



Tennessee Housing Development Agency

404 James Robertson Parkway, Suite 1200

Nashville, Tennessee 37243-0900

615/815-2200

Ted R. Fellman
Executive Director

Writer's Phone Number:
615-815-2200

Writer's Fax Number:
615-564-2700

MEMORANDUM

TO: Applicants for TCAP funding

FROM: Multifamily Development Division

DATE: September 25, 2009

SUBJECT: Application for TCAP

THDA has posted to its web site at www.thda.org the TCAP application (second round) form, together with a TCAP Preliminary Expenditure/Construction Schedule and a TCAP Application Certification that, collectively, constitute the application for funding pursuant to the Tax Credit Assistance Program pursuant to Title XII of the American Recovery and Reinvestment Act of 2009 ("TCAP"). All of these items must be completed and submitted along with the documentation identified in the application form (i.e. documentation to satisfy the requirements of boxes checked) to constitute a complete application.

APPLICATIONS FOR TCAP FUNDING FROM THE FOLLOWING DEVELOPMENTS MUST BE SUBMITTED TO THDA NO LATER THAN 1:00 PM CENTRAL TIME ON FRIDAY, OCTOBER 2, 2009. THIS DEADLINE WILL NOT BE EXTENDED OR WAIVED UNDER ANY CIRCUMSTANCES. FAILURE TO SUBMIT THE REQUIRED APPLICATION BY THIS DEADLINE WILL MEAN YOUR DEVELOPMENT IS NOT ELIGIBLE FOR TCAP FUNDING.

TN09-004 LEGENDS PARK
TN09-025 EASTPORT ELDERLY
TN09-052 STONERIDGE ESTATES
TN09-056 MOUNTAIN MEADOW
TN09-058 JEFFREY MEADOWS

There will be a later TCAP application deadline established for applications from the following two groups of developments:

- (1) developments that are the subject of a noncompetitive 2009 LIHTC Initial Application that have not received a Tax Credit Reservation Notice as of September 21, 2009; and
- (2) developments that are the subject of a competitive 2009 LIHTC Initial Applications that have not received a Tax Credit Reservation Notice as of September 21, 2009.

All applications for TCAP must be submitted in accordance with the instructions in Part VI of the TCAP Program Description. All applications must include the attached form and all additional

required documentation. Failure to provide documentation as noted or submission of incomplete, unclear, or inconsistent documentation will delay evaluation of your application.

DO NOT SUBMIT AN APPLICATION IN A BINDER OR SPIRAL BINDING. DO NOT USE DIVIDER PAGES OR COVER SHEETS TO INDICATE REQUIRED DOCUMENTATION. Label all required documentation directly on the document. Any deviations from this system will cause delays in processing your application.

Please submit an original application plus one copy.

After the October 2, 2009 application deadline has passed, THDA will begin reviewing the applications and, as necessary, contacting applicants for clarification. As early as October 9, 2009, THDA will begin to distribute conditional funding commitments to the highest scoring applications that do not require follow-up for clarification. As early as October 16, 2009, THDA will begin to distribute conditional funding commitments to applications that require follow-up for clarification and to lower-scoring applications and applications. It is our goal, to the extent practicable, to have the majority of the conditional funding commitments released by October 23, 2009, however, meeting this goal will depend on the timeliness of response to requests for additional information and/or clarification.

The conditional funding commitments will specify the information to be provided to THDA and the deadlines for providing such information in order to go forward with TCAP funding.

If you have questions, please contact:

Ed Yandell, Director of Multifamily Development
615/815-2142 or eyandell@thda.org

or

Judith Smith, Assistant Director of Multifamily Development
615/815-2143 or jsmith@thda.org