  - N/A** 4 Rehabilitated project buildings shall have an 80% decrease in estimated annual energy use (or improvement in energy efficiency) in the HERS II post rehabilitation. Threshold Basis Limit increase 4%.
  
  - N/A** 5 Irrigated only with reclaimed water, greywater, or rainwater (excluding water used for community gardens). Threshold Basis Limit increase 1%.
  
  - N/A** 6 Community gardens of at least 60 square feet per unit. Permanent site improvements that provide a viable growing space within the project. Threshold Basis Limit increase 1%.
  
  - N/A** 7 Install bamboo, cork, salvaged or FSC-Certified wood, natural linoleum, natural rubber, or ceramic tile in all kitchens, living rooms, and bathrooms (where no VOC adhesives or backing is also used). Threshold Basis Limit increase 1%.
  
  - N/A** 8 Install bamboo, stained concrete, cork, salvaged or FSC-Certified wood, ceramic tile, or natural linoleum in all common areas. Threshold Basis Limit increase 2%.
  
  - N/A** 9 Meet all requirements of the U.S. Environmental Protection Agency Indoor Air Plus Program. Threshold Basis Limit increase 2%.
-

IV. SOURCES AND USES BUDGET	SECTION 1: SOURCES AND USES BUDGET				Permanent Sources												70% PVC for New Const/Rehab	30% PVC for Acquisition
	TOTAL PROJECT COST	RES. COST	COM'L. COST	TAX CREDIT EQUITY	1)County of San Mateo HOME	2)County of San Mateo AHF	3)City of Menlo Park BMR Fund	4)Dept. of Veterans Affairs (Land)	5)Deferred Developer Fee	6)	7)	8)	9)	10)	11)	12)		
<b>LAND COST/ACQUISITION</b>																		
1 Land Cost or Value	\$12,000,000	\$12,000,000						\$12,000,000									\$12,000,000	
2 Demolition	\$36,536	\$36,536		\$36,536													\$36,536	
Legal	\$55,000	\$55,000		\$55,000													\$55,000	
Land Lease Rent Prepayment																		
<b>1 Total Land Cost or Value</b>	<b>\$12,091,536</b>	<b>\$12,091,536</b>		<b>\$91,536</b>				<b>\$12,000,000</b>									<b>\$12,091,536</b>	
Existing Improvements Value																		
2 Off-Site Improvements	\$629,441	\$629,441		\$629,441													\$629,441	\$629,441
<b>Total Acquisition Cost</b>	<b>\$629,441</b>	<b>\$629,441</b>		<b>\$629,441</b>													<b>\$629,441</b>	
<b>Total Land Cost / Acquisition Cost</b>	<b>\$12,720,977</b>	<b>\$12,720,977</b>		<b>\$720,977</b>				<b>\$12,000,000</b>									<b>\$12,720,977</b>	
Predevelopment Interest/Holding Cost Assumed, Accrued Interest on Existing Debt (Rehab/Acq)																		
Other: (Specify)																		
<b>REHABILITATION</b>																		
Site Work																		
Structures																		
General Requirements																		
Contractor Overhead																		
Contractor Profit																		
Prevailing Wages																		
General Liability Insurance																		
Other: (Specify)																		
<b>Total Rehabilitation Costs</b>																		
<b>Total Relocation Expenses</b>																		
<b>NEW CONSTRUCTION</b>																		
Site Work	\$1,159,873	\$1,159,873		\$6,294		\$1,153,579											\$1,159,873	\$1,159,873
Structures	\$7,471,956	\$7,471,956		\$4,971,956		\$2,500,000											\$7,471,956	\$7,471,956
General Requirements	\$743,824	\$743,824		\$743,824													\$743,824	\$743,824
Contractor Overhead	\$185,956	\$185,956		\$185,956													\$185,956	\$185,956
Contractor Profit	\$371,912	\$371,912		\$371,912													\$371,912	\$371,912
Prevailing Wages																		
General Liability Insurance	\$174,000	\$174,000		\$174,000													\$174,000	\$174,000
Other: Construction Contingency	\$529,975	\$529,975		\$529,975				\$529,975									\$529,975	\$529,975
<b>Total New Construction Costs</b>	<b>\$10,637,496</b>	<b>\$10,637,496</b>		<b>\$6,983,917</b>		<b>\$1,153,579</b>		<b>\$2,500,000</b>									<b>\$10,637,496</b>	<b>\$10,637,496</b>
<b>ARCHITECTURAL FEES</b>																		
Design	\$408,300	\$408,300		\$408,300													\$408,300	\$408,300
Supervision																		
<b>Total Architectural Costs</b>	<b>\$408,300</b>	<b>\$408,300</b>		<b>\$408,300</b>													<b>\$408,300</b>	<b>\$408,300</b>
<b>Total Survey &amp; Engineering</b>	<b>\$621,421</b>	<b>\$621,421</b>				\$375,000		\$246,421									<b>\$621,421</b>	<b>\$621,421</b>
<b>CONSTRUCTION INTEREST &amp; FEES</b>																		
Construction Loan Interest	\$309,181	\$309,181		\$309,181													\$309,181	\$149,310
Origination Fee	\$89,300	\$89,300		\$89,300													\$89,300	\$89,300
Credit Enhancement/Application Fee	\$25,000	\$25,000		\$25,000													\$25,000	\$25,000
Bond Premium	\$70,000	\$70,000		\$70,000													\$70,000	\$70,000
Title & Recording	\$38,000	\$38,000		\$38,000													\$38,000	\$38,000
Taxes	\$144,000	\$144,000		\$144,000													\$144,000	\$144,000
Insurance																		
Other: Lender Inspections During Construction	\$18,000	\$18,000		\$18,000													\$18,000	\$18,000
Other: Finance Contingency	\$75,000	\$75,000		\$75,000													\$75,000	\$75,000
<b>Total Construction Interest &amp; Fees</b>	<b>\$768,481</b>	<b>\$768,481</b>		<b>\$768,481</b>													<b>\$768,481</b>	<b>\$608,610</b>
<b>PERMANENT FINANCING</b>																		
Loan Origination Fee																		
Credit Enhancement/Application Fee																		
Title & Recording																		
Taxes																		
Insurance	\$12,000	\$12,000		\$12,000													\$12,000	
Other: (Specify)																		
Other: (Specify)																		
<b>Total Permanent Financing Costs</b>	<b>\$12,000</b>	<b>\$12,000</b>		<b>\$12,000</b>													<b>\$12,000</b>	
<b>Subtotals Forward</b>	<b>\$25,168,675</b>	<b>\$25,168,675</b>		<b>\$8,893,675</b>	<b>\$375,000</b>	<b>\$1,400,000</b>		<b>\$2,500,000</b>	<b>\$12,000,000</b>								<b>\$25,168,675</b>	<b>\$12,905,268</b>



IV. SOURCES AND USES BUDGET	SECTION 1: SOURCES AND USES BUDGET				Permanent Sources												70% PVC for New Const/Rehab	30% PVC for Acquisition
	TOTAL PROJECT COST	RES. COST	COM'L. COST	TAX CREDIT EQUITY	1)County of San Mateo HOME	2)County of San Mateo AHF	3)City of Menlo Park BMR Fund	4)Dept. of Veterans Affairs (Land)	5)Deferred Developer Fee	6)	7)	8)	9)	10)	11)	12)		
<b>LEGAL FEES</b>																		
Lender Legal Paid by Applicant	\$40,000	\$40,000		\$40,000													\$40,000	\$40,000
Other: Borrower Legal	\$195,000	\$195,000		\$195,000													\$195,000	\$195,000
<b>Total Attorney Costs</b>	<b>\$235,000</b>	<b>\$235,000</b>		<b>\$235,000</b>													<b>\$235,000</b>	<b>\$235,000</b>
<b>RESERVES</b>																		
Rent Reserves																		
Capitalized Rent Reserves																		
3-Month Operating Reserve	\$138,811	\$138,811		\$138,811													\$138,811	
Other: Capitalized Services Reserve	\$500,000	\$500,000		\$500,000													\$500,000	
<b>Total Reserve Costs</b>	<b>\$638,811</b>	<b>\$638,811</b>		<b>\$638,811</b>													<b>\$638,811</b>	
<b>APPRAISAL</b>																		
<b>Total Appraisal Costs</b>	<b>\$12,000</b>	<b>\$12,000</b>		<b>\$12,000</b>													<b>\$12,000</b>	<b>\$12,000</b>
<b>Total Contingency Cost</b>																		
<b>OTHER PROJECT COSTS</b>																		
TCAC App/Allocation/Monitoring Fees	\$104,049	\$104,049		\$104,049													\$104,049	
Environmental Audit	\$13,500	\$13,500		\$13,500													\$13,500	\$13,500
Local Development Impact Fees	\$804,514	\$804,514		\$579,113		\$225,401		\$579,113									\$804,514	\$804,514
Permit Processing Fees	\$504,820	\$504,820		\$370,221		\$134,599											\$504,820	\$504,820
Capital Fees																		
Marketing	\$80,000	\$80,000		\$80,000													\$80,000	
Furnishings	\$150,000	\$150,000		\$150,000													\$150,000	\$150,000
Market Study	\$8,000	\$8,000		\$8,000													\$8,000	\$8,000
Accounting/Reimbursables	\$90,000	\$90,000		\$90,000													\$90,000	\$90,000
Soft Cost Contingency	\$100,000	\$100,000		\$100,000													\$100,000	\$100,000
Other: Additional Months Ops Reserve Per Syndicator (see App Notes)	\$130,861	\$130,861		\$130,861													\$130,861	
Other: Predev Loan Fees/Lender Legal	\$34,413	\$34,413		\$34,413													\$34,413	
Other: Predev Interest	\$25,070	\$25,070		\$25,070													\$25,070	
Other: (Specify)																		
<b>Total Other Costs</b>	<b>\$2,045,227</b>	<b>\$2,045,227</b>		<b>\$1,685,227</b>		<b>\$360,000</b>											<b>\$2,045,227</b>	<b>\$1,670,834</b>
<b>SUBTOTAL PROJECT COST</b>	<b>\$28,099,713</b>	<b>\$28,099,713</b>		<b>\$11,464,713</b>	<b>\$375,000</b>	<b>\$1,400,000</b>	<b>\$2,860,000</b>	<b>\$12,000,000</b>									<b>\$28,099,713</b>	<b>\$14,823,102</b>
<b>DEVELOPER COSTS</b>																		
Developer Overhead/Profit	\$1,400,000	\$1,400,000		\$1,374,346				\$25,654									\$1,400,000	\$1,400,000
Consultant/Processing Agent																		
Project Administration																		
Broker Fees Paid to a Related Party																		
Const. Oversight by Developer																		
Other: (Specify)																		
<b>Total Developer Costs</b>	<b>\$1,400,000</b>	<b>\$1,400,000</b>		<b>\$1,374,346</b>				<b>\$25,654</b>									<b>\$1,400,000</b>	<b>\$1,400,000</b>
<b>TOTAL PROJECT COST</b>	<b>\$29,499,713</b>	<b>\$29,499,713</b>		<b>\$12,839,059</b>	<b>\$375,000</b>	<b>\$1,400,000</b>	<b>\$2,860,000</b>	<b>\$12,000,000</b>	<b>\$25,654</b>								<b>\$29,499,713</b>	<b>\$16,223,102</b>

Note: Syndication Costs may not be included as a project cost. Calculate Maximum Developer Fee using the eligible basis subtotals.

DOUBLE CHECK AGAINST PERMANENT FINANCING TOTALS:      \$12,839,059      \$375,000      \$1,400,000      \$2,860,000      \$12,000,000      \$25,654

Bridge Loan Expense During Construction:      \$16,223,102

Total Eligible Basis:      \$16,223,102

<sup>1</sup> Required: evidence of land value (see Tab 1). TCAC will not accept a budget with a nominal land value. Please refer to TCAC Regulations and the application checklist for additional information and guidance. Land value must be included in Total Project Cost and Sources and Uses Budget (including donated or leased land).

<sup>2</sup> Required: include a detailed explanation of Demolition and Offsite Improvements requirements as well as a cost breakdown in Attachment 12, Construction and Design Description.

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**VI. POINTS SYSTEM - SECTION 1: POINTS SYSTEM**

**A maximum of 20 points shall be available in combining the cost efficiency, credit reduction, and public funds categories.**

**A. Cost Efficiency/Credit Reduction/Public Funds**

**Maximum 20 Points**

**A(1) Cost Efficiency**

**20 Points**

For new construction, at-risk development, or a substantial rehabilitation development where the hard costs of rehabilitation is at least \$40,000 per unit.

Make a selection: Not Applying for Cost Efficiency

Projects total eligible basis that is below the maximum calculated threshold basis limits, including permitted adjustments receives 1 point for each full % below the maximum permitted adjusted threshold basis limits.

- 1) Project's adjusted threshold basis limits: \_\_\_\_\_
- 2) Project's total eligible basis: \_\_\_\_\_
- 3) Difference in threshold basis limits: \_\_\_\_\_
- 4) Calculated percent below adjusted threshold basis limits: \_\_\_\_\_ **0%** (Rounded down to the nearest whole percent)

**Total Points for Cost Efficiency: 0**

**A(2) Credit Reduction**

**20 Points**

Credit Reduction: 5% (1 point for each full % that the qualified basis is reduced)

- 1) Total Qualified Basis: \$13,304,718
- 2) Credit Percent Reduction: 5%
- 3) Total Qualified Basis Reduction: \$665,236  
(This figure was rounded up to the nearest whole number on the worksheet "Basis & Credits")
- 4) Project's Total Adjusted Qualified Basis : \$12,639,482

**Total Points for Credit Reduction: 5**

**A(3) Public Funds Section**

**20 Points**

Total committed funds (including assumptions), fee waivers, or value of donated land  
**1 point** for each full % of Total Development Cost (TDC) **including the value of any donations or fee waivers**

<u>\$4,635,000</u>	<sup>1</sup> Federal, state or local funds
<u>\$0</u>	<sup>2</sup> Outstanding principal balances of prior existing public or subsidized debt
<u>\$0</u>	IRC 509(a)(1) local community foundation funds --does <b>NOT</b> include charitable foundations
<u>\$0</u>	Awarded AHP funds
<u>\$0</u>	Waiver of fees resulting in quantifiable cost savings and not required by federal or state law
<u>\$12,000,000</u>	<sup>3</sup> Land donated by a public entity, or land leased from a public entity
<u>\$0</u>	<sup>3</sup> Land donated as part of an inclusionary housing ordinance or other negotiated development agreements
<u>\$0</u>	<sup>4</sup> Public contributions of off-site costs
<u>\$0</u>	<sup>5</sup> Private "tranche B" loan points value --calculated in "Final Tie Breaker Self-Score" spreadsheet
Total committed funds, fee waivers, or value of donated land:	<u>\$16,635,000</u>
***Total project cost:	<u>\$29,499,713</u>
Percentage of funds versus TDC:	<u>56%</u> (rounded down)

<sup>1</sup> All loans must be "soft," having terms (or remaining terms) in excess of 15 years, and below market interest rates, interest accruals, or residual receipts payments for at least the first 15 years of their terms. The maximum below-market interest rate allowed for scoring purposes is 4% simple, or the applicable federal rate if compounding. RHS Section 514 and 515 financing is considered soft debt for purposes of scoring under this category. There must be conclusive evidence presented in the application that any new public funds have been firmly committed as stated in Regulation Section 10325(c)(1)(C). Please see also Checklist Items, Tab 1.

<sup>2</sup> If the principal balances of prior publicly funded or subsidized loans are to be assumed, documented approval of the loan assumption or other required procedure by the public agency holding the promissory note must be provided. Accrued interest recast as principal under a new loan agreement will not be considered in scoring. See also Checklist Items, Tabs 1 and 20.

<sup>3</sup> To receive points in this category, current land and building values must be supported by an independent, third party appraisal conducted within 1 year of the tax credit application and otherwise consistent with Regulation Section 10322(h)(9). Donated land value must be included in Total Project Cost and the Sources and Uses Budget. Evidence of land value is required (see Tab 1).

<sup>4</sup> Off-site costs must be documented as waived fees pursuant to a nexus study or must be developed by a sponsor as a condition of local approval. Please review Regulation Section 10325(c)(1)(C) for a more complete description of requirements.

<sup>5</sup> Private "tranche B" loans underwritten based on rent differentials attributable to rent subsidies. Calculate in **Final Tie Breaker Self-Score**.

<b>Total Points for Public Funds:</b>	<b>56</b>
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<b>Total Points for Cost Efficiency, Credit Reduction, &amp; Public Funds:</b>	<b>61</b>
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**B. General Partner and Management Company Characteristics**

**Maximum 9 Points**

**B(1) General Partner Experience**

**6 Points**

**General Partner Name:**

Core Willow, LLC

**Select from ONE of the following two options:**

7 or more projects in service over 3 years (6 Points)

**Special Needs housing type project opting for 7 project experience category:**

N/A

**For Special Needs housing type projects applying through the Nonprofit or Special Needs set-asides only:**

(select one if applicable)

**To qualify for this option, all projects must qualify as Special Needs.**

To receive points under this subsection for projects in existence for over 3 years from the filing deadline date, the applicant must submit a certification from a 3rd party certified public accountant (CPA) that the projects for which it is requesting points have maintained a positive operating cash flow from typical residential income alone (e.g. rents, rental subsidies, late fees, forfeited deposits, etc.) for the year in which each development's last financial statement has been prepared (which must be effective no more than one year prior to the application deadline) and have funded reserves in accordance with the partnership agreement and any applicable loan documents. This certification must list the specific projects for which the points are being requested. The CPA certification may be in the form of an agreed upon procedure report that includes funded reserves as of the report date, which shall be within 60 days of the application deadline. To obtain points for projects previously owned by the proposed general partner, a similar certification must be submitted with respect to the last full year of ownership by the proposed general partner, along with verification of the number of years that the project was owned by that general partner. This certification must list the specific projects for which the points are being requested.

<b>Total Points for General Partner Experience:</b>	<b>6</b>
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**B(2) Management Company Experience**

**3 Points**

Select from ONE of the following two options:

11 or more projects managed over 3 years (3 Points)

Special Needs housing type project opting for 11 project experience category:

N/A

For Special Needs housing type projects applying through the Nonprofit or Special Needs set-asides only:

(select one if applicable)

To qualify for this option, all projects must qualify as Special Needs.

**Management Company Name:**

EAH Housing

**Total Points for Management Company Experience: 3**

Points in subsections (A) and (B) above will be awarded in the highest applicable category and are not cumulative. For maximum points in either subsection (A) or (B) above, a completed application attachment for the general partner or for the management agent, respectively, must be provided. For points to be awarded in subsection (B), an enforceable management agreement executed by both parties for the subject application must be submitted at the time of application. "Projects" as used in this subsections (A) and (B) means multifamily, rental, affordable developments of over 10 units that are subject to a recorded regulatory agreement or, in the case of housing on tribal lands, where federal HUD funds have been utilized in affordable rental developments. General Partner and Management Company experience points may be given based on the experience of the principals involved, or on the experience of municipalities or other nonprofit entities that have experience but have formed single-asset entities for each project in which they have participated, notwithstanding that the entity itself would not otherwise be eligible for such points. Alternatively, a management company may receive 2 points if it provides evidence that the management agent assigned to the project, either on-site or with management responsibilities for the site, has been certified, prior to application deadline, by a housing tax credit certification examination by a nationally recognized housing tax credit compliance entity and be on a list maintained by the Committee. These points may substitute for other management company experience but will not be awarded in addition to such points.

General partners and management companies with fewer than two active LIHTC projects in California should refer to Regulation Section 10325(c)(2) and Checklist Items Tabs 21 and 22 for additional requirements.

**Total Points for General Partner & Management Company Experience: 9**

**C. Housing Needs**

**Maximum 10 Points**

Single Room Occupancy

**10 Points**

**Total Points for Housing Needs: 10**

**D. Site & Service Amenities**

**Maximum 25 Points**

**D(1) Site Amenities**

**Maximum 15 Points**

Amenities must be appropriate to the tenant population served. To receive points the amenity must be in place at the time of application, except under the Public School subsection as indicated in Regulation Section 10325(c)(5)(A)(5). The application must include a map scaled for distance using a standardized radius from the development site as determined by the Committee. Measurement from the project to a site must not include physical barriers. The map must show the distance of the site amenities from the development site. An application proposing a project located on multiple scattered sites (all sites within a five-mile diameter range) shall be scored proportionately in the site amenities based upon (i) each site's score, and (ii) the percentage of units represented by each site. Applicants must provide color photographs, a contact person and a contact telephone number for each requested site amenity. Any inaccurate information will be subject to negative points. No more than 15 points will be awarded in this category. Only one point award will be available in each of the subcategories (a-h) listed below. Amenities may include:

**a) Transit-Oriented Development Strategy**

- (i) Located where there is a transit station, rail station, commuter rail station, bus station, or public bus stop within 1/4 mile of the project site with service at least every 30 minutes during the hours of 7-9 a.m. and 4-6 p.m. Monday through Friday, and the project's density exceeds 25 units per acre. **7 Points**
- (ii) The project site is within 1/4 mile of a transit station, rail station, commuter rail station, bus station, or public bus stop with service at least every 30 minutes during the hours of 7-9 a.m. and 4-6 p.m. Monday through Friday. **6 Points**
- (iii) The project site is within 1/3 mile of a public bus stop or rail station with service at least every 30 minutes during the hours of 7-9 a.m. and 4-6 p.m. Monday through Friday. **5 Points**
- (iv) The project site is located within 1/4 mile of a regular public bus stop or a rapid transit system stop. (For rural set-aside projects, these points may be awarded where van or dial-a-ride service is provided to tenants.) **4 Points**
- (v) The project site is located within 1/3 mile of a regular public bus stop or rapid transit system stop. **3 Points**

Select one: (i)

A private bus or transit system providing free service may be substituted with prior approval from the CTCAC Executive Director. This prior approval must be received before the application deadline and the bus or transit system must meet the relevant headway and distance criteria stated above. If pre-approved, select applicable point category above.

<b>Total Points for Transit-Oriented Development Strategy Amenity:</b>	<b>7</b>
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**b) Public Park**

- (i) The site is within 1/4 mile of a public park (1/2 mile for Rural set-aside projects) (not including school grounds unless there is a bona fide, formal joint-use agreement between the jurisdiction responsible for the park's/recreation facilities and the school district providing availability to the general public of the school grounds and/or facilities) or a community center accessible to the general public. **3 Points**

Joint-use agreement (if yes, please provide a copy) N/A

- (ii) The site is within 1/2 mile (1 mile for Rural set-aside). **2 Points**

Select one: (i)

<b>Total Points for Public Park Amenity:</b>	<b>3</b>
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**c) Book-Lending Public Library**

- (i) The site is within 1/4 mile of a book-lending public library that also allows for inter-branch lending when in a multi-branch system (1/2 mile for Rural set-aside projects). **3 Points**
- (ii) The site is within 1/2 mile of a book-lending public library that also allows for inter-branch lending when in a multi-branch system (1 mile for Rural set-aside projects). **2 Points**

Select one: N/A

<b>Total Points for Public Library Amenity:</b>	<b>0</b>
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**d) Full-Scale Grocery Store, Supermarket, Neighborhood Market, or Farmers' Market**

Please refer to Checklist Items for supporting documentation requirements

- (i) The site is within 1/4 mile of a full scale grocery store/supermarket of at least 25,000 gross interior square feet where staples, fresh meat, and fresh produce are sold (1/2 mile for Rural set-aside projects). **5 Points**
- (ii) The site is within 1/2 mile of a full scale grocery store/supermarket of at least 25,000 gross interior square feet where staples, fresh meat, and fresh produce are sold (1 mile for Rural set-aside projects). **4 Points**
- (iii) The site is within 1.5 miles of a full scale grocery store/supermarket of at least 25,000 gross interior square feet where staples, fresh meat, and fresh produce are sold (3 miles for Rural set-aside projects). **3 Points**
- (iv) The site is within 1/4 mile of a neighborhood market of 5,000 gross interior square feet or more where staples, fresh meat, and fresh produce are sold (1/2 mile for Rural set-aside projects). **4 Points**
- (v) The site is within 1/2 mile of a neighborhood market of 5,000 gross interior square feet or more where staples, fresh meat, and fresh produce are sold (1 mile for Rural set-aside projects). **3 Points**
- (vi) The site is within 1/4 mile of a weekly farmers' market certified by the California Federation of Certified Farmers' Markets, and operating at least 5 months in a calendar year. **2 Points**
- (vii) The site is within 1/2 mile of a weekly farmers' market certified by the California Federation of Certified Farmers' Markets, and operating at least 5 months in a calendar year. **1 Point**

Select one: (iii)

<b>Total Points for Full-Scale Grocery Store/Supermarket or Convenience Market Amenity:</b>	<b>3</b>
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**e) Public Elementary, Middle, or High School**

- (i) For a qualifying development, the site is within 1/4 mile of a public elementary school; 1/2 mile of a public middle school; or 1 mile of a public high school (an additional 1/2 mile for each public school type for Rural set-aside projects), and the site is within the attendance area of that school. **3 Points**
- (ii) The site is within 3/4 mile of a public elementary school; 1 mile of a public middle school; or 1.5 miles of a public high school (an additional 1/2 mile for each public school type for Rural set-aside projects), and the site is within the attendance area of that school. **2 Points**

Select one: N/A

<b>Total Points for Public Elementary, Middle, or High School Amenity:</b>	<b>0</b>
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**f) Senior Developments: Daily Operated Senior Center**

(i) For a **senior development** the project site is within 1/4 mile of a daily operated senior center or a facility offering daily services to seniors (not on the project site) (1/2 mile for Rural set-aside). **3 Points**

(ii) The project site is within 1/2 mile of a daily operated senior center or a facility offering daily services to seniors (not on the project site) (1 mile for Rural Set-aside). **2 Points**

Select one: **N/A**

<b>Total Points for Daily Operated Senior Center Amenity:</b>	<b>0</b>
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**g) Special Needs or SRO Development: Population Specific Service Oriented Facility**

(i) For a **special needs or SRO development**, the site is located within 1/2 mile of a facility that operates to serve the population living in the development. **3 Points**

(ii) The project site is located within 1 mile of a facility that operates to serve the population living in the development. **2 Points**

Select one: **(i)**

<b>Total Points for Population Specific Service Oriented Facility Amenity:</b>	<b>3</b>
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**h) Medical Clinic or Hospital**

(i) The site is within 1/2 mile (1 mile for Rural Set-aside) of a qualifying medical clinic with a physician, physician's assistant, or nurse practitioner onsite for a minimum of 40 hours each week, or hospital (not merely a private doctor's office). **3 Points**

(ii) The site is within 1 mile (1.5 miles for Rural Set-aside) of a qualifying medical clinic with a physician, physician's assistant, or nurse practitioner onsite for a minimum of 40 hours each week, or hospital (not merely a private doctor's office). **2 Points**

Select one: **N/A**

<b>Total Points for Medical Clinic or Hospital Amenity:</b>	<b>0</b>
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**i) Pharmacy**

(i) The site is within 1/4 mile of a pharmacy (1/2 mile for Rural Set-aside). (This category may be combined with the other site amenities above). **2 Points**

(ii) The site is within 1/2 mile of a pharmacy (1 mile for Rural Set-aside). (This category may be combined with the other site amenities above). **1 Point**

Select one: **N/A**

<b>Total Points for Pharmacy:</b>	<b>0</b>
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**j) In-unit High Speed Internet Service**

(i) High speed internet service with a 768 kilobits/second capacity provided in each unit free of charge to the tenants for a minimum of 10 years, and available within 6 months of the project's placed-in-service date. If internet service is selected, it must be provided even if it is not needed for points. **2 Points**

(ii) **Rural set-aside only:** High speed internet service with a 768 kilobits/second capacity provided in each unit free of charge to the tenants for a minimum of 10 years, and available within 6 months of the project's placed-in-service date. If internet service is selected, it must be provided even if it is not needed for points. **3 Points**

Select one:  (i)

<b>Total Points for Internet Service:</b>	<b>2</b>
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<b>Total Points for Site Amenities:</b>	<b>18</b>
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**Site Amenity Contact List:**

Amenity Name: SamTrans Bus Route 296  
 Address: Willow Road at Coleman Ave.  
 City, Zip: Menlo Park, CA 94025  
 Contact Person: M. Simon  
 Phone: 650-508-6200 Ext.:   
 Amenity Type: Transit Station/Transit Stop  
 Website: http://www.samtrans.com/  
 Distance in miles: 0.14 mi (Less than 0.25)

Amenity Name: Willow Oaks Park  
 Address: Willow Rd at Coleman Ave  
 City, Zip: Menlo Park, CA 94025  
 Contact Person: Cherise Brandell  
 Phone: 650-330-2200 Ext.:   
 Amenity Type: Public Park  
 Website: http://www.menlopark.org/departme  
 Distance in miles: 0.14 mi (less than 0.25)

Amenity Name: Safeway Grocery Store  
 Address: 525 El Camino Real  
 City, Zip: Menlo Park, CA 94025  
 Contact Person: Philip Holzburger  
 Phone: 650-847-2901 Ext.:   
 Amenity Type: Grocery/Farmers' Market  
 Website: http://local.safeway.com/ca/menlo-  
 Distance in miles: 1.29 mi (less than 1.5)

Amenity Name: VA Employment & Housing Resour  
 Address: 795 Willow Road, Bldg 324  
 City, Zip: Menlo Park, CA 94025  
 Contact Person: Kate Severin  
 Phone: 650-493-5000 Ext.: 23232  
 Amenity Type: Specific Service Oriented Facility  
 Website: http://www.paloalto.va.gov/features  
 Distance in miles: 0.1 mi (less than 0.25)

Amenity Name: In-Unit High Speed Internet  
 Address: 605 Willow Road  
 City, Zip: Menlo Park, CA 94025  
 Contact Person: Chris Neale  
 Phone: 408-292-7841 Ext.: 42  
 Amenity Type: In-unit High Speed Internet Service  
 Website: N/A  
 Distance in miles: 0

Amenity Name:   
 Address:   
 City, Zip:   
 Contact Person:   
 Phone:  Ext.:   
 Amenity Type:   
 Website:   
 Distance in miles:

Amenity Name:   
 Address:   
 City, Zip:   
 Contact Person:   
 Phone:  Ext.:   
 Amenity Type:   
 Website:   
 Distance in miles:

Amenity Name:   
 Address:   
 City, Zip:   
 Contact Person:   
 Phone:  Ext.:   
 Amenity Type:   
 Website:   
 Distance in miles:

Amenity Name:   
 Address:   
 City, Zip:   
 Contact Person:   
 Phone:  Ext.:   
 Amenity Type:   
 Website:   
 Distance in miles:

Amenity Name:   
 Address:   
 City, Zip:   
 Contact Person:   
 Phone:  Ext.:   
 Amenity Type:   
 Website:   
 Distance in miles:

## D(2) Service Amenities

Maximum 10 Points

Projects that provide high-quality services designed to improve the quality of life for tenants are eligible to receive points for service amenities. Services must be appropriate to meet the needs of the tenant population served and designed to generate positive changes in the lives of tenants.

Except as provided below and in Reg. Section 10325(c)(5)(B), in order to receive points in this category physical space for service amenities must be available when the development is placed-in-service. Services space must be located inside the project and provide sufficient square footage, accessibility and privacy to accommodate the proposed services. The amenities must be available within 6 months of the project's placed-in-service date. Applicants must commit that services will be provided for a period of 10 years.

All services must be of a regular and ongoing nature and provided to tenants free of charge (except for day care services or any charges required by law). Services must be provided on-site except that projects may use off-site services within 1/2 mile of the development (1 1/2 mile for Rural set-aside projects) provided that they have a written agreement with the service provider enabling the development's tenants to use the services free of charge (except for day care and any charges required by law) and that demonstrate that provision of on-site services would be duplicative. All organizations providing services for which the project is claiming service amenities points must have at least 24 months experience providing services to one of the target populations to be served by the project.

**Items 1 through 6 are applicable to Large Family, Senior, and At-Risk projects. Items 7 through 12 are applicable to Special Needs and SRO projects.** Items 1 through 12 are mutually exclusive. One proposed service may not receive points under two different categories.

Applications must include a services sources and uses budget clearly describing all anticipated income and expenses associated with the services program and that aligns with the services commitments provided (i.e. contracts, MOUs, letters, etc.) Applications shall receive points for services only if the proposed services budget adequately accounts for the level of service. The budgeted amount must reasonably be expected to cover the costs of the proposed level of service. **PLEASE REFER TO REGULATION SECTION 10325(c)(5)(B) FOR COMPLETE SERVICE AMENITY POINTS REQUIREMENTS.**

No more than 10 points will be awarded in this category. **The service budget spreadsheet must be completed.** Amenities may include, but are not limited to:

### **a) Large Family, Senior, At-Risk projects:**

- |            |  |                 |
|------------|--|-----------------|
| <b>N/A</b> | (1) <b>Service Coordinator.</b> Responsibilities must include, but are not limited to: (a) providing tenants with information about available services in the community, (b) assisting tenants to access services through referral and advocacy, and (c) organizing community-building and/or other enrichment activities for tenants (such as holiday events, tenant council, etc.). <b>Minimum ratio of 1 Full Time Equivalent (FTE) Service Coordinator to 600 bedrooms.</b>                                    | <b>5 points</b> |
| <b>N/A</b> | <b>Service Coordinator</b> as listed above, except:<br><b>Minimum ratio of 1 FTE Service Coordinator to 1,000 bedrooms.</b>  | <b>3 points</b> |
| <b>N/A</b> | (2) <b>Other Services Specialist.</b> Must provide individualized assistance, counseling and/or advocacy to tenants, such as to assist them to access education, secure employment, secure benefits, gain skills or improve health and wellness. Includes, but is not limited to: Vocational/Employment Counselor, ADL or Supported Living Specialist, Substance Abuse or Mental Health Counselor, Peer Counselor, Domestic Violence Counselor. <b>Minimum ratio of 1 FTE Services Specialist to 600 bedrooms.</b> | <b>5 points</b> |
| <b>N/A</b> | <b>Other Services Specialist</b> as listed above, except:<br><b>Minimum ratio of 1 FTE Services Specialist to 1,000 bedrooms.</b>  | <b>3 points</b> |

<u>N/A</u>	(3) <b>Adult educational, health and wellness, or skill building classes.</b> Includes but is not limited to: financial literacy, computer training, home-buyer education, GED, resume building, ESL, nutrition, exercise, health information/awareness, art, parenting, on-site food cultivation and preparation, and smoking cessation classes. <b>Minimum of 84 hours instruction each year (42 hours for small developments of 20 units or less).</b>	<b>7 points</b>
<u>N/A</u>	<b>Adult educational, health &amp; wellness, or skill building classes</b> as listed above, except: <b>Minimum of 60 hours instruction each year (30 hours for small developments).</b>	<b>5 points</b>
<u>N/A</u>	<b>Adult educational, health &amp; wellness, or skill building classes</b> as listed above, except: <b>Minimum of 36 hours instruction each year (18 hours for small developments).</b>	<b>3 points</b>
<u>N/A</u>	(4) <b>Health and wellness services and programs.</b> Such services and programs shall provide individualized support to tenants (not group classes) and need not be provided by licensed individuals or organizations. Includes, but is not limited to visiting nurses programs, intergenerational visiting programs, or senior companion programs. <b>Minimum of 100 hours of services per year for each 100 bedrooms.</b>	<b>5 points</b>
<u>N/A</u>	<b>Health and wellness services and programs</b> as listed above, except: <b>Minimum of 60 hours of services per year for each 100 bedrooms.</b>	<b>3 points</b>
<u>N/A</u>	<b>Health and wellness services and programs</b> as listed above, except: <b>Minimum of 40 hours of services per year for each 100 bedrooms.</b>	<b>2 points</b>
<u>N/A</u>	(5) <b>Licensed child care.</b> Shall be available 20 hours or more per week, Monday through Friday, to residents of the development. (Only for large family projects or other projects in which at least 30% of units are 3 bedrooms or larger.)	<b>5 points</b>
<u>N/A</u>	(6) <b>After school program for school age children.</b> Includes, but is not limited to tutoring, mentoring, homework club, art and recreational activities. (Only for large family projects or other projects in which at least 30% of units are 3 bedrooms or larger). <b>Minimum of 10 hours per week, offered weekdays throughout the school year.</b>	<b>5 points</b>
<u>N/A</u>	<b>After school program for school age children</b> as listed above, except: <b>Minimum of 6 hours per week, offered weekdays throughout the school year.</b>	<b>3 points</b>
<u>N/A</u>	<b>After school program for school age children</b> as listed above, except: <b>Minimum of 4 hours per week, offered weekdays throughout the school year.</b>	<b>2 points</b>
<b><u>b) Special Needs and SRO projects:</u></b>		
<u>N/A</u>	(7) <b>Case Manager.</b> Responsibilities must include (but are not limited to) working with tenants to develop and implement an individualized service plan, goal plan or independent living plan. <b>Minimum ratio of 1 Full Time Equivalent (FTE) Case Manager to 100 bedrooms.</b>	<b>5 points</b>
<u>N/A</u>	<b>Case Manager</b> as listed above, except: <b>Minimum ratio of 1 FTE Case Manager to 160 bedrooms.</b>	<b>3 points</b>
<u>Yes</u>	(8) <b>Service Coordinator or Other Services Specialist.</b> Service coordinator responsibilities shall include, but are not limited to: (a) providing tenants with information about available services in the community, (b) assisting tenants to access services through referral and advocacy, and (c) organizing community-building and/or other enrichment activities for tenants (such as holiday events, tenant council, etc.). Other services specialist must provide individualized assistance, counseling and/or advocacy to tenants, such as to assist them to access education, secure employment, secure benefits, gain skills or improve health and wellness. Includes, but is not limited to: Vocational/Employment Counselor, ADL or Supported Living Specialist, Substance Abuse or Mental Health Counselor, Peer Counselor, Domestic Violence Counselor. <b>Minimum ratio of 1 FTE Service Coordinator or Other Services Specialist to 360 bedrooms.</b>	<b>5 points</b>

<b>N/A</b>	<b>Service Coordinator or Other Services Specialist</b> as listed above, except: <b>Minimum ratio of 1 FTE Case Manager to 600 bedrooms.</b>	<b>3 points</b>
<b>Yes</b>	(9) <b>Adult educational, health and wellness, or skill building classes.</b> Includes but is not limited to: financial literacy, computer training, home-buyer education, GED, resume building, ESL, nutrition, exercise, health information/awareness, art, parenting, on-site food cultivation and preparation, and smoking cessation classes. <b>Minimum of 84 hours of instruction each year (42 hours for small developments of 20 units or less).</b>	<b>5 points</b>
<b>N/A</b>	<b>Adult educational, health &amp; wellness, or skill building classes</b> as listed above, except: <b>Minimum of 60 hours of instruction each year (30 hours for small developments).</b>	<b>3 points</b>
<b>N/A</b>	<b>Adult educational, health &amp; wellness, or skill building classes</b> as listed above, except: <b>Minimum of 36 hours of instruction each year (18 hours for small developments).</b>	<b>2 points</b>
<b>Yes</b>	(10) <b>Health or behavioral health services</b> provided by appropriately-licensed organization or individual. Includes but is not limited to: health clinic, adult day health center, medication management services, mental health services and treatment, substance abuse services and treatment.	<b>5 points</b>
<b>N/A</b>	(11) <b>Licensed child care.</b> Shall be available 20 hours or more per week, Monday through Friday, to residents of the development. (Only for large family projects or other projects in which at least 30% of units are 3 bedrooms or larger.)	<b>5 points</b>
<b>N/A</b>	(12) <b>After school program for school age children.</b> Includes, but is not limited to tutoring, mentoring, homework club, art and recreational activities. (Only for large family projects or other projects in which at least 30% of units are 3 bedrooms or larger). <b>Minimum of 10 hours per week, offered weekdays throughout the school year.</b>	<b>5 points</b>
<b>N/A</b>	<b>After school program for school age children</b> as listed above, except: <b>Minimum of 6 hours per week, offered weekdays throughout the school year.</b>	<b>3 points</b>
<b>N/A</b>	<b>After school program for school age children</b> as listed above, except: <b>Minimum of 4 hours per week, offered weekdays throughout the school year.</b>	<b>2 points</b>

<b>The service budget spreadsheet must be completed.</b>	<b>Total Points for Service Amenities:</b>	<b>15</b>
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**E. Sustainable Building Methods**

**Maximum 10 Points**

REVIEW REG. SECTION 10325(c)(6) BEFORE PROCEEDING  
**APPLICANTS WILL BE HELD TO REGULATORY REQUIREMENTS. THE APPLICATION MAY CONTAIN ABBREVIATED DESCRIPTIONS OF THE REQUIREMENTS FOR THIS SECTION.**

**E(1) New Construction and Adaptive Reuse projects select from the following features:**

**Yes** (i) Develop the project in accordance with the minimum requirements with any one of the following programs: **5 Points**  
LEED

(ii) Energy efficiency as indicated in Reg. Section 10325(c)(6)(B) beyond the requirements in 2008 Title 24, Part 6 of the California Building Code (2008 Title 24):

**Yes** Low Rise (1-3 habitable stories) **2 Points**  
17.5%

**N/A** Multifamily of 4+ habitable stories **0 Points**  
N/A

**Yes** (iii) Develop the project beyond the minimum requirements of the program chosen in section (i) above: **3 Points**  
LEED  
Silver

GreenPoint Rated Multifamily Guidelines **0 Points**  
N/A

**E(2) Rehabilitation projects select from the following features:**

**N/A** (iv) Develop the project in accordance with the minimum requirements with any one of the following programs: **0 Points**  
N/A

**N/A** (v) Rehabilitate to improve energy efficiency; points awarded based on percentage decrease in estimated Time Dependent Valuation energy use post-rehabilitation: **0 Points**  
Improvement over current:  
N/A

**N/A** (vi) Develop the project beyond the minimum requirements of the program chosen in section (i) above: **0 Points**  
LEED GreenPoint Rated Existing Home Multifamily Program **0 Points**  
N/A N/A **0 Points**

2011 Enterprise Green Communities **0 Points**  
N/A

**N/A** (vii) Additional rehabilitation project measures (chose one or more of the following three categories): **0 Points**  
(A) PHOTOVOLTAIC / SOLAR **0 Points**  
N/A

**N/A** (B) SUSTAINABLE BUILDING MANAGEMENT PRACTICES, INCLUDING THE FOLLOWING: **0 Points**  
1. Develop project-specific maintenance manual, including information on all energy and green building features  
2. Certify building management staff in sustainable building operations (BPI or equivalent)  
3. Undertake formal building systems commissioning, retro-commissioning, or re-commissioning

**N/A** (C) INDIVIDUALLY METER (OR SUB-METER CURRENT MASTER-METERED) GAS, ELECTRICITY, OR CENTRAL HOT WATER SYSTEMS FOR ALL TENANTS **0 Points**

To receive these points, the applicant and the project architect must certify in the application which of the above items will be included in the project's design and specifications, and further must certify at the project's placed-in-service date that the items were completed. In addition, certain point categories require completion of the TCAC Sustainable Building Method Workbook and accompanying documentation by a qualified energy analyst at application and placed-in-service stages. Refer to Reg. Section 10325(c)(6), Checklist Item Tab 25, and the TCAC website for requirements related to the TCAC Sustainable Building Method Workbook. Refer to Reg. Section 10325(c)(6)(H) for specific Compliance and Verification requirements. Projects receiving points under this category that fail to meet the requirements of Reg. Section 10325(c)(6) will be subject to negative points under Section 10325(c)(3).

<b>Total Points For Sustainable Building Methods:</b>	<b>10</b>
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**Maximum 52 Points**

**F. Lowest Income**

**F(1) Lowest Income Restriction for All Units**

**50 Points**

The "Percent of Area Median Income" category may be used only once. For instance, 50% of Income Targeted Units to Total Tax Credit Units at 50% of Area Median Income (AMI) cannot be used twice for 100% at 50% and receive 50 points, nor can 50% of Income Targeted Units to Total Tax Credit Units at 50% of Area Median Income for 25 points and 40% of Income Targeted Units to Total Units at 50% of Area Median Income be used for an additional 20 points. However, the "Percent of Income Targeted Units" may be used multiple times. For example, 50% of Targeted Units at 50% of Area Median Income for 25 points may be combined with another 50% of Targeted Units at 45% of Area Median Income to achieve the maximum points. All projects must score at least 45 points in this category to be eligible for 9% Tax Credit.

**\*Only projects competing in the Rural Set-aside may use the 55% AMI column and selected targeting in the 50% AMI column.**

**\*\*60% AMI is included as a place-holder and will not receive any additional points.**

		Percent of Area Median Income (AMI)						
		**60%	*55%	50%	45%	40%	35%	30%
<b>Percent of Income Targeted Units to Total Tax Credit Units (exclusive of mgr.'s units)</b>	<b>80%</b>	0				45	47.5	50
	<b>75%</b>	0				42.5	45	47.5
	<b>70%</b>	0				40	42.5	45
	<b>65%</b>	0			35	37.5	40	42.5
	<b>60%</b>	0			32.5	35	37.5	40
	<b>55%</b>	0			30	32.5	35	37.5
	<b>50%</b>	0		25*	27.5	30	32.5	35
	<b>45%</b>	0		22.5*	25	27.5	30	32.5
	<b>40%</b>	0	17.5	20	22.5	25	27.5	30
	<b>35%</b>	0	15	17.5	20	22.5	25	27.5
	<b>30%</b>	0	12.5	15	17.5	20	22.5	25
	<b>25%</b>	0	10	12.5	15	17.5	20	22.5
	<b>20%</b>	0	7.5	10	12.5	15	17.5	20
<b>15%</b>	0	5	7.5	10	12.5	15	17.5	
<b>10%</b>	0	2.5	5	7.5	10	12.5	15	

<b>Consolidate your units before entering your information into the table Do not enter any non-qualifying units into the table</b>				
<b>Number of Targeted Tax Credit Units</b>	<b>Percent of Area Median Income (AMI) (30%- 55%)*</b>	<b>Percentage of Units to Total Units (before rounding down)</b>	<b>Percent of Income Targeted Units to Total Tax Credit Units (exclusive of mgr.'s units)</b>	<b>Points Earned</b>
7	30	11.86	10	15
	35	0.00	0	0
52	40	88.14	80	45
	45	0.00	0	0

	50	0.00	0	0
	0 -Rural only	0.00	0	0
	0 -Rural only	0.00	0	0
	60	0.00	0	0
59	<b>Total Points Requested:</b>			<b>60</b>

**\*IF 60% AMI UNITS ARE LESS THAN 10% OF TOTAL UNITS, LEAVE CELL E628 BLANK.**

**F(2) Lowest Income for 10% of Total Restricted Units at 30% AMI**

**2 Points**

A project that agrees to have at least 10% of its units available for tenants with incomes no greater than 30% AMI and agrees to restrict the rents on those units accordingly can receive two additional points. The 30% AMI units must be spread across the various bedroom sizes, starting with the largest bedroom count units (e.g. four bedroom units) and working down to the smaller bedroom count units, assuring that at least 10% of the larger units are proposed at 30% AMI. So long as the project meets the 10% standard as a whole, the 10% standard need not be met among all of the smaller units. TCAC may correct applicant errors in carrying out this largest-to-smallest unit protocol.

Bedroom Selection	Total Number of Tax Credit Units per Bedroom Size	Number of Targeted Tax Credit Units @ 30% AMI	Percentage of Units to Total Units (by bedroom size)
5 BR	0	0	0.0000
4 BR	0	0	0.0000
3 BR	0	0	0.0000
2 BR	0	0	0.0000
1 BR	5	1	0.2000
SRO	54	6	0.1111
<b>Total:</b>	59	7	-

<b>Lowest Income for 10% of Total Restricted Units at 30% AMI Points:</b>	<b>2</b>
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<b>Total Points for Lowest Income:</b>	<b>62</b>
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**G. Readiness to Proceed**

Points are available to applications documenting each of the categories below, up to a maximum of 20 points. Within the application the following must be delivered (see Checklist Items for additional information):

**Readiness to Proceed**

**Maximum 20 Points**

- Yes** (i) Enforceable commitment for all construction financing, as evidenced by executed commitment and payment of commitment fees **5 points**
- Yes** (ii) Evidence, as verified by the appropriate officials, of site plan approval and that all land use environmental review clearances (CEQA, NEPA, applicable tribal land environmental reviews) necessary to begin construction are either finally approved or unnecessary **5 points**
- Yes** (iii) All necessary public/tribal approvals except building permits **5 points**
- Yes** (iv) Design review approval **5 points**

20 points will be available to projects that document all of the above and are able to begin construction within 180 days of the Credit Reservation, as evidenced by submission of the following within 180 days of the Credit Reservation: updated application form and explanation of changes, executed construction contract, breakdown of lender-approved construction costs, recorded deeds of trust for all construction financing, binding commitments for permanent financing and any other required financing, a limited partnership agreement executed by the general partner and the investor providing the equity, payment of all construction lender fees, issuance of building permits (a grading permit does not meet this requirement), and notice to proceed delivered to the contractor. If no construction

lender is involved, evidence must be submitted within 180 days after the Credit Reservation is made that the equity partner has been admitted to the ownership entity and that an initial disbursement of funds has occurred. Failure to meet this timeline will result in rescission of the Credit Reservation. In addition to the above, all applicants receiving any points under this subsection must provide an executed Letter of Intent (LOI) from the project's equity partner within 90 days of the credit reservation. The LOI must include those features called for in the CTCAC application (See [Appendix](#) for requirements).

In the event that one or more of the above criteria have NOT been met, 5 points may be awarded for each one that has been met, up to a maximum of 15 points. In such cases, the 180-day requirements shall not apply to projects that do not obtain the maximum points in this category. The 90-day requirements apply to all projects requesting any points under this category.

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<b>Total Points for Readiness to Proceed:</b>	<b>20</b>
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**H. Miscellaneous Federal and State Policies****Maximum 2 Points**

- |            |  |                 |
|------------|--|-----------------|
| <b>N/A</b> | (i) For applicants that agree that the Committee may exchange Federal Tax Credits for State Tax Credits in an amount that will yield equal equity as if only Federal Tax Credits were awarded.   | <b>2 Points</b> |
| <b>N/A</b> | (ii) Enhanced Accessibility and Visitability. Project design incorporates California Building Code Chapter 11(B) and the principles of Universal Designed listed in Reg. Section 10325(c)(9)(B) in at least half of the project's units. | <b>2 Points</b> |
| <b>Yes</b> | (iii) Smoke Free Residence. The proposed project will contain nonsmoking buildings or sections of buildings. Nonsmoking sections must consist of at least half the units within the building, and those units must be contiguous.        | <b>2 Points</b> |
| <b>N/A</b> | (iv) Historic Preservation. The project proposes to incorporate historic tax credits.  | <b>1 Point</b>  |
| <b>N/A</b> | (v) Qualified Census Tract (QCT). The project is located within a QCT and the development would contribute to a concerted community revitalization plan as demonstrated by a letter from a local government official.                    | <b>2 Points</b> |
| <b>N/A</b> | (vi) Eventual Tenant Ownership. The project proposes to make tax credit units available for eventual tenant ownership.   | <b>1 Point</b>  |

<b>Total Points for Miscellaneous Federal and State Policies:</b>	<b>2</b>
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## VI. POINTS SYSTEM - SECTION 2: POINTS SYSTEM SUMMARY

**Total Possible Points: 148, Minimum Points Required: 123**  
 (Do Not Submit An Application If You Do Not Have The Minimum Points Required)

	APPLICANT POINTS	MAXIMUM POINTS	TOTAL POINTS
<b>A. Cost Efficiency, Credit Reduction, &amp; Public Funds</b>	61	20	20
A(1) <i>Cost Efficiency</i>	0	20	
A(2) <i>Credit Reduction</i>	5	20	
A(3) <i>Public Funds</i>	56	20	
<b>B. General Partner &amp; Management Company Experience</b>	9	9	9
A(1) <i>General Partner Experience</i>	6	6	
A(2) <i>Management Company Experience</i>	3	3	
<b>C. Housing Needs</b>	10	10	10
<b>D. Site &amp; Service Amenities</b>	33	25	25
D(1) <i>Site Amenities</i>	18	15	
D(2) <i>Service Amenities</i>	15	10	
<b>E. Sustainable Building Methods</b>	10	10	10
<b>F. Lowest Income &amp; 10% of Units Restricted @ 30% AMI</b>	62	52	52
F(1) <i>Lowest Income</i>	60	50	
F(2) <i>10% of Units Restricted @ 30% AMI</i>	2	2	
<b>G. Readiness to Proceed</b>	20	20	20
<b>H. Miscellaneous Federal and State Policies</b>	2	2	2
<b>*Negative Points (if any, please enter amount:)</b>		NO MAX	0
<b>Total Points:</b>			<b>148</b>

\*Negative points given to general partners, co-developers, management agents, consultants, or any member or agent of the Development Team may remain in effect for up to two calendar years, but in no event shall be in effect for less than one funding round. Furthermore, negative points may be assigned to one or more Development Team members, but do not necessarily apply to the entire Team. Negative points assigned by the Executive Director may be appealed to the Committee under appeal procedures enumerated in the regulations.

## V. BASIS AND CREDITS SECTION 1: BASIS AND CREDITS

### Determination of Eligible and Qualified Basis

#### A. Basis and Credits

	70% PVC for New Construction/ Rehabilitation	30% PVC for Acquisition
<b>Total Eligible Basis:</b>	\$16,223,102	
<b>Ineligible Amounts</b>		
Subtract All Grant Proceeds Used to Finance Costs in Eligible Basis:		
Subtract Non-Qualified Non-Recourse Financing:		
Subtract Non-Qualifying Portion of Higher Quality Units:		
Subtract Photovoltaic Credit (as applicable):		
Subtract Historic Credit (residential portion only):		
<b>Total Ineligible Amounts:</b>		
<b>Total Eligible Basis Amount Voluntarily Excluded:</b>	\$2,918,384	
<b>Total Basis Reduction:</b>	(\$2,918,384)	
<b>Total Requested Unadjusted Eligible Basis:</b>	\$13,304,718	
*Qualified Census Tract (QCT) or Difficult to Develop Area (DDA) Adjustment:	100%	100%
<b>Total Adjusted Eligible Basis:</b>	\$13,304,718	
Applicable Fraction:	100%	100%
<b>Qualified Basis:</b>	\$13,304,718	
<b>Total Qualified Basis:</b>	\$13,304,718	
<b>**Total Credit Reduction:</b>	\$665,236	
<b>Total Adjusted Qualified Basis:</b>	\$12,639,482	

\*130% boost if your project is located in a DDA or QCT, or Reg. Section 10317(d) as applicable.

(Boost is auto calculated from your selection in: II. APPLICATION - SECTION 2: GENERAL AND SUMMARY INFORMATION - B)

\*\*to be calculated in: "Points System". See Checklist.

#### B. Determination of Federal Credit

	New Construction /Rehabilitation	Acquisition
<b>Adjusted Qualified Basis, After Credit Reduction:</b>	\$12,639,482	
<b>*Applicable Percentage:</b>	7.70%	3.36%
<b>Subtotal Annual Federal Credit:</b>	\$973,240	
<b>Total Combined Annual Federal Credit:</b>	\$973,240	

\* Applicants are required to use these percentages in calculating credit at the application stage.

**C. Determination of Minimum Federal Credit Necessary For Feasibility**

Total Project Cost	\$29,499,713
Permanent Financing	\$16,660,654
Funding Gap	\$12,839,059
Federal Tax Credit Factor	\$1.02700

The federal tax credit factor must be between \$0.90 and \$1.10.  
**APPLICANTS ARE NOT PERMITTED TO CALCULATE CREDIT USING A TAX CREDIT FACTOR OUTSIDE OF THIS RANGE; DOING SO CAN RESULT IN APPLICATION DISQUALIFICATION. If your equity pricing is less than \$0.90 you must contact TCAC staff to discuss prior to submitting your application.**

Total Credits Necessary for Feasibility	\$12,501,518
Annual Federal Credit Necessary for Feasibility	\$1,250,152
Maximum Annual Federal Credits	\$973,240
Equity Raised From Federal Credit	\$9,995,176

Remaining Funding Gap	\$2,843,883
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**FUNDING GAP MUST NOT EXCEED ZERO UNLESS REQUESTING STATE CREDITS**

**If Applying For State Credit Complete Section (D) & (E)**

**D. Determination of State Credit**

	NC/Rehab	Acquisition
<b>Adjusted Qualified Basis</b>	\$13,304,718	
<small>(only rehabilitation or new construction basis, except in rare cases of At-Risk projects eligible for State Credit on the acquisition basis at the 0.13 factor)</small>		
	<small>(.13 if federally-subsidized)</small>	
<b>Factor Amount</b>	30%	13%
<b>Maximum Total State Credit</b>	\$3,991,415	\$0

**E. Determination of Minimum State Credit Necessary for Feasibility**

State Tax Credit Factor	\$0.75000
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**The state tax credit factor must be between \$0.60 and \$0.75. APPLICANTS ARE NOT PERMITTED TO CALCULATE CREDIT USING A TAX CREDIT FACTOR OUTSIDE OF THIS RANGE; DOING SO CAN RESULT IN APPLICATION DISQUALIFICATION.**

State Credit Necessary for Feasibility	\$3,791,844
Maximum State Credit	\$3,791,844
Equity Raised from State Credit	\$2,843,883

Remaining Funding Gap	\$0
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VII. TIE BREAKER SYSTEM FINAL TIE BREAKER SELF SCORE

This section is included in the application for self-scoring. Be aware that TCAC will use self scores to determine which projects undergo further review in the competition, including the verification of self scores, for possible reservation of tax credits. TCAC will not verify or evaluate every project's self score. Project's that self score too low to successfully compete for a reservation of tax credits will not undergo any further review by TCAC.

Provide evidence of committed permanent public funds in Tab 20 and evidence of public subsidies, if any, in Tab 17.

Projects with commercial/non-residential costs will have committed public funds discounted by the percentage of the project proposed to be commercial or non-residential.

Evidence of land value is required (see Tab 1). The value of the land per TCAC Regulations must be included in "Total residential project development costs" below as evidenced in Tab 1 of the application. Donated land value must be included in Total Project Cost and the Sources and Uses Budget.

**Final Tie Breaker Formula:**

$$\frac{\text{Committed permanent public funds defraying residential costs}}{\text{Total residential project development costs}} + \left( \left( 1 - \frac{\text{Requested unadjusted eligible basis}}{\text{Total residential project development costs}} \right) / 3 \right)$$

**Self-Scoring Calculation:**

$$* \frac{\$19,102,055}{\$29,499,713} + \left( \left( 1 - \frac{\$13,304,718}{\$29,499,713} \right) / 3 \right) = 83.053\%$$

**\*\* List individual committed public funding sources, including donations:**

Tranche B, if applicable (calculate below)	\$0
Veterans Administration Land Lease Donation	\$12,000,000
County of San Mateo Affordable Housing Fund	\$1,400,000
County of San Mateo HOME	\$375,000
City of Menlo Park BMR Fund	\$2,860,000
<b>TOTAL</b>	<b>\$16,635,000 *</b>

**\*\* The first numerator may include the following permanent funding sources that are not eligible for public funds points under Reg. Section 10325(c)(1)(C): (1) funding contributed by a charitable foundation where a public body appoints a majority of the voting members; and (2) land and improvements contributed by a 501(c) organization as long as the asset was held by the organization for at least 10 years per TCAC Reg. Section 10325(c)(10).**

\* For mixed-use projects, the permanent public fund numerator must be discounted/reduced by the mixed-use ratio below.

**Mixed-use projects:** Total commercial cost / Total project cost: 0.0000%  
**THE PRORATED COMMERCIAL COST DEDUCTION TO PUBLIC FUNDS MUST BE CALCULATED FIRST, BEFORE APPLYING ANY SUBSIDY ADJUSTMENT/INCREASE (REGULATION SECTION 10325(c)(10)(A)) TO THE NUMERATOR. TCAC staff may adjust this ratio as deemed appropriate.**  
 Sample formula (commercial costs) for numerator *Committed permanent public funds defraying residential costs* = (F38)\*(1-I45)

\* For projects with public operating or rental subsidies listed in Reg. Section 10325(c)(10)(A), calculate the percentage increase below and increase the permanent public funds numerator by the adjustment percentage.

**Operating and rental subsidies:** % of subsidized units: 59.3220% 14.8305% Subsidy adjustment/increase to permanent public funds numerator (This adjustment is calculated in the numerator after any commercial cost adjustment).  
 Sample formula (subsidies) for numerator *Committed permanent public funds defraying residential costs* = F38\*(1+H53)  
 Sample formula (subsidies and commercial costs) for numerator *Committed permanent public funds defraying residential costs* = (F38\*(1-I45))\*(1+H53)

**Tranche B calculation**

For purposes of the public funds points section and the final tie breaker, a Tranche B loan is the lesser of the actual commitment amount or the following. Please note, an application must include a private Tranche B loan supported by a public subsidy to utilize this calculation.

Unit Type	# of Units	Rent Limit:		Calculated Annual Rent
		40% AMI (SRO/SpN) OR 50% AMI (ALL OTHER)	Public Subsidy Contract Rent	
SRO				\$0
SRO				\$0
SRO				\$0
SRO				\$0
SRO				\$0
SRO				\$0
<b>TOTAL</b>				<b>\$0</b>

Rental Income Differential	\$0
Less Vacancy	<u>5.0%</u>
Net Rental Income	\$0
Available for debt service	
@ 1.15 DSC ratio:	\$0



**15 YEAR PROJECT CASH FLOW PROJECTIONS** - Refer to TCAC Regulation Sections 10322(h)(22), 10325(f)(5), 10326(g)(4), 10327(f) and (g).

REVENUE	MULTIPLIER	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10	YEAR 11	YEAR 12	YEAR 13	YEAR 14	YEAR 15
Gross Rent	1.025	\$533,340	\$546,674	\$560,340	\$574,349	\$588,708	\$603,425	\$618,511	\$633,974	\$649,823	\$666,069	\$682,720	\$699,788	\$717,283	\$735,215	\$753,595
Less Vacancy	10.00%	-53,334	-54,667	-56,034	-57,435	-58,871	-60,343	-61,851	-63,397	-64,982	-66,607	-68,272	-69,979	-71,728	-73,522	-75,360
Rental Subsidy	1.025	134,964	138,338	141,797	145,341	148,975	152,699	156,517	160,430	164,441	168,552	172,765	177,084	181,512	186,049	190,701
Less Vacancy	10.00%	-13,496	-13,834	-14,180	-14,534	-14,898	-15,270	-15,652	-16,043	-16,444	-16,855	-17,277	-17,708	-18,151	-18,605	-19,070
Miscellaneous Income	1.025	8,000	8,200	8,405	8,615	8,831	9,051	9,278	9,509	9,747	9,991	10,241	10,497	10,759	11,028	11,304
Less Vacancy	10.00%	-800	-820	-841	-862	-883	-905	-928	-951	-975	-999	-1,024	-1,050	-1,076	-1,103	-1,130
<b>Total Revenue</b>		<b>\$608,674</b>	<b>\$623,890</b>	<b>\$639,488</b>	<b>\$655,475</b>	<b>\$671,862</b>	<b>\$688,658</b>	<b>\$705,875</b>	<b>\$723,522</b>	<b>\$741,610</b>	<b>\$760,150</b>	<b>\$779,154</b>	<b>\$798,633</b>	<b>\$818,598</b>	<b>\$839,063</b>	<b>\$860,040</b>
<b>EXPENSES</b>																
Operating Expenses:	1.035															
Administrative		\$80,350	\$83,162	\$86,073	\$89,085	\$92,203	\$95,431	\$98,771	\$102,228	\$105,806	\$109,509	\$113,342	\$117,309	\$121,414	\$125,664	\$130,062
Management		26,734	27,670	28,638	29,640	30,678	31,752	32,863	34,013	35,204	36,436	37,711	39,031	40,397	41,811	43,274
Utilities		90,000	93,150	96,410	99,785	103,277	106,892	110,633	114,505	118,513	122,661	126,954	131,397	135,996	140,756	145,683
Payroll & Payroll Taxes		110,260	114,119	118,113	122,247	126,526	130,954	135,538	140,282	145,191	150,273	155,533	160,976	166,610	172,442	178,477
Insurance		12,000	12,420	12,855	13,305	13,770	14,252	14,751	15,267	15,802	16,355	16,927	17,520	18,133	18,767	19,424
Maintenance		108,000	111,780	115,692	119,742	123,932	128,270	132,760	137,406	142,215	147,193	152,345	157,677	163,195	168,907	174,819
Other Operating Expenses		20,200	20,907	21,639	22,396	23,180	23,991	24,831	25,700	26,600	27,531	28,494	29,491	30,524	31,592	32,698
<b>Total Operating Expenses</b>		<b>\$447,544</b>	<b>\$463,208</b>	<b>\$479,420</b>	<b>\$496,200</b>	<b>\$513,567</b>	<b>\$531,542</b>	<b>\$550,146</b>	<b>\$569,401</b>	<b>\$589,330</b>	<b>\$609,957</b>	<b>\$631,305</b>	<b>\$653,401</b>	<b>\$676,270</b>	<b>\$699,939</b>	<b>\$724,437</b>
Tenant Internet Expense*	1.035	2,500	2,588	2,678	2,772	2,869	2,969	3,073	3,181	3,292	3,407	3,526	3,650	3,778	3,910	4,047
Service Amenities	1.035	25,200	26,082	26,995	27,940	28,918	29,930	30,977	32,061	33,184	34,345	35,547	36,791	38,079	39,412	40,791
Replacement Reserve		15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Must Pay Enhanced Services Reserve	0.000	63,000	63,000	63,000	63,000	63,000	63,000	63,000	63,000	63,000	63,000	63,000	63,000	63,000	63,000	63,000
Real Estate Taxes	1.020	2,000	2,040	2,081	2,122	2,165	2,208	2,252	2,297	2,343	2,390	2,438	2,487	2,536	2,587	2,639
<b>Total Expenses</b>		<b>\$555,244</b>	<b>\$571,918</b>	<b>\$589,174</b>	<b>\$607,034</b>	<b>\$625,518</b>	<b>\$643,649</b>	<b>\$661,449</b>	<b>\$680,140</b>	<b>\$698,969</b>	<b>\$717,957</b>	<b>\$737,107</b>	<b>\$756,429</b>	<b>\$775,936</b>	<b>\$795,633</b>	<b>\$815,524</b>
<b>Cash Flow Prior to Debt Service</b>		<b>\$53,430</b>	<b>\$51,973</b>	<b>\$50,314</b>	<b>\$48,441</b>	<b>\$46,343</b>	<b>\$107,009</b>	<b>\$104,426</b>	<b>\$101,581</b>	<b>\$98,461</b>	<b>\$95,051</b>	<b>\$91,337</b>	<b>\$87,304</b>	<b>\$82,936</b>	<b>\$78,215</b>	<b>\$73,126</b>
<b>MUST PAY DEBT SERVICE</b>																
None			0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Debt Service</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Cash Flow After Debt Service</b>		<b>\$53,430</b>	<b>\$51,973</b>	<b>\$50,314</b>	<b>\$48,441</b>	<b>\$46,343</b>	<b>\$107,009</b>	<b>\$104,426</b>	<b>\$101,581</b>	<b>\$98,461</b>	<b>\$95,051</b>	<b>\$91,337</b>	<b>\$87,304</b>	<b>\$82,936</b>	<b>\$78,215</b>	<b>\$73,126</b>
Percent of Gross Revenue	max 8% yrs 1-3	7.90%	7.50%	7.08%	6.65%	6.21%	13.98%	13.31%	12.64%	11.95%	11.25%	10.55%	9.84%	9.12%	8.39%	7.65%
25% Debt Service Test	Refer to 8% Test	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Debt Coverage Ratio	N/A (No Perm Debt)	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>OTHER FEES**</b>																
GP Partnership Management Fee																
LP Asset Management Fee																
Incentive Management Fee																
<b>Total Other Fees</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Remaining Cash Flow</b>		<b>\$53,430</b>	<b>\$51,973</b>	<b>\$50,314</b>	<b>\$48,441</b>	<b>\$46,343</b>	<b>\$107,009</b>	<b>\$104,426</b>	<b>\$101,581</b>	<b>\$98,461</b>	<b>\$95,051</b>	<b>\$91,337</b>	<b>\$87,304</b>	<b>\$82,936</b>	<b>\$78,215</b>	<b>\$73,126</b>
Deferred Developer Fee**																
Residual or Soft Debt Payments**																

\*9% and 4% + state credit applications should include the cost of tenant internet service if requested in the Points System site amenity section.

\*\*Other Fees and all payments made from cash flow after must pay debt should be completed according to the terms of the partnership agreement (or equivalent ownership entity terms). Please re-order line items consistent with any "order of priority" terms. **These items are to be completed when submitting an updated application for the Carryover, Readiness, Final Reservation, and Placed-in-Service deadlines.**