

2007



Low Income Housing Tax Credits

NEBRASKA  
possibilities...endless<sup>SM</sup>

Department of Economic Development

HOME Funds

Application

## INSTRUCTIONS AND CERTIFICATION

### 1. INSTRUCTIONS:

The undersigned applicant hereby makes application to the Nebraska Investment Finance Authority (“NIFA”) for a reservation of federal low-income housing tax credits (“LIHTC”). Applications must be submitted to NIFA in the following manner:

- (a) Applications are due no later than 5:00 p.m. on the last day of the application cycle as described in NIFA’s LIHTC Allocation Plan.
- (b) An original and three (3) copies must be provided.
- (c) Please provide a copy of Exhibit 10 on a disk or email to [robin.ambroz@nifa.org](mailto:robin.ambroz@nifa.org) in addition to attaching a copy labeled at Exhibit 10.
- (d) Applications must be accompanied by an application fee in an amount equal to 1% of the annual LIHTC request.
- (e) Each copy must be standard two-hole-punched at the top.
- (f) All Exhibit numbers must be clearly identified by tabs.

Failure to submit the required tabbed copies in the preceding manner will result in the application being returned to the applicant without NIFA’s and/or NDED’s review. The original application package must have an original signature. Certain items in the application package (architect’s drawings, oversized maps, brochures, etc.) need not be reproduced. The application may be clipped or banded for delivery purposes but should not be bound. The application must be filled out completely, with all questions and items completed. If a question or item does not pertain to your Development, insert “N/A” in the applicable space. Inaccurate or incomplete information in this application may result in forfeiture of any LIHTC reserved or allocated.

### 2. APPLICATION REQUIREMENTS FOR HOME FUNDS *(to be verified by Nebraska Department of Economic Development)*

The following application requirements will be verified with data and information available to the Nebraska Department of Economic Development (NDED) and do not need to be specifically addressed in the application.

1. Applicant is eligible. Eligible HOME applicants include 501 (c)(3) and 501 (c)(4) non-profit organizations, Community Housing Development Organizations (CHDOs), Local/Regional Housing Authorities, and Units of Local Government. 501 (c)(3) and 501 (c)(4) non-profit organizations must include affordable housing in their mission.
2. Activities are eligible and comply with state Nebraska Affordable Housing Program (NAHP) priorities. For more information on NAHP priorities, go to the 2007 Annual Action Plan located at: [http://www.crd.neded.org/publications/application\\_guidelines.htm](http://www.crd.neded.org/publications/application_guidelines.htm).
3. Applicant has addressed and cleared all compliance problems from past awards and responses have been accepted by NDED.
4. Applicant is current with all NDED reporting requirements (semiannual status reports, closeout reports, audit reports, notification of annual audit reports, quarterly report assessment forms, etc.).
5. If invited by NDED, applicant and application preparer must attend Contract Negotiations on the dates and locations determined by NDED and respond with satisfactory contract negotiation information in writing to the HOME LIHTC Set-aside by deadlines provided by NDED.



**4. CERTIFICATION OF HOME APPLICANT (if applying for HOME Funds and LIHTC)**

The undersigned certifies to the Nebraska Department of Economic Development:

He\she is duly authorized to so certify, and sign this application on behalf of the HOME applicant, under procedures prescribed by the governing rules\organizing documents applicable to governance of the applicant.

That the application contents, which include materials both preceding and following this certification, and all accompanying Exhibits, which Exhibits are incorporated herein by this reference, are true and correct to the best of my knowledge and belief.

That this certification applies to any and all certifications and assurances which may be internally contained within the body of the application (or internally contained within the incorporated Exhibits), as well as to the entirety of the application. Examples (but not an exhaustive listing) of such internally contained certifications and assurances include: the certification found at Exhibit 16 (entitled “Statement of Assurances and Certification for Local Governments”); and the certification found at Exhibit 18 (entitled “Applicant Certification Form for Non-Profits and Housing Authorities”).

He\she commits the applicant to notifying the Department of Economic Development of any changes to the original application within 15 days of the change.

\_\_\_\_\_  
Signature as Authorized Official for Applicant      Printed Name & Title      Date

STATE OF                                    )  
  ) ss.  
COUNTY OF                                )

I, the undersigned, a notary public in and for said County, in said State, hereby certify that \_\_\_\_\_, whose name signed to the foregoing statement, and who is known to me, acknowledged before me on this date, that being informed of the contents of this statement, executed the same voluntarily.

Given under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary Public Seal \_\_\_\_\_

**5. IDENTIFICATION OF CONSULTANT (if a consultant is paid a fee in connection with the making or filing of this application)**

Applicant is employing the services of the following consultant(s), identified below, who will assist the applicant and/or its joint venturer or partner with all or a part of this application. For purposes of this application, “consultant” shall include accountants, investment bankers, financial advisors, investors, syndicators, attorneys and any other advisor or consultant who is assisting the applicant in the completion and/or filing of this application. For each such consultant, provide the information below and include an executed “Statement and Certification of Consultant”.

Name of Consultant: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone Number: (\_\_\_\_\_)\_\_\_\_\_ Facsimile Number: (\_\_\_\_\_)\_\_\_\_\_

6. **STATEMENT AND CERTIFICATION OF CONSULTANT** (if a consultant is utilized in the making or filing of this application)

The undersigned, as consultant(s) to the applicant entity, am (are) familiar with the provisions of the Internal Revenue Code with respect to the LIHTC Program, and, to the best of my (our) knowledge and belief, the applicant entity has complied, or will comply, with all of the requirements which are prerequisite to an allocation of LIHTC by the NIFA. I (We) understand that the LIHTC program will be governed and controlled by rules and regulations issued by the United States Treasury, and I (we) have read such rules and am (are) familiar with the requirements thereof. The undersigned further certifies that the information set forth in this application, and any attachments and exhibits thereto, is true, correct and complete, that no information contained in this application or in the listed attachments and exhibits is in any way false, incorrect or incomplete; and that the proposed construction/rehabilitation will not violate zoning ordinances or deed restrictions.

I (We) understand that any misrepresentations and/or fraudulent information contained within this application may result in the revocation of LIHTC by NIFA and potentially my (our) and related parties being barred from future LIHTC Program participation and notification of such to the Internal Revenue Service.

I (We) hereby make application to NIFA for a reservation of LIHTC. The undersigned hereby acknowledges that the making of a reservation by NIFA does not warrant that the development is financially feasible or otherwise qualified to claim LIHTC. I (We) agree that NIFA’s directors, officers, employees and agents will not be held responsible or liable for any representations made to the undersigned or its investors relating to the LIHTC Program; therefore, I (we) assume the risk of all damages, losses, costs and expenses related thereto and agree to indemnify and save harmless NIFA or any of its directors, officers, employees and agents against any and all claims, suits, losses, damages, costs and expenses of any kind and of any nature that NIFA may hereinafter suffer, incur or pay arising out of its decision concerning the application for LIHTC or the use of the information concerning the LIHTC Program.

Signature of Consultant \_\_\_\_\_ Date \_\_\_\_\_

STATE OF )  
 ) ss.  
COUNTY OF )

I, the undersigned, a notary public in and for said County, in said State, hereby certify that \_\_\_\_\_, whose name signed to the foregoing statement, and who is known to me, acknowledged before me on this date, that being informed of the contents of this statement, executed the same voluntarily.

Given under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Notary Public Seal \_\_\_\_\_

7. **INQUIRIES** should be directed to:

LIHTC Program:  
Manager – LIHTC & CRANE Programs  
Nebraska Investment Finance Authority  
1230 O Street, Suite 200  
Lincoln, NE 68508-1402  
Telephone: (402) 434-3900  
Facsimile: (402) 434-3921  
Web Address: [www.nifa.org](http://www.nifa.org)

HOME Program:  
Paula Rhian  
Nebraska Department of Economic Development  
P.O. Box 94666  
Lincoln, NE 68509-4666  
Telephone: (402) 471-3760  
Facsimile: (402) 471-8405  
Web Address: <http://crd.neded.org>

**B. DEVELOPMENT OVERVIEW**

**DEVELOPMENT NAME AND ADDRESS:**  
Development Name: \_\_\_\_\_  
Address: \_\_\_\_\_ County: \_\_\_\_\_  
City: \_\_\_\_\_ Legislative District: \_\_\_\_\_  
Zip Code: \_\_\_\_\_ Congressional District: \_\_\_\_\_

**LIHTC APPLICANT INFORMATION:**  
 For-Profit  Non-Profit 501(c) (3)  Non-Profit 501(c) (4)  
Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_  
Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**HOME APPLICANT INFORMATION:**  
Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_  
Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
Federal Tax I.D. Number: \_\_\_\_\_ Area to be Served: \_\_\_\_\_  
Type of Applicant:  Unit of Local Government  State-Designated CHDO  
 Local \ Regional Housing Authority  Non-Profit 501(c) (3)  Non-Profit 501(c) (4)  
Region:  West  Central  Northeast (Including Omaha)  Southeast (Including Lincoln)

**OWNERSHIP INFORMATION:**  
Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_  
Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
Has Ownership Entity been formed?  Yes  No Federal Tax ID Number: \_\_\_\_\_  
Identify the Persons or Entities who will be part of the Ownership Entity:  
Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ Ownership Interest: \_\_\_\_\_%  
Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ Ownership Interest: \_\_\_\_\_%  
Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ Ownership Interest: \_\_\_\_\_%  
Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ Ownership Interest: \_\_\_\_\_%  
Has the applicant, or any affiliate of the applicant or ownership entity ever sold or transferred LIHTC to a new ownership entity prior to placing the buildings in service or within a year thereafter?  Yes  No *If "Yes", provide the details of the transfer in Exhibit 1.*  
*Attach a copy of the organizational documents for the Ownership entity, such as Articles of Incorporation, Bylaws, etc. as Exhibit 2.*

**TYPE OF LIHTC REQUESTED:**

- |   |  |
|---|--|
| <input type="checkbox"/> New Construction without Federal Subsidy             | <input type="checkbox"/> New Construction with Federal Subsidy             |
| <input type="checkbox"/> Rehabilitation without Federal Subsidy               | <input type="checkbox"/> Rehabilitation with Federal Subsidy               |
| <input type="checkbox"/> Acquisition & Rehabilitation without Federal Subsidy | <input type="checkbox"/> Acquisition & Rehabilitation with Federal Subsidy |
| <input type="checkbox"/> Acquisition & Rehabilitation with a 10-year waiver   | <input type="checkbox"/> Tax-Exempt Bond Financing Allocation              |

**MINIMUM SET-ASIDE ELECTION: (check one only)**

- 20-50 Test      The development meets this requirement if 20% or more of the residential units in the development are both rent-restricted and occupied by individuals whose income is 50% or less of the area median gross income.
- 40-60 Test      The development meets this requirement if 40% or more of the residential units in the development are both rent-restricted and occupied by individuals whose income is 60% or less of the area median gross income.

**LIHTC SET-ASIDE CATEGORIES:**

Applicant is requesting LIHTC from one of the following categories:  For-Profit  Non-Profit  
*If Non-Profit is selected, please complete Exhibit 3.*      Name of Non-Profit: \_\_\_\_\_

Applicant is requesting LIHTC from one of the following categories:  Urban-MSA  Rural

Applicant is requesting LIHTC under the CRANE Program?  Yes  No  
*(If "Yes", a CRANE application must be submitted and the Development assigned a CRANE category designation prior to the submittal of the LIHTC/HOME application.)*

**DEVELOPMENT INFORMATION:**

Will qualified tenants have a lease-purchase homeownership option?  Yes  No

Will the development be reserved for elderly tenants?  Yes  No *If Yes,*  Age 55+  Age 62+

If the development includes acquisition and rehabilitation, identify the date of the most recent sale or transfer of the building(s). Date: \_\_\_\_\_ Seller: \_\_\_\_\_

If the development includes acquisition and rehabilitation, was the rehabilitation work greater than 25% of any building's adjusted basis performed by the previous owner in the last 10 years?  Yes  No

If the development includes acquisition and rehabilitation, were the building(s) suitable for occupancy at the time of the most recent sale or transfer?  Yes  No

If any building in the development is an existing single-family, detached residence, was it used by the previous owner(s) as their principal residence during the past 10 years?  Yes  No

Is the development located in a Qualified Census Tract? (see list on page **11**)  Yes  No  
If "Yes", please identify the county: \_\_\_\_\_ and census tract number: \_\_\_\_\_

Has the development received an allocation of LIHTC from a previous year?  Yes  No  
If "Yes" provide year of allocation: \_\_\_\_\_ NIFA Number: \_\_\_\_\_ BIN Numbers: \_\_\_\_\_

**SITE INFORMATION:**

\_\_\_\_\_ Total Number of Buildings in the Development  
\_\_\_\_\_ Number of Stories in Tallest Building  
\_\_\_\_\_ Total Number of Units in the Development (LIHTC, HOME, Market, Other, etc.)  
\_\_\_\_\_ Total Number of LIHTC Units in the Development  
\_\_\_\_\_ % Percentage of LIHTC Units in the Development  
\_\_\_\_\_ Total Net Rentable Square Footage of all Rental Units in the Development  
\_\_\_\_\_ Total Square Footage for LIHTC Units  
\_\_\_\_\_ Total Square Footage of the Development  
\_\_\_\_\_ % Percentage of Floor Area for LIHTC Units  
\_\_\_\_\_ Square Footage of Area for Commercial Space  
\_\_\_\_\_ % Percentage of Floor Area for Commercial Space  
\_\_\_\_\_ Total Site Area (Land) to be used for the Development. Please Specify: Acres Square Feet

Will the Development have manager \ maintenance unit(s)? Yes No Number of Unit(s): \_\_\_\_\_

Development Structure: (check all that apply)

- Multifamily (more than 4 units per building) Duplex Elderly Housing
- Single-family Four-plex Congregate care facility
- Single Room Occupancy (SRO) Special Needs Other: \_\_\_\_\_

Have any of the Buildings in the Development been condemned or are uninhabitable? Yes No

Have any of the Buildings in the Development been acquired through foreclosure? Yes No

Will the Development include any relocation of any tenants? Yes No

*If "Yes," provide a detailed description of the relocation assistance in Exhibit 4.*

**FINANCING SUBSIDY INFORMATION:**

Nebraska Affordable Housing Trust Fund (NAHTF) \$ \_\_\_\_\_  
HOME Funds  NDED Allocation  City Allocation \$ \_\_\_\_\_  
FHLBank – Affordable Housing Program Funds \$ \_\_\_\_\_  
USDA – Rural Development \$ \_\_\_\_\_  
CDBG Funds \$ \_\_\_\_\_  
Tax Increment Financing (TIF) \$ \_\_\_\_\_  
Historic Tax Credit Equity \$ \_\_\_\_\_  
Tax Exempt Bond Financing \$ \_\_\_\_\_  
City Funds (Source: \_\_\_\_\_) \$ \_\_\_\_\_  
Other (Source: \_\_\_\_\_) \$ \_\_\_\_\_  
Other (Source: \_\_\_\_\_) \$ \_\_\_\_\_  
TOTAL \$ \_\_\_\_\_

**OPERATING ASSISTANCE INFORMATION:**

Do any of the units in the Development receive or will receive Rental Assistance? Yes No

*If Yes, check the type of Rental Assistance and complete Exhibit 5:*

- Section 8 New Construction \ Substantial Rehab Section 8 Project Based Assistance
- Section 8 Vouchers or Certificates RD 515 Assistance
- McKinney Act Funding State Assistance

Number of units receiving assistance: \_\_\_\_\_ Number of years the units will receive assistance: \_\_\_\_\_



**UTILITY ALLOWANCE CALCULATIONS:**

<u>Type</u>	<u>Gas \ Electric</u>		<u>Utility Paid By</u>		<u>Allowance Amount</u>				
	<input type="checkbox"/> Gas	<input type="checkbox"/> Electric	<input type="checkbox"/> Owner	<input type="checkbox"/> Tenant	0-Bdr.	1-Bdr.	2-Bdr.	3-Bdr.	4-Bdr.
Heating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
Air Conditioning		<input type="checkbox"/> Electric	<input type="checkbox"/> Owner	<input type="checkbox"/> Tenant	_____	_____	_____	_____	_____
Lighting		<input type="checkbox"/> Electric	<input type="checkbox"/> Owner	<input type="checkbox"/> Tenant	_____	_____	_____	_____	_____
Cooking	<input type="checkbox"/> Gas	<input type="checkbox"/> Electric	<input type="checkbox"/> Owner	<input type="checkbox"/> Tenant	_____	_____	_____	_____	_____
Hot Water	<input type="checkbox"/> Gas	<input type="checkbox"/> Electric	<input type="checkbox"/> Owner	<input type="checkbox"/> Tenant	_____	_____	_____	_____	_____
Sewer			<input type="checkbox"/> Owner	<input type="checkbox"/> Tenant	_____	_____	_____	_____	_____
Water			<input type="checkbox"/> Owner	<input type="checkbox"/> Tenant	_____	_____	_____	_____	_____
Trash			<input type="checkbox"/> Owner	<input type="checkbox"/> Tenant	_____	_____	_____	_____	_____
Cable TV			<input type="checkbox"/> Owner	<input type="checkbox"/> Tenant	_____	_____	_____	_____	_____
Total Utility Allowance:					_____	_____	_____	_____	_____
Total Utility Allowance Paid by the Tenant:					_____	_____	_____	_____	_____

Source of Data (Please provide a copy of the documentation in Exhibit 6):

- HUD     Local Housing Authority (Name: \_\_\_\_\_)  
 USDA – Rural Development     Utility Company Estimate (Name: \_\_\_\_\_)

**CONSTRUCTION FINANCING:**

List all Preliminary and Firm Financing Commitments, including any Grants, Owner Equity Contributions, or Deferred Fees. If applying for HOME funds, please indicate if the funds will be used during construction. Also include any source and amount of financing for any Commercial Space in the development.

<u>Lender or Source of Funds</u>	<u>Amount of Funds</u>	<u>Type of Financing*</u>	<u>Name &amp; Telephone Number of Contact Person</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total Construction Financing:	_____		

\* e.g. conventional loan, federal grant, deferred loan, etc.

**PERMANENT FINANCING:**

List all Preliminary and Firm Financing Commitments, including any Grants, Owner Equity Contributions, or Deferred Fees. Also include any source and amount of financing for any Commercial Space in the development.

<u>Lender Name &amp; Telephone Number</u>	<u>Amount of Funds</u>	<u>Interest Rate</u>	<u>Amortization Period (Months)</u>	<u>Loan Term (Years)</u>	<u>Annual Debt Service</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
Total Permanent Financing:	_____				Total Annual Debt Service: _____

**USE OF HOME FUNDS WITH LIHTC:**

Please answer the following questions if you are applying for HOME Funds in conjunction with LIHTC.

The HOME Funds will be treated as a grant and subtracted from eligible basis? Yes No

The HOME Funds will be loaned to the development at or above the Applicable Federal Rate (AFR)?

Yes No Proposed Interest Rate: \_\_\_\_\_

*NOTE: If the development is located in a Qualified Census Tract (QCT), the HOME Funds must be loaned at or above the AFR and compounded annually.*

The HOME Funds will be loaned to the development below the Applicable Federal Rate (AFR)?

Yes No Proposed Interest Rate: \_\_\_\_\_ *If Yes, at least 40% of the units must be restricted to households at or below 50% of the Area Median Income (AMI).*

**SYNDICATION INFORMATION:**

Low Income Housing Tax Credits

Historic Rehabilitation Tax Credits

Anticipated Net Equity Factor: \_\_\_\_\_

Anticipated Net Equity Factor: \_\_\_\_\_

Amount of Estimated Proceeds: \_\_\_\_\_

Amount of Estimated Proceeds: \_\_\_\_\_

Name of Syndicator: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

**DEVELOPMENT TEAM INFORMATION:**

*Each member of the Development Team must submit a resume listing qualifications, address, and telephone number in Exhibit 7.*

Name of Developer: \_\_\_\_\_

Name of General Partner: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Name of Management Company: \_\_\_\_\_

Name of Applicant \ Sponsor: \_\_\_\_\_

Name of Consultant: \_\_\_\_\_

Name of Architect: \_\_\_\_\_

Name of Development Attorney: \_\_\_\_\_

Name of Accountant: \_\_\_\_\_

Name of Syndication Firm: \_\_\_\_\_

List any direct or indirect financial or other interests a member of the Development Team may have with another member of the Team. List "none" if no identities of interest exist. \_\_\_\_\_

**NOTIFICATION OF PUBLIC OFFICIAL:**

Name of Political Jurisdiction: \_\_\_\_\_

Name and Title of Chief Executive Officer: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

**TAX-EXEMPT BONDS:**

If Tax-Exempt Bond Financing is requested with 4% LIHTC, please answer the following:

Will the development receive tax-exempt bond financing for at least 50% of the aggregate basis of the building(s) and land includable in the Development? Yes No

Total development cost: \_\_\_\_\_

Proposed rate for the tax-exempt financing: \_\_\_\_\_

Type of bond sale: Private Placement Public Sale

Will Credit Enhancement be provided for the bonds? Yes No

If “Yes” what type and by whom? \_\_\_\_\_

If a Public Sale is proposed, will the bonds be rated? Yes No

If “Yes” provide the following:

Grade: \_\_\_\_\_

Rating Agency: \_\_\_\_\_

Investment Bank: \_\_\_\_\_

Bond Trustee: \_\_\_\_\_

Projected Loan Terms:

Principal Amount: \_\_\_\_\_

Interest Rate: Fixed Variable

Term of Loan: \_\_\_\_\_ Years

Amortization: \_\_\_\_\_ Level \_\_\_\_\_ Balloon

Loan Security:

Development Mortgage: Yes No

Assignment of Development: Yes No

FHA Mortgage Insurance: Yes No

Personal Guarantees: Yes No

Bond Credit Enhancement: Yes No

*Note: If tax-exempt bond financing is requested with 4% LIHTC, this application must include Exhibit 11, “Initial No Objection Letter” signed by the bond issuer. Prior to any final bond allocation, the applicant must deliver to NIFA Exhibit 12, “Final No Objection Letter” signed by the bond issuer.*

**QUALIFIED CENSUS TRACTS BY COUNTY:**

Following are the Department of Housing and Urban Development statutorily mandated Qualified Census Tracts for IRC Section 42.

Douglas	3.00	5.00	6.00	7.00	8.00
	11.00	12.00	16.00	19.00	20.00
	27.00	29.00	32.00	39.00	40.00
	50.00	51.00	52.00	53.00	54.00
	59.01	59.02	60.00	61.01	
Sarpy	103.02				
Lancaster	4.00	5.00	6.00	7.00	8.00
	17.00	18.00	19.00	20.00	35.00
Buffalo	9696.00	<i>Enter Census Tract Number on Page 7, if applicable.</i>			
Burt	9401.00				
Keya Paha	9754.00				
Knox	9671.00				
Scotts Bluff	9537.00				
Thurston	9402.00				

**DEVELOPMENT COMPLETION SCHEDULE:** The shaded items must be completed by all applicants. If applying for HOME Funds, non-shaded items must also be completed.

Activity	Responsible Entity	Date
LIHTC Conditional Reservation Announcement and Invitation to HOME Contract Negotiations (if applicable)	NIFA/NDED	____/____
Attend and Complete HOME Contract Negotiations and Items	Applicant	____/____
NDED Award Letter Issued	NDED	____/____
NDED Contract Signed and Notice of Release of Funds Issued	NDED	____/____
Submit HOME Project Activity Setup	Applicant	____/____
Site Control and Warranty Deed	Applicant	____/____
Syndication Commitment Finalized	Applicant	____/____
Plans and Specs Finalized	Applicant	____/____
Construction Financing Executed	Applicant	____/____
Construction Contracts Signed	Applicant	____/____
Conditions for NIFA LIHTC Reservation Agreement Completed (90 days)	Applicant	____/____
Pre-Construction Conference	Applicant	____/____
Site Preparations	Applicant	____/____
Construction Started	Applicant	____/____
10 % Carryover Documentation submitted	Applicant	____/____
Marketing of Development Begins	Applicant	____/____
Construction 50% Complete	Applicant	____/____
Receive Tenant Applications	Applicant	____/____
Applicant Eligibility Determinations Made	Applicant	____/____
Certificate of Occupancy Issued (Construction 100% Complete)	Applicant	____/____
Start Lease Up	Applicant	____/____
Lease Up at 75-90%	Applicant	____/____
Submit HOME Completion Report within 120 days of Certificate of Occupancy	Applicant	____/____
Cost Certification Submitted	Applicant	____/____
LURA Recorded and Submitted	Applicant	____/____
IRS Form(s) 8609 Issued	NIFA	____/____
Permanent Financing Executed	Applicant	____/____
____ Units Occupied by Low Income Eligible Households	Applicant	____/____
Submit Revised HOME Completion Report (at full occupancy)	Applicant	____/____
Open House	Applicant	____/____

**C. EXHIBIT CHECKLIST**

The following is a checklist of materials for submission with the application. Please check each item that is included in the application package. Applicants must submit all Exhibits with the Exhibit number identified by tabs. Exhibit numbers must correspond to the Exhibit numbers set forth below.

Applicants may also self-score all pertinent items and enter the appropriate number of points earned for each requirement. **NOTE: Applications must obtain a score in each of the Threshold Criteria Items. Applications not scoring under all of the Threshold Criteria Items will not be considered for an allocation of LIHTC.** For a detailed description of the Exhibits, please refer to page 15.

**REQUIRED EXHIBITS**

**General Exhibits**

<b><u>General Exhibits</u></b>	<b><u>Description</u></b>
<input type="checkbox"/> EXHIBIT 1	Details of any sale or transfer of LIHTC
<input type="checkbox"/> EXHIBIT 2	Organizational documents for ownership entity
<input type="checkbox"/> EXHIBIT 3	Non-profit information
<input type="checkbox"/> EXHIBIT 4	Relocation assistance plan
<input type="checkbox"/> EXHIBIT 5	Evidence of rental assistance
<input type="checkbox"/> EXHIBIT 6	Utility allowance documentation
<input type="checkbox"/> EXHIBIT 7	Development team resumes
<input type="checkbox"/> EXHIBIT 8	Pictures of the site or structure taken from each direction. (North, South, East, & West)
<input type="checkbox"/> EXHIBIT 9	City location map with the development location identified
<input type="checkbox"/> EXHIBIT 10	Development Worksheets ( <b>See Exhibit Examples</b> )
<input type="checkbox"/> EXHIBIT 11	Initial No Objection Letter ( <b>Bond Projects</b> )
<input type="checkbox"/> EXHIBIT 12	Final No Objection Letter ( <b>Bond Projects</b> )
<input type="checkbox"/> EXHIBIT 13	Environmental review record and process ( <b>HOME Funds</b> )
<input type="checkbox"/> EXHIBIT 14	Notice of Public Hearing or Public Meeting ( <b>HOME Funds</b> )
<input type="checkbox"/> EXHIBIT 15	Authorizing Resolution for local governments ( <b>HOME Funds</b> )
<input type="checkbox"/> EXHIBIT 16	Statement of assurances and certifications for local governments ( <b>HOME Funds</b> )
<input type="checkbox"/> EXHIBIT 17	Residential anti-displacement and relocation assistance plan ( <b>HOME Funds</b> )
<input type="checkbox"/> EXHIBIT 18	Applicant certification for non-profits and housing authorities ( <b>HOME Funds</b> )
<input type="checkbox"/> EXHIBIT 19	Authorizing Resolution for non-profits and housing authorities ( <b>HOME Funds</b> )
<input type="checkbox"/> EXHIBIT 20	Certification of rental project federal assistance ( <b>HOME Funds</b> )

**Threshold Exhibits**

<b><u>Threshold Exhibits</u></b>	<b><u>Description</u></b>	<b><u>Points Available</u></b>	<b><u>Score</u></b>
<input type="checkbox"/> EXHIBIT 101	Outline specification of construction costs	1	_____
<input type="checkbox"/> EXHIBIT 102	Architectural Plans	1	_____
<input type="checkbox"/> EXHIBIT 103	Fair Housing Act and Section 504 – Design	1	_____
<input type="checkbox"/> EXHIBIT 104	Affirmative Marketing Plan	1	_____
<input type="checkbox"/> EXHIBIT 105	Site Control	1	_____
<input type="checkbox"/> EXHIBIT 106	Site Visit Review and Approval ( <b>HOME Funds</b> )	1	_____
<input type="checkbox"/> EXHIBIT 107	Zoning	1 or 2	_____
<input type="checkbox"/> EXHIBIT 108	Utilities	1	_____
<input type="checkbox"/> EXHIBIT 109	Applicant Information \ Previous Participation	1	_____
<input type="checkbox"/> EXHIBIT 110	Subsidies \ Public Funds	1, 2, or 3	_____
<input type="checkbox"/> EXHIBIT 111	Syndicator (LIHTC Investor) Letter of Interest	1	_____
<input type="checkbox"/> EXHIBIT 112	Construction Financing	1	_____
<input type="checkbox"/> EXHIBIT 113	Permanent Financing	1 or 2	_____
<input type="checkbox"/> EXHIBIT 114	Pro Forma Operational Statement	1 or 2	_____
<input type="checkbox"/> EXHIBIT 115	Market Study	1	_____
<input type="checkbox"/> EXHIBIT 116	Pre-notification of Local Jurisdiction	1	_____
<input type="checkbox"/> EXHIBIT 117	Capital Needs Assessment ( <b>Rehabilitations only</b> )	1	_____

**EXHIBIT CHECKLIST CONTINUED:**

<u>Other Selection Criteria Exhibits</u>	<u>Description</u>	<u>Points Available</u>	<u>Score</u>
<input type="checkbox"/> EXHIBIT 200	Compliance & Extended Use Periods	1, 2, or 3	_____
<input type="checkbox"/> EXHIBIT 201	Right of First Refusal	2	_____
<input type="checkbox"/> EXHIBIT 202	Eventual Tenant Homeownership	4	_____
<input type="checkbox"/> EXHIBIT 203	Development Characteristics	3	_____
<input type="checkbox"/> EXHIBIT 204	Unit Mix	2	_____
<input type="checkbox"/> EXHIBIT 205	Senior Development	2	_____
<input type="checkbox"/> EXHIBIT 206	Assisted Living Senior Development	4	_____
<input type="checkbox"/> EXHIBIT 207	Mixed Income Development	1, 2, or 3	_____
<input type="checkbox"/> EXHIBIT 208	Design Standards	Max = 12	_____
<input type="checkbox"/> EXHIBIT 209	Density Configuration	1 or 2	_____
<input type="checkbox"/> EXHIBIT 210	Small Community	3	_____
<input type="checkbox"/> EXHIBIT 211	Track Record	1	_____
<input type="checkbox"/> EXHIBIT 212	PHA Referral Agreement	1	_____
<input type="checkbox"/> EXHIBIT 213	Residential Provider Referral Agreement	1	_____
<input type="checkbox"/> EXHIBIT 214	Owner Financial Support	1	_____
<input type="checkbox"/> EXHIBIT 215	Amenities	Max = 8	_____
<input type="checkbox"/> EXHIBIT 216	Internet Access	3	_____
<input type="checkbox"/> EXHIBIT 217	Difficult to House Population	2, 4, or 6	_____
<input type="checkbox"/> EXHIBIT 218	Located in a Qualified Census Tract	1	_____
<input type="checkbox"/> EXHIBIT 301	LIHTC Management Plan, Qualifications, Experience, and Agreement	1	_____
<input type="checkbox"/> EXHIBIT 302	Supportive Services	3	_____
<b><u>NIFA Scored Criteria</u></b>		<b><u>Points Available</u></b>	
Threshold Criteria Met		1	
Targeting Gross Rents to Lower Levels		Up to 10	
Efficient Housing Production		Up to 6	
State Assessment / Housing Shortage		Up to 5	
Natural Disaster Designation		2	
Point Deductions		Up to Negative 20	

**YOUR APPLICATION IS COMPLETE!  
PLEASE ATTACH EXHIBITS FOLLOWING THIS PAGE.**

**D. DESCRIPTION OF EXHIBITS (DO NOT SUBMIT THIS SECTION WITH APPLICATION)**

<p><b><u>EXHIBIT 101 – COSTS</u></b></p> <p>1. Provide a detailed, outline specification of the proposed construction costs, material and equipment/appliances to be used in the construction / rehabilitation of the development. See Exhibit Examples for the required format.</p>	<p>Points Available: 1</p>
<p><b><u>EXHIBIT 102 – ARCHITECTURAL PLANS</u></b></p> <p>1. Provide preliminary architectural drawings to include <u>all</u> plot plan(s), elevation drawings (front, rear, and side), and schematic floor plans of the various unit sizes.</p> <p>2. In addition, <u>provide a signed certification from the Architect</u> that confirms that the development will be constructed in accordance/compliance with:</p> <ul style="list-style-type: none"> <li>(i) The applicable local energy conservation code, or, if no such code is applicable, then in accordance with the 2003 International Energy Conservation Code.</li> <li>(ii) Local Codes <u>or</u> Uniform Building Code, International Residential Building Code, National Building Code Standard Building Code <u>or</u> Council of American Officials one- or two-family code <u>or</u> minimum property standards at 24 CFR 200.925 (for multi-family) <u>or</u> 200.926 (for one- and two-unit dwellings)</li> <li>(iii) If applying for HOME Funds, <u>for rehabilitation</u>: The development will meet or exceed the <u>NDED rehabilitation standards</u>, and local code requirements or Uniform Building Code, International Residential Building Code, National Building Code Standard Building Code <u>or</u> Council of American Officials one- or two-family code <u>or</u> minimum property standards at 24 CFR 200.925 (for multi-family) or 200.926 (for one- and two-unit dwellings). The <u>NDED rehabilitation standards</u> can be found at: <a href="http://crd.neded.org/housing/home_manual.htm">http://crd.neded.org/housing/home_manual.htm</a></li> </ul> <p><i>NOTE: Material changes to the floor plan(s) without prior approval of NIFA could result in cancellation of the reservation or allocation of LIHTC.</i></p>	<p>Points Available: 1</p>
<p><b><u>EXHIBIT 103 – FAIR HOUSING ACT &amp; SECTION 504</u></b></p> <p>1. Provide a <u>signed certification from the Architect</u> that confirms that the development will be constructed in accordance/compliance with:</p> <ul style="list-style-type: none"> <li>(i) The Fair Housing Act Amendments of 1988; consideration being given to the accessibility/adaptability of units to handicapped occupancy.</li> <li>(ii) If applying for HOME funds, Section 504 accessibility requirements are applicable to the development. Describe what Section 504 requirements apply to the project and how they will be met and/or exceeded. Information regarding Section 504 accessibility requirements can be found at: <a href="http://www.access.gpo.gov/nara/cfr/waisidx_98/24cfr8_98.html">http://www.access.gpo.gov/nara/cfr/waisidx_98/24cfr8_98.html</a></li> </ul>	<p>Points Available: 1</p>
<p><b><u>EXHIBIT 104 – AFFIRMATIVE MARKETING PLAN</u></b></p> <p>1. Provide an Affirmative Marketing Plan that includes requirements and procedures with the following elements:</p> <ul style="list-style-type: none"> <li>(i) Methods for informing the public, owners, and potential tenants about fair housing laws and the property owner’s policies. For example, this</li> </ul>	<p style="background-color: #cccccc;"> </p>

<p>covers the use of the fair housing logo or equal opportunity language in marketing materials;</p> <ul style="list-style-type: none"> <li>(ii) A description of how the owner(s) will affirmatively market the development.</li> <li>(iii) A description of what the owner(s) will do to inform persons of the fair housing policies and availability of units to persons that are not likely to apply for housing if there were no special outreach efforts;</li> <li>(iv) Maintenance of records to document actions taken to affirmatively market the development and to assess marketing effectiveness; and</li> <li>(v) Description of how affirmative marketing efforts will be documented.</li> </ul>	<p>Points Available: 1</p>
<p><b><u>EXHIBIT 105 – SITE CONTROL</u></b></p> <ol style="list-style-type: none"> <li>1. Provide evidence of site control in the form of one of the following eligible forms (if multiple sites, the applicant must have control of <u>each site</u> making up the single Development).</li> <li>2. Exhibit 105 must also include a legal description and evidence of current fee ownership (e.g. a copy of the current seller’s recorded deed or a valid title commitment confirming Seller’s ownership).</li> <li>3. If applying for LIHTC’s only, the expiration of any purchase/option agreement must not occur until at least <u>90 days</u> after the deadline for submitting the final application.</li> <li>4. If applying for HOME funds, site control is limited to a purchase option agreement. <ul style="list-style-type: none"> <li>(i) In this case the purchase option agreement must contain an environmental review clearance escape clause, unless all NDED Environmental Review, and Uniform Relocation Assistance Act (URA) requirements have been met and approved by NDED.</li> <li>(ii) The expiration must not occur until at least <u>90 days</u> after the deadline for submitting the final application.</li> <li>(iii) If the applicant and/or development partner(s) plan to use previously owned land or lease the land for the development, contact Paula Rhian immediately at (402) 471-3760.</li> </ul> </li> </ol> <p><u>Eligible Types of Site Control:</u></p> <ol style="list-style-type: none"> <li>a. A valid contract/option to purchase the land (and building(s), if any) between the seller (who must be the current fee owner) &amp; the Owner, its general partner or an affiliated entity.</li> <li>b. Executed disposition and development agreement with a public agency. (Example: city owns the land (and building(s), if any) and has a transfer agreement with the Owner).</li> <li>c. Signed and recorded long term land lease (with a minimum term of 50 years) in a form acceptable to NIFA\NDED with evidence that the lessee owns the land.</li> <li>d. Recorded Warranty Deed in the name of the Owner, its general partner or an affiliated entity.</li> </ol>	<p>Points Available: 1</p>



<p><b><u>EXHIBIT 106 – SITE VISIT REVIEW AND APPROVAL</u></b></p> <p>1. If applying for HOME funds from NDED, a site visit review must be requested in writing to Paula Rhian at least 45 days prior to the current application deadline. Please attach a copy of the NDED Site Visit Review as Exhibit 106.</p> <p>2. If not applying for HOME funds, a site review is not required.</p>	<p>Points Available: 1</p>
<p><b><u>EXHIBIT 107 – ZONING</u></b></p> <p>1. Provide a letter from the appropriate local governmental body indicating the development’s status in relation to local zoning requirements for the proposed number and type of units or provide building permit(s). A form of Letter is included as Exhibit 107 in the Exhibit Examples.</p>	
<p>(i.) Development meets all local zoning requirements, including the proposed number and type of units, or provide building permits.</p>	<p>Points Available: 2</p>
<p>(ii.) If the development is not subjected to municipal zoning ordinances, then the Owner must supply NIFA\NDED with written documentation from the appropriate local governmental official, stating the proposed development can be built per the current governing land use regulations, subject only to review of final plans and specifications.</p>	<p>Points Available: 2</p>
<p>(iii.) If the development is currently a legal nonconforming use, as per zoning regulations, then the Owner must have the zoning administrator’s explicit evaluation that a conditional use permit, building permit or final approval will be obtained within <b>180 days</b> of the LIHTC reservation.</p>	<p>Points Available: 1</p>
<p><b><u>EXHIBIT 108 – UTILITIES</u></b></p> <p>1. For new construction, provide a letter from the appropriate local utility provider(s) indicating that applicable utilities are available <u>and</u> adequate to serve the development (water, sewer, electric, gas, as applicable). Building permits are acceptable evidence.</p> <p>2. For rehabilitation developments:</p> <p>(i.) Provide copies of current utility bills/receipts indicating the availability of services are also acceptable.</p> <p>(ii.) NIFA\NDED will also require written confirmation from the development’s engineer that the existing utilities either require no upgrades, or that upgrades are required with an explanation detailing the nature and extent of necessary upgrades as appropriate.</p>	
<p><b><u>EXHIBIT 109 – APPLICANT INFORMATION</u></b></p> <p>1. Provide a current listing of all directors and officers of the applicant and the proposed Owner (profit and/or non-profit), along with information describing their primary occupations.</p>	<p>Points Available: 1</p>
<p><b><u>EXHIBIT 110 – SUBSIDIES/PUBLIC FUNDS</u></b></p> <p>1. Provide copies of all relevant documents, including the amount and terms of any committed funds. If multiple funding sources (i.e. HOME, FHLB, TIF) are included in the development, NIFA\NDED will score based upon the resource that has the least level of readiness and commitment.</p>	

(i.) No subsidies\public funds are anticipated for the development.	Points Available: 3
(ii.) All anticipated subsidies\public funds are evidenced by firm commitments or awards (in the case of historic rehabilitation tax credits, a fully executed Part I or evidence that the development is listed on the National Historic Register).	Points Available: 3
(iii.) All anticipated subsidies\public funds <u>have been properly applied for</u> , and an acknowledgement letter has been provided by the subsidy provider(s). (If applying for HOME funds from NDED as part of this application, no further acknowledgement is required).	Points Available: 2
(iv.) All anticipated subsidies\public funds <u>have been discussed with all proper authorities</u> , and such discussions have been acknowledged in writing by all subsidy provider(s).	Points Available: 1
<p><b><u>EXHIBIT 111 – SYNDICATOR LETTER OF INTEREST</u></b></p> <p>1. Attach and label as Exhibit 111, a syndicator commitment or letter of interest for the development which includes the following:</p> <p>(i.) Confirmation that the development’s pro forma financial statement, other financial projections and LIHTC assumptions meet or exceed the investor’s underwriting guidelines.</p> <p>(ii.) The assumptions made by the investor in connection with the commitment\letter of interest for the development.</p> <p><b>NOTE: The commitment or letter of interest must not expire until at least 6 months after the deadline for submitting the final application, and an executed syndication agreement will be required within 90 days of the date of the conditional reservation.</b></p>	
<p><b><u>EXHIBIT 112 – CONSTRUCTION \ INTERIM FINANCING</u></b></p> <p>1. Provide fully executed copies of all financing interest/commitment letters from bona fide lending institutions. Construction/interim financing must cover all financing needs not covered by equity contributions, grants, permanent financing or other funding sources; and be adequate to complete construction.</p> <p>2. Construction/Interim Financing Commitments and Letters of Interest must contain the amount of financing, the term of the loan, the interest rate, the amortization period of the loan and the proper signatures of all parties. An example form of Financing Commitment is included in the Exhibit Examples.</p>	
(i.) Construction/Interim Financing Commitments or Letters of Interest, for the entire construction/acquisition/rehabilitation financing amount, binding upon the lender(s) for at least six months after the application is submitted.	Points Available: 1
(ii.) The applicant intends to finance all of the construction/rehabilitation costs from its own resources. To qualify for these points, the applicant must provide a third-party verification or a notarized letter stating that it was signed under penalty of perjury that such resources are (A) available and (B) committed solely to finance the development.	Points Available: 1

<b><u>EXHIBIT 113 – PERMANENT FINANCING</u></b>		
<p>1. Provide fully executed copies of all financing interest/commitment letters from bona fide lending institutions. Permanent financing must cover all financing needs not covered by equity contributions, grants or other funding sources; and must be adequate to achieve the minimum debt service coverage ratio required by NIFA\NDED, the lender and syndicator.</p> <p>2. Permanent Financing Commitments and Letters of Interest must contain the amount of financing, the term of the loan (Note: term must be for a minimum of 15 years), the interest rate, the amortization period of the loan and the proper signatures of all parties. An example form of Financing Commitment is included in the Exhibit Examples.</p>		
(i.)	Permanent Financing Commitments, for the entire permanent financing amount, binding upon the lender(s) for at least six months after the application is submitted.	Points Available: 2
(ii.)	The applicant intends to finance all of the development costs from its own resources. To qualify for these points, the applicant must provide a third-party verification or a notarized letter stating that it was signed under penalty of perjury that such resources are (A) available and (B) committed solely to finance the development.	Points Available: 2
(iii.)	Letters of Interest, for the entire permanent financing amount.	Points Available: 1
<b><u>EXHIBIT 114 – PRO FORMA OPERATIONAL STATEMENTS</u></b>		
<p>1. The pro forma operational statement must provide that the development will be financially viable for a minimum of <u>15 years</u>. NIFA and/or NDED reserves the right to adjust the pro forma to reflect economic and/or market conditions as they deem appropriate. The pro forma must satisfy the following requirements:</p> <ul style="list-style-type: none"> <li>a. Must be consistent with the spreadsheets completed in Exhibit 10.</li> <li>b. Show the value of in-kind or donated services as both income and expense.</li> <li>c. Show any cash flow distribution after debt service including partnership distributions, payment of any deferred developer fees, incentive management fees, and any repayment of hard and soft-debt (to including HOME funds).</li> </ul>		

<p>2. Applicant should prepare the pro forma in accordance with the following minimum underwriting guidelines:</p> <table border="1" data-bbox="188 296 1226 642"> <thead> <tr> <th colspan="3" data-bbox="188 296 1226 331">Minimum Underwriting Guidelines</th> </tr> <tr> <th data-bbox="188 331 764 401"></th> <th data-bbox="764 331 1019 401">LIHTC Only</th> <th data-bbox="1019 331 1226 401">LIHTC with HOME Funds</th> </tr> </thead> <tbody> <tr> <td data-bbox="188 401 764 436">Replacement Reserves (per unit, per year)</td> <td data-bbox="764 401 1019 436">\$250</td> <td data-bbox="1019 401 1226 436">\$350</td> </tr> <tr> <td data-bbox="188 436 764 506">Operating Reserves (debt service + operating expenses)</td> <td data-bbox="764 436 1019 506">Consult lender(s) &amp; syndicator</td> <td data-bbox="1019 436 1226 506">8 months</td> </tr> <tr> <td data-bbox="188 506 764 541">Vacancy Rate</td> <td data-bbox="764 506 1019 541">7%</td> <td data-bbox="1019 506 1226 541">7%</td> </tr> <tr> <td data-bbox="188 541 764 577">Revenue Escalator (maximum allowed)</td> <td data-bbox="764 541 1019 577">2%</td> <td data-bbox="1019 541 1226 577">2%</td> </tr> <tr> <td data-bbox="188 577 764 613">Expense Escalator (minimum required)</td> <td data-bbox="764 577 1019 613">3%</td> <td data-bbox="1019 577 1226 613">3%</td> </tr> <tr> <td data-bbox="188 613 764 648">Debt Service Coverage Ratio</td> <td data-bbox="764 613 1019 648">1.15</td> <td data-bbox="1019 613 1226 648">1.15</td> </tr> </tbody> </table> <p>3. The pro forma operating statement must show that, for the first full year after construction completion, the development will achieve a debt service coverage ratio of:</p>	Minimum Underwriting Guidelines				LIHTC Only	LIHTC with HOME Funds	Replacement Reserves (per unit, per year)	\$250	\$350	Operating Reserves (debt service + operating expenses)	Consult lender(s) & syndicator	8 months	Vacancy Rate	7%	7%	Revenue Escalator (maximum allowed)	2%	2%	Expense Escalator (minimum required)	3%	3%	Debt Service Coverage Ratio	1.15	1.15	
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Expense Escalator (minimum required)	3%	3%																							
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<p>(i.) 1.20 or higher</p>	Points Available: 2																								
<p>(ii.) Between 1.15 and 1.19</p>	Points Available: 1																								
<p><b><u>EXHIBIT 115 – MARKET STUDY</u></b></p> <p>1. IRC Section 42 requires a comprehensive market study of the housing needs within the community in which the development will be located. A description of information required to be included in the market study is set forth in the Exhibit Examples labeled Exhibit 115.</p>	Points Available: 1																								
<p><b><u>EXHIBIT 116 – PRE-NOTIFICATION</u></b></p> <p>1. Provide a copy of the letter(s) submitted to the chief executive officer (or its designee) for each applicable local jurisdiction. The letter must describe the following characteristics of the Development: a) the Development’s configuration (i.e. number of units, bedroom types); b) density; c) planned use; d) intent to apply for LIHTC.</p> <p>2. Provide a confirmation of receipt, for each pre-notification. Confirmation can be evidenced by either certified mail receipt, overnight mail receipt or a confirmation letter from the appropriate official’s office.</p>	Points Available: 1																								
<p><b><u>EXHIBIT 117 – CAPITAL NEEDS ASSESSMENT</u></b></p> <p>1. If the development involves the rehabilitation of existing building(s), the application needs to include a capital needs assessment (a “CNA”) for the building(s). A description of information required to be included in the CNA is set forth in the Exhibit Examples.</p> <p>2. If the development does not involve rehabilitation of an existing building, a CNA is not required.</p>	Points Available: 1																								

**ALL APPLICATIONS MUST SCORE IN EACH OF THE ABOVE THRESHOLD CRITERIA TO RECEIVE FURTHER CONSIDERATION BY NIFA AND/OR NDED.**

<b><u>EXHIBIT 200 – COMPLIANCE &amp; EXTENDED USE PERIODS</u></b>	
<ol style="list-style-type: none"> <li>1. Provide a statement which identifies <u>the compliance period</u> and <u>extended use period</u> that will be applicable to this development. The minimum term of the low-income occupancy commitment for the development is 30 years (15-year compliance period plus a 15-year extended use period). Points will be awarded when the Owner elects to extend the compliance period for an additional number of years.</li> <li>2. If the compliance period is so extended, the compliance period will be reflected in the LURA.</li> <li>3. CROWN developments must elect the 15 year compliance period and a 15 year extended use period (30 years total). <ol style="list-style-type: none"> <li>(i.) 15 year compliance period + 15 year extended use period = 30 total</li> <li>(ii.) 20 year compliance period + 15 year extended use period = 35 total</li> <li>(iii.) 25 year compliance period + 15 year extended use period = 40 total</li> <li>(iv.) 30 year compliance period + 15 year extended use period = 45 total</li> </ol> </li> </ol>	
	Points Available: 0
	Points Available: 1
	Points Available: 2
	Points Available: 3
<b><u>EXHIBIT 201 – RIGHT OF FIRST REFUSAL</u></b>	
<ol style="list-style-type: none"> <li>1. Provide a statement which identifies that the Owner will commit to offer a right of first refusal to tenants, tenant groups, tenant cooperatives, non-profit entities under IRC Section 501(c)(3) or 501(c)(4), governmental entities and/or resident management corporations, to purchase the development at the end of the fifteenth year of the compliance period. Also include in the statement to whom the Owner intends to offer the right of first refusal.</li> <li>2. IRC Section 42(i)(7) references a formula for determining this purchase price, equal to outstanding debt remaining on the development (excluding any debt added in the five years prior to sale) plus federal, state and local taxes due as a result of the sale.</li> <li>3. The right of first refusal will be incorporated into the LURA.</li> </ol>	Points Available: 2
<b><u>EXHIBIT 202 – EVENTUAL TENANT HOMEOWNERSHIP (CROWN)</u></b>	
<ol style="list-style-type: none"> <li>1. Provide a feasible plan to provide affordable home ownership opportunities to the low-income tenants of the development. To complete the plan, please consult the CROWN Land Use Restriction Agreement found at <a href="http://www.nifa.org">http://www.nifa.org</a>.</li> <li>2. Indicate whether the homeownership program will be operated as one of the following: <ol style="list-style-type: none"> <li>(i.) Shorter-term model</li> <li>(ii.) Longer term model</li> </ol> </li> <li>3. These points are limited to developments proposing a condo regime or developments with a separate legal description so that units can be deeded or conveyed to low-income tenants.</li> <li>4. NIFA and/or NDED will also consider, for scoring in this item, feasible plans by which low-income tenants are credited with equity, for the purchase of residences outside the development.</li> <li>5. All homeownership plans described in Exhibit 202 will be incorporated into the LURA.</li> </ol>	Points Available: 4

<p><b><u>EXHIBIT 203 – DEVELOPMENT CHARACTERISTICS</u></b></p> <ol style="list-style-type: none"> <li>1. If the development is a federally assisted building (within the meaning of IRC Section 42(d)(6)(B)) in danger of having the mortgage assigned to HUD or RD, or in danger of creating a claim on a federal mortgage insurance fund, provide a letter from the institution to which the development is in danger of being assigned to.</li> <li>2. Points may also be awarded for this Exhibit if a voluntary restructuring or refinancing of an existing building is proposed to preserve project-based rental assistance.</li> </ol>	<p>Points Available: 3</p>
<p><b><u>EXHIBIT 204 – UNIT MIX</u></b></p> <ol style="list-style-type: none"> <li>1. The composition of the development must offer a unit mix which is targeted to low-income families with children, including individuals with children, as evidenced by the fact that 10% or more of the LIHTC units in the development are <u>three bedrooms or larger</u>.</li> <li>2. To qualify for these points, each of the targeted units must have at least a net 1,000 square feet of living space for three bedrooms and a minimum of 1¾ bathrooms, or a net 1,100 square feet for four bedrooms and a minimum of 1¾ bathrooms.</li> <li>3. The development’s LURA will reflect this targeting as an additional use restriction.</li> </ol>	<p>Points Available: 2</p>
<p><b><u>EXHIBIT 205 – SENIOR DEVELOPMENT</u></b></p> <ol style="list-style-type: none"> <li>1. The Fair Housing Act prohibits discrimination against families with children. However, it exempts from this prohibition certain types of elderly housing. The exemption applies to “62 or over projects” and “55 and over projects,” each of which must meet particular standards. The former requires that all units in a development be restricted to tenants who are at least 62 years of age. The latter requires that at least 80% of the units in a development have at least one resident who is at least 55 years of age and that the development have “policies and procedures” which make it clear that the development is for senior tenants.</li> <li>2. In addition to the above-described requirements, provide a statement confirming that the development will meet the following requirements: <ol style="list-style-type: none"> <li>(i) Units in senior developments must have the following minimum square footage: One bedroom: 650 square feet; Two bedroom: 800 square feet.</li> <li>(ii) Senior developments must include handrails along steps and common areas, grab bars in bathrooms, routes that allow for barrier-free access, lever-type doorknobs, single-lever faucets and elevators for developments with more than two stories.</li> <li>(iii) Provide evidence showing that the senior development is located on a suitable site that is within reasonable walking distance of basic services or has adequate access to public transportation.</li> <li>(iv) Units in a senior development must be restricted to seniors who qualify for an exception or exemption under the Fair Housing Act.</li> </ol> </li> </ol>	<p>Points Available: 2</p>

**EXHIBIT 206 – ASSISTED LIVING SENIOR DEVELOPMENT**

1. For purposes of the LIHTC application, the term “Assisted Living” shall have the meaning as set forth in IRC Section 42, regulations and/or rulings there-under. The types of services that jeopardize the status of an assisted living development are continual or frequent nursing, medical or psychiatric services.
2. Under the regulations promulgated under IRC Section 42, services and rents must be billed separately.
3. The development must provide a complete living facility, including a kitchen that consists of at least a small refrigerator, sink, pull-down table and two-burner stove with an oven (or a full-sized microwave oven).
4. The development may provide additional services to the tenants, such as laundry, housekeeping, regular daily meals in a common dining facility, 24-hour monitoring of emergency call service, planned social activities, transportation services to shopping, hospital and doctor, medication management and routine checking of well-being (i.e., assistance in getting in and out of bed and chairs, assistance in using sanitary facilities and assistance in walking).
5. While the assisted living program does not establish a minimum or maximum unit size, applicants are advised that developments with 10 or fewer units may have difficulty delivering needed services in a cost-effective manner.
6. The assisted living program is intended to provide assisted living alternatives to low- and moderate-income chronically impaired or disabled elderly persons in a homelike environment.
7. All proposals must include a long-term affordability provision and a Site-Specific Market Study.
8. Given the high cost of constructing and operating an assisted living development, sponsors are encouraged to secure other sources of funding to offset the cost of providing shelter and services for low- and moderate-income frail elderly persons.
9. The architectural design should create a “homelike” residential setting that emphasizes a “homelike” environment which promotes the residents’ quality of life and independence while providing efficient delivery of planned services to the residents.
10. Underwriting Terms:
  - (i) Debt Service Coverage: should be at least 1.20.
  - (ii) Operating Expenses: must be separated into building and supportive service costs.
  - (iii) Vacancy Rates: should be based on 7% for the cash flow analysis.
  - (iv) Other Income: can include up to 2% of the gross rental income if adequately supported by market and other data.

Points Available: 4

<p>(v) Replacement Reserves: will be funded from revenues in an amount equal to the greater of 2% of the effective gross income or \$350 per unit per year.</p> <p>(vi) Operating Deficit Reserve: an operating deficit reserve must be funded in an amount equal to the development’s projected losses prior to stabilization of occupancy. A 24-month cash flow analysis will be completed to estimate operating losses during the rent-up period.</p> <p>(vii) Operating Reserve: a minimum operating reserve equal to six months of debt service and six months of operating expenses (including residential cost, service cost and board cost) must be funded in the development’s budget.</p>	
<b><u>EXHIBIT 207 – MIXED INCOME DEVELOPMENTS</u></b>	
<p>1. To encourage mixed income tenancy, up to three points will be awarded if a statement is provided confirming that the development has at least 10%, 15%, or 20% of the units in <u>each building</u> set aside for market rate tenants.</p>	
<p>(i.) 10% of the units in each building are Market Rate Units</p>	Points Available: 1
<p>(ii.) 15% of the units in each building are Market Rate Units</p>	Points Available: 2
<p>(iii.) 20% of the units in each building are Market Rate Units</p>	Points Available: 3
<b><u>EXHIBIT 208 – DESIGN STANDARDS</u></b>	
<p>1. NIFA\NDED encourages the construction of multifamily developments that reflect the character of the community in which they are located.</p> <p>2. Factors that will influence development design standards are: a) the marketability of the development and appearance of the site; b) attractive exterior features will assist in the marketability of the development; c) durability and low maintenance.</p> <p>3. Points will be awarded in each of the following categories if the development architect <u>certifies</u> that the following standards will be met. <u>In addition to the Architect’s certification, supporting documentation/literature (i.e., product specification sheets) must be provided and attached as part of Exhibit 208.</u></p> <p>4. A maximum of 12 points are available in this category. Failure to fulfill the commitment to provide design standard(s) will result in the revocation of the LIHTC.</p>	
<p>(i.) Development will be designed in accordance with the Nebraska “Green Built Home Program”. For more information on the “Green Built Home Program”:<a href="http://www.neo.state.ne.us/home_const/worksheet_g1-04.pdf">http://www.neo.state.ne.us/home_const/worksheet_g1-04.pdf</a></p> <p style="text-align: center;"><b>OR</b></p> <p>Development will include a geothermal (ground source), closed loop heat pump system.</p>	Points Available: 3
<p>(ii.) Development will include a high efficiency heating/cooling system (90% AFUE-Gas Heating, and 12 SEER Air Conditioner, or 7.8 HSPF/12 SEER Heat Pump.</p>	Points Available: 2
<p>(iii.) Buildings will have brick or stone exterior finish material in excess of 25% of the exterior wall surfaces on the whole elevation of the building. Non-standard masonry materials must be pre-approved by NIFA\NDED (i.e., z-brick).</p>	Points Available: 2



<p>(iv.) Significant landscaping on street-visible exterior elevations. Attach a proposed <u>landscape plan detailing plant and tree types and sizes</u>, as well as their location relative to the building(s).</p>	<p>Points Available: 2</p>
<p>(v.) The development will meet the Secretary of the Interior's Standards for Rehabilitation as interpreted by the National Park Service (includes Part I and Part II). The standards can be found at: <a href="http://www.cr.nps.gov/hps/tps/tax/brochure2.htm#StandardsHistoricDistricts">http://www.cr.nps.gov/hps/tps/tax/brochure2.htm#StandardsHistoricDistricts</a></p>	<p>Points Available: 2</p>
<p>(vi.) A percentage of the units in the development will meet the “visitability” design standards as defined by the Nebraska Assistive Technology Partnership. To receive points in this category, 20% or more of the total units must meet the visitability design standards. These standards can be found at: <a href="http://www.nde.state.ne.us/ATP">http://www.nde.state.ne.us/ATP</a></p>	<p>Points Available: 2</p>
<p>(vii.) Exterior additions such as pre-finished wood or clad windows, shutters, decorative exterior finishes, patio/porch fencing or additional trim.</p>	<p>Points Available: 1</p>
<p>(viii.) The roofing and siding of all buildings exceed the relevant standards set by the American Society for Testing and Material (ASTM). Attach a certification from the development architect detailing the relevant ASTM standards and that the development exceeds such standards.</p>	<p>Points Available: 1</p>
<p>(ix.) A central collection area will be provided on-site and accessible to all units for the collection and storage of recyclables. For single family developments, individual collection bins for each unit are acceptable.</p>	<p>Points Available: 1</p>
<p><b><u>EXHIBIT 209 – DENSITY CONFIGURATIONS</u></b></p>	
<p>1. Provide a statement certifying that the LIHTC units in the development will meet the conditions outlined below.</p> <p>2. Per-acre measurement does not include access roads, but can include bordering dedicated improved permanent open space (park) available for use by the tenants.</p>	<p></p>
<p>(i.) Development has a density configuration of 12 units or less per acre (an acre equals 43,560 sq. feet)</p>	<p>Points Available: 1</p>
<p>(ii.) Development has a density configuration of 12 units or less per acre, and also includes a building design that 1) does not exceed two stories; and 2) includes a separate outside entrance for each unit.</p>	<p>Points Available: 2</p>
<p><b><u>EXHIBIT 210 – SMALL COMMUNITY</u></b></p>	
<p>1. Provide a statement that specifies that the development will be located in a small community. “Small communities” are defined as communities with a total population of 3,500 or less.</p>	<p>Points Available: 3</p>
<p><b><u>EXHIBIT 211 – TRACK RECORD</u></b></p>	
<p>1. Provide documentation detailing the Owner’s track record of successfully developing and operating affordable rental housing under a program designated by HUD, RD, an agency which allocates LIHTC or any other verifiable source to the satisfaction of the Executive Director. Include the following information: name and location of all properties; number of units; and number of years owned</p> <p>2. Developers/owners with unfavorable prior performance as determined solely in NIFA’s/NDED’s opinion may not qualify for points in this category.</p>	<p>Points Available: 1</p>

<p><b><u>EXHIBIT 212 – PHA REFERRAL AGREEMENT</u></b></p> <p>1. Provide a signed agreement between the Owner and the housing authority to consider, as potential tenants, those households on the public housing authority waiting list. A sample Referral agreement form is included in the Exhibit Examples. Note: If there is no public housing authority in the locality, the Owner may utilize the nearest housing authority or the office responsible for the Section 8 program.</p>	<p>Points Available: 1</p>
<p><b><u>EXHIBIT 213 – RESIDENTIAL PROVIDER REFERRAL AGREEMENT</u></b></p> <p>1. Attach a “Residential Provider Referral Agreement”, signed between the Owner and a “Provider” (as defined below) for the Development. This Agreement must consider, as potential tenants, persons with physical and/or mental disabilities. A sample Referral Agreement form is included in the Exhibit Examples.</p> <p>2. “Provider” means a local supportive service provider authorized through the Nebraska Health and Human Services System to be a regional network provider, and/or a Medicaid-enrolled provider, which offers service(s) to persons with physical or mental disabilities.</p>	<p>Points Available: 1</p>
<p><b><u>EXHIBIT 214 – OWNER FINANCIAL SUPPORT</u></b></p> <p>1. Provide a statement that acknowledges that the parties to the development agree to defer payment of a fee payable by the development, or a partner/member agrees to make a capital contribution to the development entity and the following requirements are met:</p> <p style="padding-left: 40px;">(i.) Aggregate of deferred fees and capital contributions must equal at least 5% of the total cost of the Development; and</p> <p style="padding-left: 40px;">(ii.) <u>A notarized statement</u> signed by the appropriate parties detailing the deferred fees and/or capital contribution must be attached.</p> <p>2. This financial support must be in addition to any personal loans, any proceeds of the syndication of the LIHTC and/or third-party loans. This commitment of financial support must be part of the sources and uses of funds at all review levels to receive this additional point.</p>	<p>Points Available: 1</p>
<p><b><u>EXHIBIT 215 - AMENITIES</u></b></p> <p>1. <u>Provide a certification from the development’s architect</u> stating which amenities will be provided to tenants in each LIHTC unit upon completion of construction.</p> <p>2. Amenities must be made available to tenants in each LIHTC unit without charge.</p> <p>3. Rehabilitation developments must either replace or provide new amenities to score points.</p> <p>4. A maximum of 8 points is allowed in this category. Amenities must be part of the current, proposed new phase of the development to receive points.</p>	
<p style="padding-left: 40px;">(i.) All three-bedroom units have a minimum of 1 ¾ bathrooms.</p>	<p>Points Available: 2</p>
<p style="padding-left: 40px;">(ii.) On-site furnished community room with a minimum of 600 square feet.</p>	<p>Points Available: 2</p>
<p style="padding-left: 40px;">(iii.) Washer and dryer installed and maintained in each unit at no cost to the tenant for usage or rental.</p>	<p>Points Available: 2</p>

(iv.) All units will have a washer and dryer hookup (n/a if points awarded in (iii).	Points Available: 1
(v.) Community laundry room (n/a if points awarded in (iii).	Points Available: 1
(vi.) All units will have a dishwasher.	Points Available: 1
(vii.) Designated exterior playground area with sufficient equipment for usage by all units.	Points Available: 1
(viii.) Covered parking (for all units).	Points Available: 1
(ix.) On-site pay telephone	Points Available: 1
(x.) Electronic security system for exterior doors and accessible windows.	Points Available: 1
(xi.) Storage area for each unit that is an enclosed and secure space. Minimum size: 6w x 6d x 8h = 288 cubic feet. Closets in bedrooms are not eligible.	Points Available: 1
<b><u>EXHIBIT 216 – INTERNET SERVICE</u></b>	
<ol style="list-style-type: none"> <li>1. To receive points in this Exhibit, internet service must be provided at no cost to any tenant requesting such service.</li> <li>2. Describe the type of high-speed internet access to be provided (DSL, cable, T-1, etc).</li> <li>3. Provide the estimated installation cost of the data network (also include the cost in the “Development Cost Schedule” worksheet), including all pre-wiring, switching, underground conduits between buildings, trenching, termination and labor. Wireless technologies are acceptable.</li> <li>4. Provide the annual operating expense (including the annual maintenance cost of the network and the annual cost of the internet service provider) in the “Annual Operating Expense Information” worksheet.</li> <li>5. Provide a plan for marketing internet services to tenants.</li> </ol>	Points Available: 3
<b><u>EXHIBIT 217 – DIFFICULT TO HOUSE POPULATION</u></b>	
<ol style="list-style-type: none"> <li>1. Points will be awarded to developments that provide documentation verifying that a specified percentage of the units will be specifically equipped for persons with physical and/or mental disabilities. Such documentation must be in the form of a certification from an accredited/licensed architect stating the number of units that will be designed to meet American National Standards for buildings and facilities providing accessibility and usability for persons with disabilities and will conform to the Fair Housing Act Amendments of 1988.</li> <li>2. “Equipped” means features that make the units fully usable to such persons will be installed in the units at the time of construction or provisions have been included in construction for easy modification to meet the standards.</li> <li>3. Documentation must also include a referral agreement with a local service provider or a sponsor with a demonstrated capacity to provide on-site supportive services specifically designed for such tenants in one or more of the following population groups: <ol style="list-style-type: none"> <li>a. Homeless or displaced individuals or families eligible under IRC Section 42 who lack a fixed, regular, and adequate nighttime residence.</li> </ol> </li> </ol>	

- b. Persons with physical disabilities (which may include vision impairment, hearing impairment, etc.) manual disabilities or speaking disabilities, in each case which result in a functional limitation in access to and use of a building or facility (housing for the physically disabled must be accessible, not merely adaptable).
  - c. Adults with developmental disabilities as defined in NEB. REV. STAT. § 83-1205.
  - d. Adults who (1) have been committed to the State for mental health services, (2) have a serious mental illness or (3) have a substance abuse problem, have received primary treatment for such problem and who are in recovery.
  - e. Other special needs populations (specify).
4. Provide documentation that the services to be provided will be affordable and accessible to the development's tenants, and that the social service provider will have the capacity to provide such services. The services may include, but are not limited to the following:
- a. Hiring a full-time social service coordinator. If a social service coordinator is provided through a third party, an executed agreement between the two parties must be submitted, and the coordinator must be dedicated to the LIHTC development for at least 20 hours a week.
  - b. Providing child care services either on-site or linked to outside child care centers.
  - c. Providing health care services either on-site or linked with a local health care provider.
  - d. Providing job training programs on-site or linked with a local training center.
  - e. Providing personal care and/or housekeeping services on-site.
  - f. Providing at least one congregate meal on-site.
  - g. Providing adult day-care services.
  - h. Providing transportation services for the tenants.
  - i. Providing services targeted to adults with a behavioral health disorder (per NEB. REV. STAT. § 71-804(2), behavioral health disorder means mental illness or alcoholism, drug abuse, problem gambling or other addictive disorder). Services in this category can be medical treatment and/or services designed to promote recovery. Medical treatment includes services to prescribe, administer and monitor psychiatric and other medications. Recovery services include day rehabilitation, community support, residential rehabilitation, assertive community treatment and other related services.

<p>5. Supportive services may range across a wide continuum of care (such as meal preparation, assistance with housecleaning, etc.) to a high level (such as substance abuse and mental health supports) to medically intense (such as skilled nursing) and can vary from tenant to tenant depending on their particular physical, psychosocial and/or mental limitations and may vary for each tenant over time. Each special-needs tenant need not utilize all of the services provided by the development; however, the services must be available to all tenants. If tenants are not utilizing the services that are available, NIFA\NDED may question whether or not the development is serving a special-needs population. Supportive services targeted to adults with a behavioral health disorder need to emphasize beneficial treatment outcomes and recovery, with appropriate individualized treatment planning.</p> <p>6. The total number of units serving special needs divided by the total number of units in the development equals the percentage of units that will serve special needs tenants.</p>	
<p>(i.) 75% - 100% of the units will serve special needs tenants.</p>	Points Available: 6
<p>(ii.) 50% - 74% of the units will serve special needs tenants.</p>	Points Available: 4
<p>(iii.) 20% - 49% of the units will serve special needs tenants.</p>	Points Available: 2
<p><b><u>EXHIBIT 218 – DEVELOPMENT LOCATED IN QUALIFIED CENSUS TRACT (QCT)</u></b></p>	
<p>1. Provide a statement that the development is located in a QCT (see list on <b>Page 11</b>) and that the development contributes to a concentrated community revitalization plan for the development locality.</p> <p>2. Also, provide a letter from the highest governmental body stating that the development contributes to such a concentrated community revitalization plan.</p> <p>3. Provide a copy of the community revitalization plan</p>	Points Available: 1
<p><b><u>EXHIBIT 301 – LIHTC MANAGEMENT QUALIFICATIONS, EXPERIENCE, AND AGREEMENT</u></b></p>	
<p>1. Provide a copy of the proposed management agreement to be signed between the Owner and a management agent who has successfully managed affordable rental housing developments during the past five years. In addition, provide evidence of the management company’s attendance at the 2006 NIFA-sponsored LIHTC Training Seminar must also be attached. Please note that to receive a point in this category, a management agent must be identified. Management entities with unfavorable prior performance, as determined in NIFA’s sole discretion, may not qualify for a point in this category.</p>	Points Available: 1
<p><b><u>EXHIBIT 302 – SUPPORTIVE SERVICES</u></b></p>	
<p>1. Provide documentation that the development will provide supportive services that will greatly improve the quality of a tenant’s life. Three points can be awarded if documentation is provided that the Owner has a plan with a qualified supportive services provider to provide supportive services that are not otherwise available to the tenants. The identified services must be tailored to the needs of the development’s target population. Further, if the services will not be provided on site, a plan detailing the transportation of tenants to and from the service provider must be included for a point to be awarded in this category.</p>	

<p>2. The supportive services may include, but are not limited to:</p> <ul style="list-style-type: none"> <li>a. Hiring a full-time social service coordinator. If a supportive social service coordinator is being provided through a third party, an executed agreement between the parties must be submitted, and the coordinator must be dedicated to the development for at least 20 hours a week.</li> <li>b. Providing child care services either on-site or linked to outside child care centers.</li> <li>c. Providing health care services either on-site or linked with a local health care provider.</li> <li>d. Providing job training programs on-site or linked with a local training center.</li> <li>e. Providing personal care and/or housekeeping services on-site.</li> <li>f. Providing at least one congregate meal on-site.</li> <li>g. Providing adult day-care services.</li> </ul> <p>3. Supportive services range across a wide continuum of care (such as meal preparation, assistance with housecleaning, etc.) from a high level (such as substance abuse and mental health supports) to medically intense (such as skilled nursing) and can vary from tenant to tenant depending on their particular physical, psychosocial and/or mental limitations and may vary for each person over time.</p> <p>4. The supportive services will be evaluated based upon the following:</p> <ul style="list-style-type: none"> <li>a. The terms of the supportive service agreement.</li> <li>b. Independent financing of fees to pay for the supportive services.</li> <li>c. The experience of the supportive service provider.</li> <li>d. The importance of the supportive service in enhancing a tenant's standard of living.</li> </ul> <p>5. The supportive service agreement will be incorporated into the LURA. A fully executed agreement with a supportive services provider memorializing the terms of the supportive services plan will be due within 90 days of the date of the conditional reservation.</p>	<p>Points Available: 3</p>
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## **NIFA-SCORED CRITERIA**

### **1. Threshold Criteria Met**

- (i) One point will be awarded if the entire completed application, including all Exhibits as set forth on pages 13-14, is provided on the due date specified in the Qualified Allocation Plan for the Threshold Review. As part of this review, NIFA will provide technical assistance and feedback regarding any deficiencies in threshold requirements only.

Points Available: 1

### **2. Targeting Gross Rents to Lower Levels**

- (i) Up to 10 points may be awarded based upon the depth of the targeted gross rent levels for the development in comparison to other applicants in the current round. To receive points an applicant must either have the gross rent amounts for all LIHTC units in the development combine to an average amount affordable for an income level at or below 55% of the county's area median income. NOTE: Applicants must agree to have the development rents bound by the stated targeted percentage on the application form for the duration of the compliance period which will be incorporated in the LURA.

Points Available:  
Up to 10

### **3. Efficient Housing Production**

- (i) The development represents an efficient production of housing. Up to 6 points will be awarded when comparing current applicants, in a measure of the quality of effort made to minimize development costs, and leverage funding sources in the production of affordable housing. Development cost per bedroom (up to 2 points); development cost per square foot (up to 2 points) and LIHTC per occupant (up to 2 points) are within reasonable limits as compared to local and national standards.

Points Available:  
Up to 6

### **4. State Assessment / Housing Shortage**

- (i) Based solely upon NIFA's statewide assessment of communities, up to five points may be awarded to Developments in communities with low-income housing shortages as determined by NIFA.

Points Available:  
Up to 5

### **5. Natural Disaster Designation**

- (i) Two points will be awarded to developments located communities that, at any time during the past five (5) years, have been designated as federal natural disaster areas, pursuant to a Presidential Disaster Declaration signed by the President of the United States. Points will be awarded only if it is demonstrated that the natural disaster resulted in the loss of housing in the community.

Points Available: 2

## 5. Point Deductions

- (i.) Points may be deducted if the proposed development includes:
- a. Persons who have an undisclosed or conflicting identity of interest.
  - b. The applicant's existing developments have reoccurring events of uncorrected noncompliance. Note: Significant events of noncompliance in NIFA's discretion could result in removal of an application from consideration.
  - c. Failure to pay fees.
  - d. Involvement in a foreclosure or deed in lieu of a foreclosure within past seven years.
  - e. An applicant's previous development received a reservation of LIHTC but did not meet the minimum 10% carryover requirement resulting in returned LIHTC.
  - f. An applicant's previous development was not placed-in-service by the close of the second calendar year in which the Carryover Allocation was made.

Points Available:  
Up to Negative 20



## **E. FINAL RANKING**

1. NIFA\NDED will rank each application according to the total number of points awarded in each of the Threshold, Other and NIFA-scored criteria. The results of the evaluation will be determined by NIFA\NDED in its discretion.
2. After evaluating and scoring all applications received for each application acceptance round, NIFA\NDED will utilize the following factors in determining which development will receive a LIHTC commitment if there is a tie between applications:
  - (i.) which serves the lowest-income tenants;
  - (ii.) which obligates the Owner to serve qualified tenants for the longest period of time;
  - (iii.) which application demonstrates the highest readiness to proceed with the development;
  - (iv.) which provides the most efficient usage of the LIHTC on a per-unit basis; and
  - (v.) which is located in a QCT and contributes to a concerted community revitalized plan.

## **OVERVIEW OF RANKING PROCESS – CONSIDERATIONS**

1. In reaching the final ranking of an application, NIFA will take into consideration the Owner's history of placing into service developments which have been awarded LIHTC in other states. NIFA may disqualify applications from applicants who are delinquent in payment of fees to NIFA (with respect to current or prior developments), who have previously failed to place into service developments which have received a Carryover Allocation or who have not fulfilled its obligation of any previously issued LIHTC commitment notice.
2. NIFA shall award LIHTC only in the amount needed based on the review of the development. The award of LIHTC or the determination of any allocation amount in no way represents or purports to warrant the feasibility or viability of the development by NIFA. NIFA will, from time to time, set a maximum amount of LIHTC that can be allocated to a development in an amount which it deems appropriate, given the demand for Nebraska's LIHTC and the relative proposed costs of currently competing development applications. No member, officer, agent or employee of NIFA shall be personally liable concerning any matters arising out of, or in relation to, the allocation of the LIHTC.
3. NIFA has the discretion to award additional points when scoring an application previously receiving an allocation of LIHTC when, upon re-application and re-award of LIHTC, the original allocation of LIHTC is returned to the authority and the following conditions are met:
  - (a) The original LIHTC allocation is determined to be inaccurate, as originally prepared, but was submitted in good faith; or
  - (b) The original LIHTC allocation requires development's modification due to community need; and
    - (i) The development is under construction, greater than 40% of the hard construction costs will be incurred by December 1st of the current year, and the costs are certified by an independent third-party certified public accountant or independent third-party attorney;
    - (ii) The rent AMI targeting will not exceed the originally proposed; and
    - (iii) The resubmitted development is requesting no more than a 115% of the original LIHTC allocation.
  - (c) All applications that do not receive a reservation of LIHTC in any given round will be considered in the next available Round in 2007 if:
    - (i) The applicant notifies NIFA, in writing, that it wants the development to be considered for LIHTC;
    - (ii) The development meets or exceeds the minimum threshold criteria established by NIFA;
    - (iii) Evidence is provided to NIFA showing that site control, financing commitments and any other required time-sensitive documents remain valid; and
    - (iv) There are no substantial or material changes to the original application.

NOTE: Should the IRS or the Department of the Treasury release rulings, notices or regulations that modify or change any of the information of this application, these rulings, notices or regulations will take precedence over the written material in Nebraska's LIHTC Allocation Plan and application. All information submitted to NIFA shall be kept confidential and shall not be available to any other applicant. Applicants will be given their scoring results upon request and may receive the scoring results of other developments on an anonymous basis.