



LOW INCOME HOUSING TAX CREDIT (LIHTC) PROGRAM 2018 Annual Funding Round

The Delaware State Housing Authority (DSHA) is pleased to announce that it will be authorizing the allocation of Delaware's Low Income Housing Tax Credits (LIHTC). Delaware's share of per capita plus returned and carry forward components of LIHTC is estimated to total \$2,557,322.

DSHA has made revisions to the 2018 Draft Qualified Allocation Plan (QAP). The QAP was completed with the assistance of our tax credit stakeholders to identify current housing needs and market conditions. We strongly suggest that you review the Draft QAP, the Guidelines to the QAP, and the LIHTC application thoroughly. In addition, all applicants applying for any DSHA financing should also review the DSHA Funding Supplement.

Applicants must complete all applicable questions and supply **all** documents/exhibits that are required in the application package, even if DSHA has received similar documents in the past or otherwise has the information on file (i.e. financial statements). DSHA staff will be available for technical assistance prior to application submission. However, all questions regarding intention or interpretation of this QAP **must be submitted in writing to DSHA no later than fifteen (15) days prior to the submission deadline date for clarification.**

All applicants must complete and DSHA's LIHTC Application Part I, LIHTC Pro-forma Part II, LIHTC Points Worksheet Part III and all required exhibits and provide one written complete application and one complete electronic copy (on USB flash drive). The Application Exhibit Checklist provides a complete list of attachments/exhibits, which are to be appropriately labeled and submitted with the printed version of the LIHTC application. Only complete application packages will be considered for an allocation of credits. A package determined incomplete will be returned to the applicant and the application will not be eligible to compete for tax credits in the current round.

2018 DSHA LIHTC TIMELINE*:

- **February 16, 2018** Deadline to apply to Delaware Transit Corporation for Draft Memorandum of Agreement
- **February 28, 2018** Deadline for pre-inspection written notification if applying for 2018 Preservation/Rehabilitation/Conversion projects
- **March 9, 2018** Deadline for DSHA General Contractor approval and/or updates
- **March 16, 2018** Deadline to request DelDOT technical assistance for Connectivity
- **March 30, 2018** Deadline for tax credit comparable rents, if seeking HDF funds
- **April 10, 2018** Deadline for all applicants to schedule site visit of development
- **April 30, 2018** **All LIHTC Applications due to DSHA by 3:00 p.m.**
- **July 1, 2018** Preliminary ranking notifications released
- **October 26, 2018** Commitments for all financing must be submitted to DSHA
DSHA will make tax credit allocations for selected projects 30-60 days after financing commitments are received
- **December 14, 2018** Deadline for pre-closing documents for DSHA-financed projects
- **December 14, 2018** DSHA will execute carryover allocations to selected projects on or before this date

DSHA CONTACT FOR PROGRAM QUESTIONS AND TECHNICAL ASSISTANCE

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*A development which does not initially appear to rank high enough for a reservation of tax credits, but is subsequently considered for a preliminary reservation as a result of the withdrawal of a higher-ranked project, will be given a new timetable in order to allow reasonable time to obtain the necessary financial commitments and/or documentation required by DSHA before making an allocation of credits. DSHA reserves the right to amend any of the above dates.