



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-7000

OFFICE OF THE ASSISTANT SECRETARY FOR  
COMMUNITY PLANNING AND DEVELOPMENT

JUL 23 2009

Mr. Milton J. Bailey  
President  
Louisiana Housing Finance Agency  
2415 Quail Dr.  
Baton Rouge, LA 70808

Dear Mr. Bailey:

HUD is pleased to inform you that your agency's submission was determined to meet the standards established in CPD Notice 09-03, *Implementation of the Tax Credit Assistance Program*. If you were required to amend your TCAP submission we ask that you repost your revised TCAP materials to your website within 10 days of receipt of this letter.

Enclosed are three original, executed *Tax Credit Assistance Program (TCAP) Grant Agreements* (HUD Form 40092), which obligate TCAP formula funds to your organization. Please sign all three original copies of the agreement (HUD-40092) and keep one for your records. In addition, please complete the enclosed *Direct Deposit Sign-up Form* (SF-1199a), if necessary, with the banking information for the bank account where TCAP funds will be deposited upon draw requests made to HUD for grant funds for TCAP projects. If your organization also administers the State's HOME Program, a SF-1199a is not required because your banking information is already recorded.

Your agency may not commit TCAP funds to any project until it has executed this grant agreement from HUD and the project has received the appropriate environmental clearance. However, your agency may commence its competitive selection process for TCAP projects and begin the environmental review on projects selected as a result of that process as of the date of this letter. Please note that all projects selected to receive TCAP funding must have an award of LIHTCs which is sold to an equity investor or used by the developer. For more information and guidance about TCAP project eligibility, see the HUD TCAP Recovery Website at [www.hud.gov/recovery](http://www.hud.gov/recovery).

Upon completion and execution of the grant agreement, please return the remaining two original agreements (HUD-40092) along with a completed and signed *Direct Deposit Sign-up Form* (SF-1199a) by Federal Express or United Parcel Service to the following address:

United States Department of Housing and Urban Development  
Office of Affordable Housing Programs  
Attn: Peter H. Huber, Director, Financial and Information Services Division  
451 Seventh Street, SW, Room 7164  
Washington, DC, 20410

Upon receipt, the Office of Affordable Housing Programs (OAHP) will process these documents through HUD's Chief Financial Officer (CFO) Accounting Center to establish your TCAP grant and your TCAP line of credit in HUD's accounting system. Once your grant has been entered into HUD's accounting system, it will be available to access through HUD's Integrated Disbursement and Information System (IDIS). Supplemental operating requirements, including additional guidance regarding IDIS, are forthcoming.

Given your agency's limited experience managing Federal grants, HUD would like to extend an invitation to participate in HUD's College of Experts program. HUD's College of Experts provides TCAP grantees with access to a team of professional trainers knowledgeable in Federal grant requirements. If your agency anticipates providing TCAP funds to any LIHTC projects that already have an investment of HOME Investment Partnerships Program funds (HOME), or projects which have an executed legally binding agreement with a participating jurisdiction to receive HOME funds, you may request technical assistance through HUD's College of Experts program. If you are interested in receiving this assistance, please send an email to the TCAP mail box ([TCAP@hud.gov](mailto:TCAP@hud.gov)) stating the type and topic of assistance needed (e.g., training on lead-based paint requirements).

The Department looks forward to continuing our partnership to assist lower income residents throughout your state. HUD is available to provide any assistance you require in implementing your TCAP program. If you or any member of your staff has questions, please contact OAHP at 202-708-2684 or email your questions to [TCAP@hud.gov](mailto:TCAP@hud.gov).

Sincerely,

A handwritten signature in black ink that reads "Nelson R. Bregón". The signature is written in a cursive style with a large, sweeping initial "N".

Nelson R. Bregón  
General Deputy Assistant Secretary

Enclosure

RECEIVED

JUL 27 2009

LOUISIANA HOUSING  
FINANCE AGENCY