Ohio Housing Finance Agency

2006 Housing Credit Program

Qualified Allocation Plan

Bob Taft, Governor

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ohfa
OHIO
Housing Finance Agency

BOB TAFT
GOVERNOR
STATE OF OHIO

November 2005

I am pleased to present the Ohio Housing Finance Agency's (OHFA's) 2006 Qualified Allocation Plan. This plan will provide the information you need as you apply for available housing credits.

The Housing Credit Program is designed to increase the supply of quality, affordable rental housing using federal income tax credits. These credits provide incentives for the private housing community to develop affordable housing by creating equity to assist with building acquisition, new construction and substantial rehabilitation costs. Housing credits are utilized to offset the federal income tax liability of an individual or corporation.

OHFA works to evaluate the state's housing needs and identify actions to alleviate these needs. To date, the OHFA has awarded approximately $280 million in housing credits to more than 1,300 projects, resulting in the creation of more than 68,000 affordable housing units in Ohio. OHFA's strong working relationship with the state's public and private sectors ensures that affordable housing is available to all Ohio citizens.

I encourage you to apply for the assistance available through Ohio's Housing Credit Program. By doing so, you'll take an important first step toward helping Ohio families realize their dreams of securing safe and affordable housing within the state.

Sincerely,

Bob Taft

Bob Taft
Governor

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I. GENERAL PROGRAM INFORMATION

A. Introduction

The Housing Credit (also know as the Low-Income Housing Tax Credit) is a tax incentive program designed to increase the supply of quality affordable rental housing. These federal income tax credits offset the building acquisition, new construction, or substantial rehabilitation costs for rental housing developments. Since 1987, the Ohio Housing Finance Agency (OHFA) has used the Housing Credit Program to facilitate the development of over 65,000 affordable rental housing units in Ohio.

The Internal Revenue Service (IRS) regulations for the Housing Credit Program can be found under Section 42 of the Internal Revenue Code (IRC). It is the responsibility of the applicant to be knowledgeable of Section 42 of the IRC, regulations and administrative documents (rulings, notices, and procedures), and all relevant materials published by the IRS. The OHFA strongly encourages all applicants to seek experienced legal and accounting advice in order to comply with all program requirements.

The Qualified Allocation Plan (QAP), described under Section 42(m) of the IRC, contains the OHFA's procedures and policies for the distribution of the state's allocation of Housing Credits. The QAP may be subject to change, pending developments in federal and state legislative requirements and/or OHFA policy.

B. Description of the Housing Credit

The Housing Credit was created by Congress in 1986, replacing earlier federal tax incentives for the development of affordable rental housing.

Housing Credits are used to offset an individual or corporation's federal income tax liability. The amount of Housing Credit received can be subtracted on a dollar-for-dollar basis from the federal income tax liability.

The Housing Credit is received each year for 10 years - the period the taxpayer claims the Housing Credit on his/her federal income tax return. The owner must maintain income and rent restrictions continuously for 15 years - this is the compliance period. Additionally, the owner must enter into an extended use period of an additional 15 years by filing a Restrictive Covenant on the project with the County Recorder.

The taxpayer may claim the Housing Credit beginning either with the taxable year in which the building is placed-in-service, or in the following year at the owner's election (or the OHFA's determination, if necessary). The allocated Housing Credit amount taken by the taxpayer is based on the portion of the building occupied by low-income residents at the end of the first year of the Housing Credit period.

C. Federal Program Requirements

The following are brief descriptions of the federally-mandated program requirements. The list does not include all rules and requirements. Applicants should refer to Section 42 of the IRC for more information.

Income Targeting. A project qualifies for the Housing Credit if at least 20% of the project is occupied by households with incomes at or below 50% (20/50 projects) of the Area Median Gross Income (AMGI) or at least 40% of the project is occupied by households with incomes at or below 60% (40/60 projects) of the AMGI. The AMGI limits are published annually by the U.S. Department of Housing and Urban Development (HUD) (see Exhibit A). Incomes are adjusted by household size. The OHFA has provided the income limits by county.

Rent Restriction on Units. The rent limits are based on the income limits and the number of bedrooms in a unit. Rent subsidies paid on behalf of the resident (such as Section 8 program payments) and overage defined by the USDA Rural Development (RD) 515 program are not included in gross rent calculations. Gross rent includes a utility allowance for the utilities paid by the resident.

In order to assure the units are rented at the specified level elected at application for competitive points, the OHFA requires owners to file a Restrictive Covenant in the County Recorder's office where the project is located. The Restrictive Covenant details the restrictions on rent, as well as the term of affordability. Furthermore, the Restrictive Covenant also includes restrictions on the income levels the project is targeting per the election the owner selects on the application.

Utility allowance information is obtained from HUD or the Public Housing Authority in the county where the project is located. Please refer to Treasury Regulation 1.42-10 for more information. For a USDA RD 515 project, the utility allowance can be obtained from the Rural Development office.

Extended Low-Income Use. Income and rent limitations must be maintained for a minimum period of 15 years and through the extended use period, which is an additional 15 years. Project owners must enter into an extended low-income use agreement with the OHFA.

A recent IRS Revenue Ruling (2004-82) indicates that residents of a project that received Housing Credits may not be evicted without good cause. The OHFA intends to enforce this restriction along with all other IRS compliance regulations. The definition of good cause may be found at 24 CFR § 247.3 of the Code of Federal Regulations.

Safe, Decent, & Sanitary Housing. All projects must meet applicable building codes promulgated by the Ohio Board of Building Standards and local governmental agencies.

"No More Credit Than Necessary". Section 42 of the IRC mandates that state housing finance agencies ensure the amount of Housing Credits awarded to a project is the minimum amount necessary for the project to be placed in service as affordable rental housing. The OHFA completes this designated task by underwriting every project receiving Housing Credits.

Civil Rights Compliance. It is the responsibility of the owner/developer/borrower and any of its employees, agents or sub-contractors in doing business with the OHFA to adhere to and comply with all Federal Civil Rights legislation, inclusive of the Fair Housing Laws, Section 504 of the Rehabilitation

Act of 1973, and the Americans With Disabilities Act, as well as any state and local Civil Rights legislation along with any related codes and laws. Should the OHFA not specify any requirements, such as design, it is nonetheless the owners' responsibility to be aware of and comply with all non-discrimination provisions relating to race, color, religion, sex, handicap, familial status and national origin. This includes design requirements for construction or rehabilitation, Equal Opportunity in regard to marketing and resident selection and reasonable accommodation and modification for those residents covered under the Laws. The OHFA has provided a brief guide to federal accessibility requirements (see Exhibit L).

D. Eligible Use of the Housing Credit

The Housing Credit can be used to offset the cost of acquiring, substantially rehabilitating, and/or constructing residential rental housing to be occupied by low-income individuals and families. These units must be available to the general public and have initial leases of six months or longer.

Costs to develop the low-income units become the building's eligible basis. The Housing Credit can be allocated to common areas as long as these facilities are provided to all residents without additional fees or charges. It is important to note that units created solely for occupancy by the manager, maintenance personnel and/or security guard are considered common space.

The applicable fraction multiplied by the eligible basis becomes the project's qualified basis. The applicable fraction is defined as the lesser of (a) the number of low-income units divided by the total number of units (unit fraction) or (b) the amount of low-income unit square footage divided by the total amount of residential unit square footage (floor-space fraction). Low-income units are defined as units occupied by households with incomes at or below 50% or 60% of AMGI, depending on the minimum set-aside selected by the owner.

Qualified basis is the product of the eligible basis multiplied by the applicable fraction. The applicable Housing Credit percentage (commonly referred to as the 9% and 4% Housing Credit rate) is the percentage used to determine the annual Housing Credit amount by multiplying it by the total qualified basis. The Housing Credit rates fluctuate from month to month, and the IRS publishes the new rates monthly. A recipient of Housing Credits may "lock-in" the Housing Credit rates upon entering a Binding Reservation Agreement with the OHFA, or use the rates in effect at the date each building is placed into service.

The following types of projects are eligible for Housing Credits:

- Acquisition/Substantial Rehabilitation. Housing Credits are available for the acquisition and substantial rehabilitation of a building. The 4% Housing Credit rate is applied to the acquisition basis. Generally, the 9% (or 4% in certain circumstances) Housing Credit rate is applied to the substantial rehabilitation basis. The property cannot have been placed in service within 10 years prior to acquisition. In addition, capital improvements on the building are not eligible cost items if within the previous 10 years, major capital improvements have been made to the building. The new buyer or related entity cannot currently own the building; however, 10% of the ownership may remain unchanged.

- Substantial Rehabilitation only. The Housing Credit may be claimed on the basis of costs incurred for the substantial rehabilitation of a property without claiming credit on the acquisition basis of the project.

- New Construction. Housing Credits at the 9% (or 4% in certain circumstances) Housing Credit rate are available for the eligible costs to construct a new building or buildings.

Ineligible Costs. Certain project costs are not subject to inclusion into eligible basis upon which the Housing Credits are derived. These include:

1. Commercial Building Costs.
2. Land.
3. Permanent Financing Fees.
4. Reserves.
5. Off-Site Improvements.
6. Syndication Expenses (including legal, accounting, and bridge loan interest).
7. Any expense that cannot be depreciated with the building.
8. OHFA Application, Reservation, & Compliance Fees.
9. In-kind contributions to a project.

This list is not inclusive of all costs that may be ineligible for Housing Credits. Please refer to Section 42 of the IRC for more information.

The Housing Credit is not available for any of the following facilities: hospitals, nursing homes, sanitariums, lifecare facilities, retirement homes (if providing significant services other than housing are mandatory for residents), employer housing, mobile homes and student housing. Factory-made housing that is permanently fixed to real property may qualify for the Housing Credit. Congregate care facilities may be eligible if the "additional supportive services" are provided to the resident as a voluntary option and the resident is not charged mandatory fees for those services. Please refer to Section 42 of the IRC for more information.

The costs of constructing or rehabilitating a community service facility (such as a daycare building) located in a qualified census tract may be included with the eligible basis of a Housing Credit project. These additional costs cannot exceed 10% of the eligible basis for the entire project. All community service facilities that are part of the same qualified project shall be treated as one facility. A community service facility must be designed to serve primarily individuals, not necessarily residents of the project, whose incomes are 60% or less of the AMGI. Please refer to IRS Revenue Ruling 2003-77 for more information.

II. ALLOCATION PROCESS

A. Instructions

In order to apply for 2006 Housing Credits, submit an application to the Office of Planning, Preservation & Development; OHFA; 57 East Main Street, Columbus, Ohio 43215. Applications must be received no later than 5:00 p.m. by the date listed in the program calendar, unless the project is financed with tax-exempt bonds (see page 60). Applicants must use the 2006 Affordable Housing Funding Application (AHFA) available on the OHFA web site at www.ohiohome.org. The application submission must include an original signed hard copy of the application, all required attachments and an electronic copy of the AHFA on a computer disk.

The application review process will consist of three steps: threshold review, competitive review and financial underwriting. Threshold review is an evaluation of an applicant's ability to meet certain minimum requirements set forth in the QAP. Competitive review is the scoring of applications using criteria that reflect Congressional mandates and state housing policy as well as input from interested parties. These project scores serve as the basis of the OHFA's funding determination. The OHFA will allow applicants to remedy threshold and competitive deficiencies after the initial review. Finally, the OHFA will review the financial feasibility of the project and the amount of Housing Credit necessary for the development to proceed.

Special Allocation. A project that has returned a Housing Credit allocation from a previous year due to the inability to proceed resulting from local government action that has been determined through the judicial system to be inappropriate may seek an allocation of credit in the current year. In order to qualify to apply for this relief, the project must meet the following requirements:

1. The project must have received an allocation of competitive Housing Credits from the OHFA in a previous year.

2. The owner of the allocation must have returned the Housing Credits to the OHFA prior to the required placed-in-service date.

3. The underlying reason for the return of the credit allocation must relate to action or inaction of the local government approval process to allow for plan approval or building permit issuance.

4. The owner of the project must obtain either a final judicial determination that the local action or inaction is inappropriate or a settlement or consent of all parties to an appealable judicial action that no appeal will be taken from a judicial decree or that determines the local activity is inappropriate. As a result of this judicial decree or settlement, the owner of the project must demonstrate that the project can now proceed. OHFA legal counsel and/or the Ohio Attorney General's office will make the determination of these requirements.

5. The project will complete a current year application and request OHFA Board consideration to obtain a current year Housing Credit reservation.

6. OHFA staff will evaluate the project based on current year criteria, although waivers from current year requirements may be requested and considered. It is the OHFA's expectation

that comparable competitive commitments will be made. It is expected that any monetary damages received which are related to the project, less direct costs of litigation apportioned between damages that are related and unrelated to the project, will be pledged to the project.

Qualifying requests will be summarized and presented to the OHFA Multifamily Committee and Board for consideration and approval. The OHFA has no affirmative obligation to grant approval to any project seeking relief.

Previous Allocation. Owners of projects that received a prior allocation of Housing Credits may apply for additional credit if necessary for the continued financial feasibility of the project. The ownership structure, development team members, rent elections, applicable fraction, developer's fee, special needs population served (if any), and physical structure of the project may not be changed unless approved in advance by the OHFA. **All requests for changes must be received no later than 30 days prior to the 2006 application deadline.**

Applications for additional credit must include documentation dated within one year prior to application for Housing Credits. Owners must meet all requirements contained in the 2006 QAP.

Owners of projects that received an allocation of Housing Credits in previous years and are placed-in-service may only apply for additional Housing Credits if 10% or more residential square footage, and/or 5% or more units have been added to the project. The OHFA may waive these requirements if an applicant can demonstrate that the project requires an extreme amount of repairs, is supported by the local government, and the local government and/or a federal agency is providing additional financial assistance. An extreme amount of repairs is defined as a situation in which the rehabilitation hard costs equal or exceed 50% of the total project cost. In addition, the OHFA reserves the right to place restrictions on new ownership or management, limit the developer's fee, and require a capital needs assessment with the application. Applicants must include a narrative with the application that outlines the need for the waiver. The OHFA has the sole discretion to approve such requests and will judge the requests on a case-by-case basis.

All placed-in-service Housing Credit projects (without tax-exempt bond financing) must apply during a standard application round and will be reviewed according to the current year's competitive criteria. In addition, projects that re-apply may be subject to additional underwriting requirements. Projects must provide the previous Housing Credit allocation amount, the previous project square footage, and previous number of units on the new application and in the project narrative. Placed-in-service Housing Credit projects are also subject to rules outlined in Section 42 of the IRC and Treasury Regulations.

Duplicate Applications. Applicants for housing credits must follow through with all representations made in their application. Each application must consist of a legitimate stand-alone development proposal. The OHFA does not consider projects that are artificially divided or duplicate projects on adjacent or nearby sites to be legitimate development proposals, because such applications may manipulate the competitive selection process and circumvent allocation priorities. Therefore, the OHFA will reserve the right to combine applications for projects located in close proximity and sharing similar attributes, such as project type, population served, construction style, and/or development team members.

The OHFA will assign combined applications a single project tracking number and a single random number to be used in the tie-breaking criteria. In addition, the developer will be required to demonstrate that the combined project will be financially feasible and is supported by the local community. The conclusions in the market study must be updated based on the total number of units, and items such as zoning documents, public notification letters and consolidated plan certification may also need to be updated. If the OHFA determines that it is appropriate to combine applications in this manner, then the applicant(s) must either submit the updated documents described above or elect to withdraw one or more of the duplicate applications. An election to withdraw an application must be in writing and signed by all parties who signed the original application.

In addition to combining applications, the OHFA will prohibit applications that receive a reservation of housing credits from later adding land or sites from other projects that were proposed in 2006, did not receive a reservation of credits and were located in the same county or, for the eight largest counties, the same submarket. The OHFA will also permit a parcel of land or an existing building to be included in only one application during a funding round.

Identification of Costs. The hard construction cost line items in the proforma section of the application must only include costs for those items that are depreciable with the building. All soft cost items that are usual and customary for the construction or rehabilitation of a Housing Credit property, including professional fees and project reserves, must be included and properly identified as soft cost items. All costs relating to building acquisition must be accounted for in an appropriate manner.

The OHFA reserves the right to review the proforma of any applicant and request a breakdown of the hard construction cost line items, which must be consistent with the scope of work for the project. An applicant with a fixed price contract in which all construction costs are designated as hard costs must estimate soft cost allocations from that contract and include those estimates as soft costs in the application. The initial breakdown between hard construction costs and soft costs may not vary beyond a reasonable amount from the actual costs indicated in the final cost certification.

Interpretation of Policies. The QAP is intended to provide sufficient information to prospective Housing Credit applicants. However, due to the complexity of the program and the housing development process in general, not every potential circumstance is covered in the QAP. The OHFA will interpret the rules and policies contained in the QAP upon review of an application for Housing Credits. Applicants must seek guidance from the OHFA regarding any situation not explicitly addressed in the QAP prior to submitting their application. If an applicant fails to request such guidance, the OHFA will consider this failure to disclose information in its decision making process.

B. 2006 Program Calendar *(subject to change)*

<u>January</u>

6 2006 AHFA Ready for Distribution

17 2006 Program Training

19 2006 Program Training

<u>March</u>

16 Application Deadline

<u>April</u>

20 Notification of Threshold Deficiencies

27 Applicant Response Deadline for Threshold Corrections

<u>June</u>

8 Notification of Preliminary Competitive Scores

15 Applicant Response Deadline for Appeals and Competitive Corrections

<u>July</u>

3 Reservation Agreements Issued

31 Reservation Agreements Due

<u>August</u>

3 Next Steps Meeting for Successful Applicants

<u>October</u>

26 Carryover Submission Deadline

<u>November</u>

16 Carryover Extension Deadline

<u>December</u>

15 Carryover Allocation Agreements Issued

29 Carryover Allocation Agreements Due

C. Threshold Review

Threshold review is a basic review of the application to determine if it is complete; all necessary forms, supporting evidence, and fees are included; and the project meets minimum program requirements. The OHFA has established the following threshold criteria that must be met in order to qualify for the competitive review stage. Unless noted otherwise, projects with tax-exempt bond financing must also meet all threshold requirements to receive Housing Credits.

The OHFA will complete threshold reviews of applications and offer the applicants the opportunity to correct deficiencies in their applications. Please refer to the calendar on the preceding page for timelines for deficiency corrections.

The criteria are as follows:

1. Meets Section 42 Requirements

The project must meet all the requirements set forth in Section 42 of the Internal Revenue Code (IRC) of 1986, as amended, and all relevant U.S. Department of the Treasury regulations, notices, and rulings.

2. Complete, Organized Application

Applications must be submitted in a three-ring binder, utilizing the index provided with the application and an index tab for each numbered or lettered section. Applications must be complete and consistent with all supporting documentation. An original signature of a representative of each general partner/managing member is required in the program certification section of the application. Any applications that are incomplete, inconsistent, and/or illegible will be rejected. An electronic copy of the AHFA must be submitted on a computer disk or the application will be rejected.

a. Application Fee

The appropriate processing fee must accompany each application. If a check is returned for insufficient funds, the application will be immediately rejected. The amount of the application fee is $1,000 for all Housing Credit applicants.

Projects with threshold deficiencies will be charged a resubmission fee. The resubmission fee will equal $50 per corrected threshold review criterion up to a maximum of $500. This fee will apply to all applicants, including tax-exempt bond projects seeking an award of Housing Credits. Any items that will not be supplied with the initial application for a tax-exempt bond project must be agreed upon in advance in order to avoid the resubmission fee. If a resubmission fee check is returned for insufficient funds, the application will be rejected.

3. Extended Use

All projects must commit to an extended use term of a minimum of 30 years of affordability. Projects with tax-exempt bond financing must commit to an extended use term of the greater of 30 years or the outstanding term of the bonds. If an allocation of Housing Credits is received, the owner must file a Restrictive Covenant (provided by the OHFA) to waive the right to petition the OHFA to terminate the extended use term as described in Section 42 of the IRC.

4. Evidence of Site Control

The applicant must submit copies of the executed and recorded deed(s) of the current owner if the property is owned by a general partner or limited partner in the project.

If the current owner is not a general partner or limited partner in the project, then one of the following must be submitted to properly evidence site control:

a. Executed purchase option with date certain performance;
b. Executed purchase contract;
c. Executed land contract;
d. Executed long-term (35 or more years) lease agreement with an executed and recorded memorandum of lease; or
e. Executed option to enter a long-term lease agreement.

If parcels will be purchased from a City land bank, then a copy of the final City Council Resolution approving the transfer of all applicable lots may be submitted with the deeds of the current owner as evidence of site control.

Each of the site options or contracts may not expire until at least 120 days following submission of the application. The OHFA reserves the right to waive this requirement for projects with tax-exempt bond financing.

The items listed above are the minimum required to meet threshold requirements. The OHFA reserves the right to require, as needed, additional documentation that evidences proper site control.

There are two exceptions to the site control requirements listed above:

a. A scattered-site project is required to have at least <u>35%</u> of the sites under control at the time of application. A project qualifies as scattered-site if there are 10 or more sites AND no more than 50% of the sites are contiguous. Contiguous sites are defined as two or more sites that share common boundaries, and cannot be separated by vacant or developed land, roadways, railroad tracks, rivers, creeks, etc. A site is defined as a parcel with an assigned permanent parcel number as it exists at application. Scattered-site projects that contain a mix of rehabilitated and newly constructed units must have at least 35% of the sites for each construction type under control at application. The OHFA reserves the right to reduce basis at Carryover if the site control percentage at application is not maintained at Carryover.

In addition, scattered-site projects may submit verification from a title company in lieu of copies of the deed of the current owner unless the applicant is the owner.

b. For single-site properties that are currently in default to a mortgage held by a federal agency, the documentation of site control may be held in abeyance until Carryover. In lieu of site control documentation, the project sponsor must produce a deed of the current owner, a letter from the federal agency indicating that the first mortgage which it holds is currently in default, that the federal agency is willing to proceed with a foreclosure action if the project is otherwise eligible for a tax credit reservation, and that foreclosure will be completed and title transferred to the project sponsor prior to the Carryover deadline for the project.

5. Market Study

A market study conducted by an OHFA-approved market study professional must be submitted with the application. A list of OHFA-approved professionals is available on the OHFA web site. In order to placed on this list market analysts must follow the application requirements that are also available on the web site. All information submitted in the market study will be compared with the OHFA Statewide Rental Housing Analysis. Any items that vary from the analysis may be challenged. Any market study professional submitting inaccurate information may be removed from the list of OHFA-approved market study providers. The market study professional must organize the study using the index found in Exhibit H and complete the market study checklist (OHFA Form 002).

A market study must include all of the following:

a. Executive summary in bullet format that briefly reviews all of the market study requirements and indicates any recommendations or suggested modifications to the proposed project.

b. Concise conclusion by the author that indicates a market exists for the proposed project. The conclusion must include the estimated stable year vacancy rate and the estimated time needed to fully lease-up the proposed project. If the estimated stable year vacancy rate exceeds 7% and/or the estimated lease-up time exceeds one year, provide a detailed explanation.

c. Description of the proposed project including all of the following: the site and adjacent parcels; visibility and accessibility of the site; project design (walk-up, elevators, etc.); number of units; number of bedrooms (efficiency, SRO, 1, 2, 3, etc.) and baths; unit and project amenities; proposed rents and utility allowances; and population served. This information must be consistent with the AHFA. Include color photographs of the project site(s) and surrounding areas. For a scattered-site project, color photographs of at least four (4) sites or at least 10% of the total number of sites in the project must be included (whichever number is greater). The photographs submitted should reflect the various streets or neighborhoods in which the project sites are located. The author must review the site and floor plans and indicate whether the plans are appropriate or need certain modifications.

d. Description and map of the Primary Market Area (PMA) for the proposed project, including the methodology used to determine the boundaries. Provide a detailed explanation if the PMA includes any areas outside of a five-mile radius from the proposed project. Include a discussion of the health of the overall rental housing market in the PMA.

e. Comparison of the rents of the proposed project to the market rents for comparable units in the PMA. Include the methodology for the calculation of the market rents.

f. Description of the number of income-eligible renter households in the PMA. An income-eligible household is defined as spending up to 35% of income on rent for families or up to 40% of income on rent for seniors. Indicate the percentage of these households that are required to fully lease-up the project ("capture rate"). If this percentage exceeds 10%, provide a detailed explanation for the higher rate.

g. Description and evaluation of the public services (including transportation, police, fire department, and schools), infrastructure (including roads and traffic), community services (including shopping, recreation, medical services, and services for special needs if applicable), and employers in the PMA. List the approximate distances to all the services. Include a map that clearly identifies the location of the project and all public services and community services.

h. If the project will be serving a special needs population, identification of the number of special needs households residing in the PMA. Indicate the percentage of these households that are required to meet the project's special needs set-aside. Special needs populations are permanent supportive housing for the homeless, senior housing, housing for persons with a developmental disability, and housing for persons with severe and persistent mental illness. Information regarding the number of special needs households may be obtained from the local Continuum of Care study, local CHIS or Consolidated Plan, local Mental Health or MR/DD Board, homeless shelters, or other community social services agencies. Please document the source of your information.

i. Description of the federally subsidized developments and Housing Credit projects (both operating <u>and</u> not yet placed-in-service) located in the PMA. Housing Credit projects not yet placed in service must be included in the analysis. Provide the current vacancy rate for each project and include the person(s) contacted for each competing project and the method of contact. Compare the rents, amenities, unit sizes, bedroom sizes, and populations served of the competing projects to the proposed project. The following information must also be included: name, location, population served, type of design, age and condition, number of units by bedroom type, rent levels, number of bedrooms and baths for each unit type, size in square footage of units, type of utilities and whether paid by tenant or owner, unit and site amenities. Comparisons to the subject rents should be based on comparable amenities, utilities, location, parking, and any rental concessions. Identify specific reasons why comparables are faring poorly in the market (if applicable). Projects that receive a reservation may be required to amend their market study to incorporate those other projects receiving an allocation in the same round and are located in the same primary market area. A listing of Housing Credit projects in service and in development is located on the OHFA web site. Calculate the ratio of subsidized and Housing Credit units to income eligible renter households.

j. Estimate of the vacancy rates of the Housing Credit projects (only those currently operating) located in the PMA during the first stabilized year of the proposed project. If the estimated vacancy rate exceeds 10% for any Housing Credit project, provide a detailed explanation for the higher rates.

k. Description of comparable market rate developments located in the PMA. Provide the current vacancy rate for each project and include the person(s) contacted for each competing project and the method of contact. Compare the rents, amenities, unit sizes, bedroom sizes, and populations served of the competing projects to the proposed project. The following information must also be included: name, location, population served, type of design, age and condition, number of units by bedroom type, rent levels, number of bedrooms and baths for each unit type, size in square footage of units, type of utilities and whether paid by tenant or owner, unit and site amenities. Comparisons to the subject rents should be based on comparable amenities, utilities, location, parking, and any rental concessions.

l. Evaluation of any concerns or issues raised by the most local Public Housing Authority (PHA). The applicant or market study author must send a letter via certified mail to the local PHA. The letter must contain a brief description of the project and target population, instructions for the PHA to forward all comments to the market study author, and a statement that all comments must be submitted within 30 days from receipt of the letter. If the PHA does not respond to the letter or comments are submitted after the 30-day comment period, the market study author does not need to analyze the PHA's issues or concerns. Include in the market study a copy of the letter, certified mail receipt, and a copy of any letters from the PHA.

m. An executed original OHFA Form 003 - Market Study Certification. The market analyst shall have no financial interest in the proposed project. Financial interest is deemed to be any remuneration other than the fee for preparing the market study. Furthermore, the fee assessed for the study shall not be contingent upon the proposed project being approved by the OHFA.

n. A list of all data sources used in the study.

The study must have been completed or updated by the author within one year prior to the application deadline for Housing Credits.

The characteristics listed above are the minimum required to meet OHFA threshold requirements. The OHFA reserves the right to independently determine if a market exists for the proposed project and to require additional information and/or another market study. The OHFA may also contact the market analyst during the review process if any required information cannot be found in the study.

Watch Areas. The OHFA will classify certain areas of the state as "watch areas." The area determinations will be based on penetration rates, vacancy rates, and other housing and demographic statistics included in the OHFA Statewide Rental Housing Analysis. A market study for a proposed project with any units located in a watch area must reasonably demonstrate that the project will be successful and will not negatively impact existing decent, safe and sanitary affordable housing in the area. Factors to consider include, but are not limited to, submarket definition, construction type, population served, special needs housing, condition and age of existing housing stock, and OHFA methodology for the classification of watch areas. An internal market committee will review the market studies for projects located in watch areas, and the committee has the authority to reject an application. Applicants may appeal the decision of this committee within one week of notification of the decision. Appeals will be presented to the Multifamily Committee of the OHFA Board at their meeting in May, 2006. The Multifamily Committee will review the staff recommendation and applicant arguments and then make a final decision as to whether the application meets the threshold standard.

The OHFA reserves the right to classify additional watch areas based on recommendations from OHFA-approved market study professionals and the observations and opinions of OHFA staff. The OHFA will also review the number of new affordable housing units financed with Housing Credits and under construction in or near the PMA, and reserves the right to reject an application that proposes to add more units to the supply of affordable housing in the area.

6. Zoning

The applicant must demonstrate that the zoning for each site on which the project will be located allows for the use(s) proposed by the applicant. Thus, at a minimum, the zoning designation for each site must allow residential use. Applicants must submit a letter from the local jurisdiction to confirm the zoning that must include the following:

a. The actual zoning designation and a description of this designation;
b. Density and/or lot coverage requirements (if any);
c. If a conditionally permitted use, an explanation of the conditions to be met for the project to be considered a permitted use; and
d. A description of any overlay or planned development district regulations that would further condition the development of the project.

For jurisdictions with no zoning regulations in effect, a letter from the jurisdiction so stating is required.

7. Public Notification

The applicant must notify, in writing, certain officials from:

a. The political jurisdictions in which the project will be located; and
b. Any political jurisdiction whose boundaries are located within one-half mile of the project's location.

The applicant must use the letter template provided in Exhibit F of the QAP. The notification must state the applicant's intent to develop a project using OHFA funding. The notification must be in writing and sent via certified mail, return receipt requested. Submit a copy of the stamped post office receipt (return receipt not required) for certified mail and copies of notification letters with your application. The letter must include the following information about the proposed project:

a. The address of each site in the project;
b. The maximum number of proposed units;

c. The nature of the project (i.e. new construction or rehabilitation);
d. All OHFA programs utilized in the project;
e. A statement regarding the recipient's right to submit comments;
f. The address of the OHFA and to whom comments should be sent; and
g. The recipient's rights and procedures to express disapproval or objection.

The officials to be notified include:

a. The chief executive officer and the clerk of the legislative body for any city or village (i.e. mayor and clerk of council);
b. The clerk of the board of trustees for any township;
c. The clerk of the board of commissioners for any county;
d. State Representative(s);
e. State Senator(s); and
f. Governor's Regional Economic Development Representative (Exhibit J).

Scattered-site projects must complete the public notification process for sites under control at application and then again for remaining sites prior to the Carryover deadline. The notification must be evidenced at Carryover.

8. Affirmative Marketing Plan

The applicant must complete an Affirmative Fair Housing Marketing Plan (Form AFHM-98). All items on the form must be completed correctly including all attachments. The applicant must include on the form a description of the outreach, marketing, and advertising methods used in order to affirmatively market the project. The form and instructions are located on the OHFA web site.

9. Conditional Financial Commitments

All non-OHFA construction and permanent financing, grants, and equity sources shall be conditionally committed at the time of application. An executed conditional commitment letter from each source must be included with the application. A conditional financing commitment must contain, at a minimum, (a) the amount of financing; (b) the interest rate of the loan; (c) the term of the loan; (d) the amortization period or other repayment terms for the loan; and (e) the contact person's name and telephone number. A letter or explanation for all sources must be submitted.

Those applicants seeking funding from a local government, Federal Home Loan Bank, or other public or quasi-public funding source that does not issue a funding decision prior to the Housing Credit application deadline must substitute a letter of application or letter of intent from the funding source. The letter of application or intent must be signed by the funding source and shall include the name of the project, the number of units, the amount of funding sought, the terms and rates for the funding sought, the anticipated date of funding decision, and a statement that the project is, or will be, considered for funding.

A conditional equity commitment must contain, at a minimum, (a) the amount of Housing Credit equity (net and gross); (b) the pay-in schedule for the equity; (c) the cents per Housing Credit dollar factor used; and (d) the amount of historic equity (if any). The conditional commitment letters must be consistent with the information provided on the Housing Credit application and must be signed and dated no more than six months prior to the application deadline.

The OHFA reserves the right to verify any financial commitment(s) and to require a legal opinion indicating whether the project's sources should or should not affect the project's eligible basis and/or Housing Credit percentage.

Projects participating in the HUD portfolio re-engineering program (Mark-to-Market) must provide a copy of the most recent underwriting model, if available, or other acceptable evidence to substantiate the anticipated amount of any HUD second mortgage.

Applicants who have been denied other OHFA financing for their project may be required to submit conditional financial commitments that will replace funding sought from the OHFA. Failure to provide these conditional commitments may result in rejection of the application or revocation of the project's Housing Credit reservation.

10. Preliminary Plans and Specifications

The applicant must submit preliminary plans and specifications that provide a description of the proposed development. All projects must submit the following:

a. Typical unit plan(s) including the square footage of each unit;
b. Building elevation (photographs are acceptable for rehabilitation projects);
c. Site plan (scattered-site projects exempted);
d. Detailed scope of work (rehabilitation projects only); and
e. Completed OHFA Form 001 – Contractor/Architect Certification.

Architectural plans must be on paper no larger than 11 inches by 17 inches and must fit completely into the application binder. The OHFA reserves the right to reject any unit plans that are not drawn accurately and to scale.

11. Maximum Credit Cap

The following caps will be in place for the 2006 Housing Credits:

a. All users are restricted to $1,500,000 in annual Housing Credits.

"Users" to which the credit cap applies are actual general partners, and parent organizations of general partner entities or affiliates of the general partner or managing members of entities to which Housing Credits have been awarded. "Affiliate" is any entity that directly or indirectly controls another entity or has a Controlling Interest in the entity. "Controlling Interest" is defined as the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of an entity, whether through the means of ownership, position, contract, or otherwise. In addition, "controlling" means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of an entity, whether through the means of ownership, position, contract, or otherwise.

b. Organizations acting as users, developers, and/or general contractors are limited to $3,500,000 in annual Housing Credits.

An "**organization**" to which this cap applies is defined as the actual entity indicated in the AHFA, and any parent organization or affiliate of such entity (see the preceding paragraph for definitions of affiliate and other applicable terms). This restriction includes any applications in which such organization is indicated as a general partner or as a consultant. If a developer or general contractor enters any additional projects after reservation agreements are issued, these will count against their cap for the following year. Full disclosure of identity of interest between all development team members must be included in the application. At the time of reservation and allocation, each general partner, developer and general contractor must execute a certification that their participation in Housing Credit projects is limited to the maximum credit cap amounts. If an entity does not fully disclose all participation, then such entity and all affiliated organizations will be banned from participating in the Housing Credit program for one year from the date of discovery by the OHFA.

c. A project may receive no more than $1,000,000 in annual Housing Credits.

d. Organizations acting as users and/or developers are limited to a maximum of 75% of the Housing Credits assigned to each Allocation Pool. However, the first project awarded to an organization in any pool may exceed this amount. This criterion will not apply to the General Pool.

The OHFA reserves the right to determine to which entities the maximum credit cap may apply. Any such determinations shall apply only to the applications received in 2006 and shall not be bound or limited by any determinations made by the OHFA for any previous year. The OHFA reserves the right to combine the credit amounts for projects located in close proximity to each other and sharing similar attributes. The annual credit amount for each project will be applied to each general partner, developer, or general contractor, regardless of ownership interest; thus, a 51% general partner will have the entire project credit amount applied toward its cap, rather than 51% of the credit amount. However, if a general partner's development experience is not used for the project's competitive score (i.e. competitive criterion number 16), then the annual credit amount will **not** be applied to that entity's user cap. The applicant must indicate in the AHFA if a general partner's development experience is not to be used in the calculation of the score.

12. Unit Cost Cap

The total development cost (total project cost minus cost of land, commercial hard construction, bridge loan interest, operating reserves, OHFA compliance monitoring fee and replacement reserves) per unit must not exceed the 2006 HUD 221 (d)(3) mortgage limits by bedroom size (see Exhibit B).

Projects receiving historic rehabilitation tax credits will be allowed to deduct the residential portion of the historic tax credit from the project cost to allow for stricter rehabilitation standards. The OHFA may, on a case-by-case basis, allow a project receiving historic rehabilitation tax credits or participating in the HUD portfolio re-engineering program to exceed the unit cost cap. A request to waive this requirement must be submitted with the application. However, total adjusted eligible basis (before qualified census tract adjustment) will be limited to the HUD 221(d)(3) mortgage limits in any case.

13. Utility Allowance Information

Utility allowance information must be submitted that is consistent with Section 42 of the IRC and IRS Regulation 1.42-10.

14. Good Standing with OHFA and ODOD Housing Programs

Program participants will be considered to be not in good standing when one of the following apply to a project in which the entity or individual is involved in an executive capacity (i.e. anything other than as a passive investor or general contractor):

1. Outstanding uncorrected IRS Form 8823.
2. Default on any OHFA loan.
3. Failure to submit an annual owner certification or report.
4. Before the issuance of IRS Form 8609, the project has non-compliance issues that would be reported to the IRS if Form 8609 had been issued.
5. Failure to request Form 8609 in a timely manner.
6. Failure to abide by the regulations of the Housing Development Assistance Program (HDAP).
7. Violating the terms of a HDAP funding agreement.
8. Failure to pay applicable program fees.
9. Failure to maintain good standing with an Ohio Department of Development program.
10. Deviating from an approved project plan without OHFA approval.
11. Providing false, misleading, or incomplete information on an application or other document required by the OHFA.
12. Failure to respond in a reasonable period to requests for information or documentation.
13. Changing a management company or other approved project participant without OHFA approval.
14. The internal OHFA Good Standing Committee determines that a responsible party should be considered to be not in good standing. Such a determination by the Good Standing Committee will be based upon a recommendation by staff. Staff will base such recommendation on a pattern of mismanagement or non-compliance as evidenced by monitoring reviews or other information available to the OHFA. Determinations made by the Good Standing Committee may be directly appealed to the OHFA Multifamily Committee as described below.

A designation of not in good standing will result in the entity or individual so designated being unable to participate in any OHFA programs until the violations resulting in such designation are resolved. Parties deemed to be not in good standing under any of the above items may, upon submission of additional information, request that the Good Standing Committee remove such designation. In the event the Good Standing Committee denies a request, the applicant may appeal to the Multifamily Committee of the OHFA Board. Designations of not in good standing resulting from Item 16 above, may be appealed directly to the Multifamily Committee. The decision of the Multifamily Committee is final.

Projects may request that the OHFA waive violations of the good standing policy as described in Items 1-15 above. Examples of circumstances where a waiver may be issued include when a management company or owner "inherits" uncorrected Forms 8823, or in the event of a casualty loss.

15. Adherence to Agency Underwriting Standards

Projects must meet certain underwriting standards to pass the threshold review. In addition, the OHFA may require a legal opinion stating that any government sources utilized by the project will or will not affect the eligible basis and/or credit rate as a condition of the Housing Credit reservation. The OHFA reserves the right to combine the costs for projects located in close proximity to each other and sharing similar attributes. The OHFA will use the combined costs to evaluate the fee percentages for the projects. The project must comply with the following underwriting standards:

a. Developer fees & overhead and any consultant fees may not exceed the sum of:
   i. 15% of total rehabilitation and new construction eligible basis, and
   ii. 5% of total acquisition eligible basis; however, a fee up to 10% of total acquisition eligible basis will be permitted for projects that require the approval of HUD for the transfer of the property.

b. Contractor's profit, overhead, and general requirements may not exceed 14% of total rehabilitation and new construction eligible basis.

c. Total soft costs may not exceed 35% of total eligible basis. Total soft costs is the sum of general requirements, contractor overhead, contractor profit, architectural fees, survey costs, engineering fees, permanent loan fees, cost of tax-exempt bond issuance, taxes, appraisal, market study, environmental report, rent-up/marketing costs, title & recording fees, non-syndication legal fees, accounting fees, developer fees & overhead, consultant fees, organizational fees, and syndication expenses.

d. The total permanent financing sources must equal the total project costs at the time of application. After the initial OHFA underwrite, any financial shortfalls cannot exceed 10% of total project costs.

16. Consistency with HDAP Funding

Projects seeking funding through the Housing Development Assistance Program (HDAP) must initially meet the following requirements:

a. A minimum of 40% of the units must be occupied by and affordable to households at or below 50% of AMGI for projects located in a Participating Jurisdiction (PJ). The HDAP/HOME-assisted units cannot exceed the HUD Low- and High-HOME rent for the county where the project will be located. If the project is located in a non-participating jurisdiction, a minimum of 35% of the units must be occupied by and affordable to households at or below 50% of AMGI, with rents for the HDAP/HOME-assisted units at the HUD Low- and High-HOME rent.

b. Completion of the appropriate section of the AHFA.

c. The applicant must comply with all requirements of the 2006 HDAP Guidelines.

d. A project that receives HOME funds must comply with all HOME program rules, including environmental review and the requirement that residents may not be evicted other than for good cause.

17. Minimum Project Standards

a. In addition to meeting all new construction and rehabilitation standards required by Section 42 and local and state building codes, each unit must provide a refrigerator and stove in good working order. The OHFA may permit an exception to this requirement on a case-by-case basis.

b. Each bedroom in new construction or adaptive reuse units must be at least seven feet in each direction, at least 100 square feet total, and contain a closet in addition to the minimum square footage. Existing housing units are exempt from this criterion.

c. The minimum hard construction costs for rehabilitation must be equal to or greater than $10,000 per unit or 40% of the total project costs (minus the cost of land and any soft subordinate debt restructured by HUD under the Mark-to-Market program), whichever is greater. Applicable hard construction costs include residential hard construction costs, on-site improvements, construction contingency, furnishings and appliances. An exception to this requirement are projects with tax-exempt bond financing, in which the minimum hard construction cost for rehabilitation projects must be equal to or greater than $6,000 per unit.

d. A minimum of twelve (12) universal design features must be incorporated into the project. Specific features are required depending on the construction type and population served. See OHFA Form 001 for details.

e. A single-site multifamily project must provide a parking lot with concrete curbs and at least one parking space for each unit in the project. Exceptions to this requirement may be permitted on a case-by-case basis for projects located in dense urban areas, or for projects serving the elderly or permanent supportive housing populations.

f. All units must be provided with energy efficient central air conditioning systems. Exceptions to this requirement may be permitted for preservation pool eligible projects that, due to design issues, can only provide window units or other cooling systems for each room.

g. Three-bedroom units must contain at least one and a half bathrooms and units with four or more bedrooms must contain at least two full bathrooms. Exceptions to this requirement may be permitted for existing housing projects that, due to design issues, cannot provide the required number of bathrooms without incurring excessive costs.

h. Except for single-family homes and scattered-site developments, the owner must provide full-time (at least 20 hours per week) on-site management staff based on the following scale:

- Up to 75 units = at least one full-time staff;
- 76 to 150 units = at least two full-time staff;
- Over 150 units = at least three full-time staff.

The OHFA may permit an exception to this requirement on a case-by-case basis.

i. The owner must provide reasonable security features, such as security staff, cameras, alarm systems, secure common hallways, block watch plans, etc. for all residents. The applicant must describe such features in a narrative that cannot exceed one page in length.

j. Minimum unit size (residential living space) for new construction and adaptive reuse projects are as follows:

- SRO Units: Exceed 250 S.F.
- Efficiency Units: Exceed 450 S.F.
- 1-Bedroom Units: Exceed 650 S.F.
- 2-Bedroom Units: Exceed 850 S.F.
- 3-Bedroom Units: Exceed 1000 S.F.
- 4-Bedroom Units: Exceed 1150 S.F.

k. Single-family homes must:

- Contain three or more bedrooms;
- Provide a two-car garage, or provide a one-car garage and a full basement;
- Include washer/dryer hook-ups.

A full basement must contain at least 200 square feet with ceilings at least seven feet high and may not be used as bedrooms. A one-car garage may also be permitted for the rehabilitation of homes in urban areas, existing lots less than 50 feet wide or if an existing one-car garage is on the property.

All requests for exceptions to items a., e., f., g., h., and k. above must be submitted to the OHFA no later than one month prior to the application deadline. In addition, the OHFA may waive any of the minimum project standards for rehabilitation projects with tax-exempt bond financing if the applicant can reasonably demonstrate that the standards are not appropriate or cost effective. The OHFA will evaluate each project on a case-by-case basis and staff decisions will be final. OHFA Form 001 must be submitted to certify all structural requirements previously listed.

18. Conformity with Local Consolidated Plan or CHIS

Applicants must evidence that their project meets community housing needs through the local Consolidated Plan or Comprehensive Housing Improvement Strategy (CHIS). Applicants will be required to secure approval from the local agency that administers the Consolidated Plan or CHIS. It is the responsibility of the applicant to determine which plan applies. Please see Exhibits D and E for a listing of cities and counties with a Consolidated Plan or CHIS. If no local Consolidated Plan or CHIS exists in the community in which the project is located, the project must conform to the state Consolidated Plan. A completed OHFA Form 004 signed by the appropriate official from the city, county, or state must be included with the application.

19. Development Team Standards

a. **Management Company.** The proposed management company must meet the following standards:

i. The company must currently be a member of at least one of the following organizations or associations:
- National Assisted Housing Management Association (NAHMA)
- Midwest Assisted Housing Management Association (MAHMA)
- National Leased Housing Association (NLHA)
- Council for Affordable Rural Housing (CARH)
- Council for Rural Housing and Development of Ohio (CRHDO)
- American Association for Homes and Services for the Aging (AAHSA)
- Association for Ohio Philanthropic Homes and Housing for the Aging (AOPHA)
- A special needs association with a focus on housing management training for that special needs population
- American Association of Service Coordinators
- National Apartment Association
- Institute Of Real Estate Management (IREM)
- Building Owners and Managers Association (BOMA)
- National Association of Housing and Redevelopment Officials (NAHRO)

ii. A representative of the management company has earned one of the following certifications: Housing Credit Certified Professional (HCCP) sponsored by the National Association of Home Builders; Specialist in Housing Credit Management (SHCM) sponsored by NAHMA; or equivalent certification from a nationally recognized consultant or association, including but not limited to Affiliated Compliance & Consulting, Quadel Consulting, Salter Ltd., or Spectrum Seminars.

iii. The company must have managed at least five housing credit and/or federally subsidized developments (at least 10 units each) for at least one year each or have managed two housing credit projects (at least 10 units each) for at least three years each. All projects currently managed by the proposed company must not have any uncured Forms 8823. Exceptions may be granted on a case-by-case basis for 8823 events that are not the fault of the management company, such as a casualty loss, or if a management company inherits non-compliance issues from the prior manager. Also, exceptions to the experience requirement will be made for new companies that meet requirements i. and ii. above and whose principals can demonstrate previous management experience with no record of uncorrected noncompliance.

b. **Verification of Capacity.** The OHFA reserves the right to request additional information from the managing owners or general partners regarding their development capacity and ability to perform the roles and duties indicated in the application. If the managing owner or general partner in question cannot reasonably demonstrate that they can succeed, then the OHFA may reject the application. Applicants will have the opportunity to appeal staff's decision to the Multifamily Committee of the OHFA Board.

D. Allocation Pools

The OHFA has divided the state's annual per capita credit allocation into seven target and geographic pools. **Unless otherwise noted, applicants may compete in only one of the pools.** Projects will be assigned to target pools if they meet the qualifications for the target pools – applicants will not have a choice. Unsuccessful applicants in the target and geographic pools will compete in the general pool. Applications are ranked based on objective scoring criteria.

Pools will be allocated in the order presented below. The OHFA will enforce all requirements of the Maximum Credit Cap criterion as credits are reserved in each pool. The pool definitions and amount of the state's annual credit allocation designated to each pool are as follows:

<u>Target Pools (approximately $9,500,000 of the annual credit allocation)</u>

Unless otherwise noted, all projects must receive a score of 90 or higher in order to receive a reservation in the target pools. If a project scores below 90, it may only compete in the General Pool.

1. Rural Development Funding (approximately $2,000,000)
    a. Includes new construction projects with a Section 515 loan, and new construction or rehabilitation projects with a Section 538 loan guarantee with interest subsidy.

    b. All buildings must be financed with a Section 515 loan or Section 538 loan guarantee. Evidence that the financing has been or will be obtained must be submitted with the application.

    c. The amount of a Section 538 loan guarantee must be equal to at least 10% of total project costs. The applicant must submit correspondence from RD that verifies the eligibility of their project for the upcoming loan guarantee program. A complete application for the guarantee must then be submitted to the appropriate RD office by September 1, 2006 or the credit reservation may be recaptured. The RD office will determine the completeness of such application.

       Projects that receive a Section 538 Loan Guarantee are ineligible for points in the lease-purchase category (competitive criterion 8.). Applicants who receive an RD Section 538 Loan Guarantee for a lease-purchase development must submit by the Carryover deadline a legal opinion indicating that the units may be sold to residents after the 15-year compliance period.

    d. If a project qualifies for the Preservation Pool it is ineligible for the Rural Development Pool.

2. Permanent Supportive Housing (PSH) for the Homeless (approximately $1,000,000)
    a. Projects are designed for persons/households that are homeless (primary residence is a publicly or privately operated shelter designed to provide temporary living accommodations, or a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings) and have one or more of the following characteristics: physical, mental or developmental disabilities; alcohol and/or substance abuse problems; HIV/AIDS and related diseases; chronically

unemployed (the project owner must provide appropriate employment services); or other persons/households that qualify under the HUD Shelter Plus Care Program.

b. At least 50% of the units within the housing development must be reserved for occupancy by the targeted population.

c. A comprehensive service plan that is satisfactory to the OHFA and meets all the requirements listed in Exhibit I must be submitted with the application that identifies (i) the services to be provided; (ii) the anticipated sources of funding for such services; (iii) the physical space that will be used to provide such services; and (iv) the applicant or the contracted (or equivalent relationship) supportive services provider and their experience in providing services to the targeted population.

d. The applicant must provide a commitment for rental subsidy for at least 50% of the units. The subsidy must be specifically committed to the project. Sources may include project-based vouchers or other assistance from the local PHA, McKinney-Vento Homelessness grant, or other federal, state or local government source. The organization providing the subsidy must continue to hold the project in good standing while their funding is in place.

e. The applicant must evidence support from the local government jurisdiction (city, village or township) in which the project is located.

f. The project will not be considered for single-family lease purchase and senior housing points.

g. Eligible projects must be located in a Geographic Pool A city or in a county with a Geographic Pool A city.

h. PSH projects that also qualify for the Preservation Pool must compete in the PSH Pool.

i. Competitive criteria numbers 18. CHDO, 19. HC Vacancy Rate, 20. Market Vacancy Rate, 21. Penetration Rate, 22. Growth Rate, 23. Special Market Condition, and 24. Nominal Market Impact will not be used in the scoring of projects in the PSH Pool only. In addition applicants may only score up to 5 points in competitive criterion 16., Housing Experience. Therefore, the maximum score for a PSH project is 89. All projects in the PSH Pool must receive a score of 80 or higher in order to receive a reservation in the PSH Pool. If a project scores below 80, it may only compete in the General Pool.

j. General partners must be non-profit organizations with experience in developing, owning, or managing supportive housing for the homeless or special needs individuals/families.

3. Public Housing Authority Funding (approximately $1,500,000)

a. Eligible funding sources are: HOPE VI, Replacement Housing Factor (RHF) Funds, or loan from the local Public Housing Authority (PHA) that is secured by the assets and/or capital funds of said PHA.

b. The amount of funding used as permanent financing must be equal to at least 20% of the total costs of the project.

c. For HOPE VI or RHF funding, applicants must submit the "Confirmation of Funding Approval" from HUD or equivalent documentation to evidence the funding award.

d. The project must set aside a minimum of 20% of the units in the project for Public Housing residents.

e. PHA funded projects that also qualify for the Preservation Pool must compete in the PHA Funding Pool.

f. Projects funded in the PHA Funding Pool will be limited to a total of $600,000 in annual Housing Credits.

g. Competitive Criterion number 15., Ohio-Based Development Team, will not be used in the scoring of projects in the PHA Funding Pool only. Therefore, the maximum score for a PHA project is 95. All projects in the PHA Funding Pool must receive a score of 85 or higher in order to receive a reservation in the PHA Funding Pool. If a project scores below 85, it may only compete in the General Pool.

4. Preservation (approximately $5,000,000)

Includes the following projects:

a. Projects receiving project-based rental subsidy through a Section 8 Housing Assistance Payment Program (HAP) contract that is due to expire on or before December 31, 2007. The contract must be in effect at the time of application. Documentation from HUD or the applicable Contract Administrator that evidences the assistance and length of the contract must be submitted with the application.

   A new owner must accept the project-based rental subsidy if it is offered by HUD. If a compelling reason exists for the new owner not to accept the subsidy, the applicant must submit a narrative that explains this decision and include letters supporting this decision from the resident council (if one exists), local government official(s), and a local or statewide low-income housing advocacy group that receives OTAG funding from HUD.

b. Troubled projects that have received assistance through the USDA Rural Development (RD) office. Applicants must provide a letter from the RD office that details the current situation for the project, explains the need for housing credits, and approves of the current or proposed owner(s) and management company.

c. Projects participating in the HUD Portfolio Reengineering Program. Applicants must provide a letter of eligibility from HUD and be assigned to a Participating Administrative Entity (PAE). Projects that have closed their financing under this program since March 1, 2001 are also eligible for the pool.

d. HUD Section 202 or 811 projects placed-in-service prior to 1979.

e. Existing HUD Section 236 projects. The Interest Reduction Payment (IRP) must be decoupled from the Section 236 agreement if housing credits are awarded (exceptions may be permitted on a case-by-case basis). The affordability requirements indicated in the Section 236 agreement must also be maintained for the property.

f. Projects that received a previous allocation of Housing Credits between 1987 and 1994 and were later completed and placed in service.

All of the units in a project must be located in buildings meeting the definition of preservation. Additional community rooms and common space may be added to the project. Projects competing in the preservation pool must submit a capital needs assessment with their application that meets the standards outlined in Exhibit K. The OHFA will use this assessment to determine whether the costs indicated in the application are appropriate considering the rehabilitation needs of the project. The market study may be submitted after the OHFA issues Housing Credit reservations if the applicant demonstrates sustained occupancy of at least 90% at the property.

Preservation projects with HUD assistance must submit a copy of the most recent REAC score for the property. If this score is less than 60, then the existing general partners and management company may not participate on the development team for the project, unless such entities demonstrate that they are in good standing with HUD and that their continuing participation will result in improvement of the condition of the property. Applicants must submit evidence of these items no later than one month prior to the application deadline. OHFA staff will review these materials and present their determination to the Multifamily Committee of the OHFA Board.

The preservation pool will be divided into two pools based on the geographic pool definitions. Four million dollars ($4,000,000) of the state's annual per capita credit allocation will be designated to preservation projects, meeting one of the definitions above, located in Geo Pools A or B. One million dollars ($1,000,000) of the state's annual per capita credit allocation will be designated to preservation projects, meeting one of the definitions above, located in Geo Pool C.

Competitive criteria numbers 18. HC Vacancy Rate, 19. Market Vacancy Rate, 20. Penetration Rate, 21. Growth Rate, 22. Special Market Condition, and 23. Nominal Market Impact will not be used in the scoring of projects in the Preservation Pool only. Therefore, the maximum score for a Preservation project is 94. All projects in the Preservation Pool must receive a score of 85 or higher in order to receive a reservation in the Preservation Pool. If a project scores below 85, it may only compete in the General Pool.

<u>Geographic Pools (approximately $9,000,000 of the annual credit allocation)</u>

All buildings in a project must be located in one pool area. Projects located in multiple pools will not be permitted. For a definition of the pools refer to Exhibit G.

5. Geo Pool C (rural): approximately $2,500,000.
6. Geo Pool B (suburban / mid-sized counties): approximately $2,500,000.
7. Geo Pool A (urban): approximately $4,000,000 (see <u>2007 Reservations</u> below).

<u>General Pool (remaining annual credit allocation)</u>

The remaining portion of the state's annual credit allocation will be placed in the general pool. Any returned credits from a previous year, credits received from the national credit pool, or unused credits from the target or geographic pools will also be placed in the general pool. Projects that do not receive a reservation of credits in one of the target or geographic pools will compete in this pool. The general pool credits will first be used to fully fund the last project reserved in each of the target and geographic pools. Any remaining credits will be distributed to the projects that qualify for the general pool. Awards will be based on the competitive score.

<u>2007 Reservations</u>

If the amount of credits assigned to the general pool is exhausted by fully funding the last project reserved in each of the target and geographic pools, credit assigned to Geographic Pool A will be used to fund the last project reserved in the remaining pools. The OHFA will then commit up to $1.5 million in 2007 Housing Credits to fund Geographic Pool A up to the designated $4 million allocation amount. The OHFA also reserves the right to allocate 2007 Housing Credits to applicants in other pools who request them in order to reduce the number of projects in Geographic Pool A that will receive 2007 Housing Credits.

<u>Waiting List:</u> Projects that do not receive a reservation will be given the opportunity to be placed on a waiting list for Housing Credits that are returned later in the year.

At the conclusion of the round, a waiting list will be created for the target, geographic and general pools. Projects will be ranked by their scores in each pool. If a project returns Housing Credits that were reserved during <u>2006</u> AND the total amount awarded (less the returned credits) falls below the minimum amount of credits set aside for that particular pool, then the highest scoring project from that pool will receive an offer for a reservation of credits. If credits reserved in the 2006 general pool or in any other pool from any other year are returned, the highest scoring project from the general pool waiting list will receive an offer of credits. Please note that if a project returns credits that were awarded during 2006, then any HDAP or HDLP awarded must also be returned. Projects that receive credits from the waiting lists may then be considered for HDAP or HDLP funding, although that funding cannot be assured.

The OHFA will contact representatives of the waiting list projects when Housing Credits become available. The OHFA will set a deadline for the applicant to respond to any offer.

E. Competitive Scoring

Projects will be judged using competitive system divided into three parts – I., II., and III. Unless stated otherwise in the definition of the total score for each pool, a project may receive up to 75 points out of 84 available in Part I; 15 points out of 18 available in Part II; and 10 points out of 13 available in Part III. The scores in all parts are then added together to determine the total project score. The applicant must submit proper evidence of each item elected and will be held to all commitments if their application receives an award of housing credits.

Part I Criteria

1. Additional Rent Restrictions – 25 points

   Applicants who select one of the following elections, will receive 25 points:

   a. 60% of the units affordable to households with incomes at or below 50% AMGI (projects located in Geo Pool A or B); or

   b. 40% of the units affordable to households with incomes at or below 50% AMGI (projects located Geo Pool C, except for counties listed below); or

   c. 30% of the units affordable to households with incomes at or below 50% AMGI (projects located Belmont, Lawrence, or Washington).

2. Local Government Support – 15 points

   Applicants may receive points for only *ONE* of the following:

   a. Fifteen (15) points will be given to applicants who have obtained a resolution of support from the local government in which the project is located. For incorporated jurisdictions, the resolution must come from the council. For unincorporated jurisdictions, the resolution must come from the township trustees. A copy of the official resolution adopted at a public meeting must be included with the application. If the local government withdraws its support for good cause (as determined by the OHFA) during the 45-day public notification response period, the project will lose local government support points.

      Or Fifteen (15) points will be given to applicants who provide a letter of support signed by the President of the city council for incorporated areas, or by a majority of the township trustees for unincorporated areas. The letter must state that a majority of the council members or trustees have voted in support of the proposed project **during a public meeting and that the city council or township trustees do not and are not required by Charter, law or otherwise, as a regular business practice, to issue or pass formal resolutions.** The letter must provide the location of the project with reasonable specificity and state specific support for the project. The letter of support must be on official letterhead or indicate in the letter that letterhead is not available. The signature(s) must be notarized. If the local government withdraws its support for good cause (as determined by the OHFA) during the 45-day public notification response period, the project will lose local government support points.

b. Ten (10) points will be given to applicants who provide a letter of support signed by the President of the city council for incorporated areas, or by a majority of the township trustees for unincorporated areas. The letter must state that a majority of the council members or trustees have voted in support of the proposed project **during a public meeting; however that no written resolution was adopted, even though it is the regular business practice, or is otherwise required by Charter or law, to do so.** The letter must provide the location of the project with reasonable specificity and state specific support for the project. The letter of support must be on official letterhead or indicate in the letter that letterhead is not available. The signature(s) must be notarized. If the local government withdraws its support for good cause (as determined by the OHFA) during the 45-day public notification response period, the project will lose local government support points.

c. Five (5) points will be given to applicants who have obtained local government support for the proposed project through an affirmative letter by the highest-elected official of the most local jurisdiction in which the project is located. For incorporated jurisdictions, the letter must come from the mayor. For unincorporated jurisdictions, the president of the board of township trustees must sign the letter. The letter must provide the location of the project with reasonable specificity and state specific support for the project. The letter of support must be on official letterhead or indicate in the letter that letterhead is not available. The signature(s) of the local official(s) must be notarized. If the local government official withdraws its support for good cause (as determined by the OHFA) during the 45-day public notification response period, the project will lose local government support points.

All resolutions and letters described above must indicate the number of units in the project, including a breakdown between affordable and market rate units, and specifically mention any special needs populations to be served or indicate that the project is not targeted for a special needs population. Special needs populations are permanent supportive housing for the homeless, senior housing, housing for persons with a developmental disability, and housing for persons with severe and persistent mental illness. The resolutions and letters must be signed and dated on or before the application deadline and no earlier than September 2005.

Housing credit applications for a project that will have units in more than one local government jurisdiction must provide resolutions or letters of support from <u>all</u> jurisdictions in which there are project units. Points for local government support letters will not be pro-rated. If different types of support are received for a single project, the lowest point value will be awarded.

3. Other Local Support – 12 points

Preference will be given to applicants who have obtained the support of other local officials, or locally-based groups or agencies that represent or serve the jurisdiction in which the project will be located. Four (4) points will be awarded, total not to exceed 12 points, for an affirmative signed letter of support from each of the following entities:

a. Mayor if letter was not used for Item 2c. above;

b. State Representative;

c. State Senator;

d. A local social services agency that provides services or service referrals to the project's target population (unless it is the applicant or is related to the applicant) - only one agency will be considered;

e. County Commissioner (one or more);

f. U.S. Congressional Representative; or

g. Neighborhood Association (unless it is the applicant) - only one organization will be considered. A neighborhood association is a voluntary organization of residents who work together to improve and maintain the quality of life in their neighborhood. An association can form out of concern over a particular issue or as a means of enhancing the "sense of community" in their neighborhood. The association must have been formed in 2004 or earlier. The features of a Neighborhood Association include: membership open to all residents in the neighborhood with participation optional; boundaries established by the association (usually 40 - 400 households); dues paid by residents on a voluntary basis; no legal authority to enact or enforce maintenance or design requirements beyond those established by City ordinances; and, to ensure a visibly democratic process, the organization must have established formal or informal by-laws that provide for at least one general membership meeting per year and require an annual election of officers. The organization's existence shall be evidenced by incorporation within Ohio or authorization to do business in Ohio and can verified by the office of the Ohio Secretary of State.

For projects with buildings in multiple jurisdictions/service areas, the letters must be from the jurisdictions/service areas in which the majority of the buildings will be located (e.g., a project will be located in three different state representative districts and therefore, the OHFA will only award four points for a letter from the state representative of the jurisdiction in which the majority of buildings will be located). Letters must be specific to the project, contain a specific affirmative statement of support, and contain information (address, number of units, etc.) consistent with information in the application. If an elected official withdraws their support for good cause (as determined by the OHFA) during the 45-day public notification response period, the project will lose points for that particular official. The letters must be signed and dated on or before the application deadline, but no earlier than September 2005.

4. Senior Housing – 5 points

Experienced service coordinators, evidence of service coordinator salary or an in-kind service agreement, additional market study requirements and supportive service plans containing specified services (see Exhibit I) are required for all special needs populations. With regard to the supportive service plans, applicants will be permitted to provide minimal updates to their plans during the Competitive Cure period. However, in order to receive the points, a reasonable quality plan must be included with the original application by the submission deadline.

Additional requirements are as follows:

a. 100% of the units must set aside for households containing at least one person who is age 55 years or older;

b. all buildings must contain only one story unless an elevator is provided;

c. units may contain no more than two bedrooms;

d. all units and buildings must contain at least 20 universal design features as described on OHFA Form 001, in addition to installation of grab bar blocking in the bathrooms (in the shower and around the toilet area);

e. the project must contain common space equal to the lesser of 5% of the total residential square footage for the entire project or 20 square feet per number of units in the entire project;

f. the project must set-aside at least $100 per unit annually for service coordination, evidenced as an operating expense in the AHFA; and

g. an application cannot receive points for Single-family Lease Purchase or MR/DD or SMI Unit Set Aside.

5. Additional Income Targeting – 5 points

Applicants who select one of the following elections will receive five points:

a. 5% of the units occupied and affordable to households with incomes at or below 35% AMGI (projects located in non-Participating Jurisdictions); or

b. 10% of the units occupied and affordable to households with incomes at or below 35% AMGI (projects located in Participating Jurisdictions).

These units may be included as part of the rent restricted units as restricted in competitive criterion 1, Additional Rent Restrictions.

6. Additional Universal Design Features – 5 points

Projects, including all units and buildings, that incorporate at least 20 universal design features into the project will receive five points. OHFA Form 001 must be completed to certify this item.

7. Local Owner /Managing Member /General Partner – 4 points

If one of the general partner entities is a local organization, defined as having a central office located in the same county in which the project will be developed, the project will receive four points. The central office must be the entity's main/corporate headquarters and must have been located in the project county for a minimum of one year prior to application.

An entity that serves multiple counties may also qualify for these points if the central office is not located in the project county. The proposed project must qualify for inclusion only in Geographic Pools B or C and must be located in a county that is directly adjacent to the county where the central office is located.

The following entities will also be considered to be local organizations if the project is located in their particular service area as defined in the organization's bylaws:

- An Area Agency on Aging or Community Action Agency located in Ohio.
- Other organizations created under the auspices or direction of an Area Agency on Aging or Community Action Agency as referenced above.

Points will be based on the local entity's percent of ownership of the general partnership or managing member. Points will be awarded as follows:

- 0% to 24% ownership = 0 points;
- 25% to 50% ownership = 2 points; or
- 51% ownership = 4 points

8. Single-Family Lease Purchase – 5 points

Preference will be given to projects that offer homeownership opportunities to qualified residents after the initial 15-year compliance period. Applicants must have a viable homeownership strategy for residents who inhabit the units during the compliance period. The strategy must incorporate an exit strategy, homeownership counseling, and a minimum amount of funds set-aside by the owner to assist the resident in the purchase. Applicants will be permitted to provide minimal updates to their lease purchase strategies during the Competitive Cure period. However, in order to receive the lease purchase points, a reasonable quality strategy must be included with the original application by the submission deadline.

Scattered-site projects will be evaluated based on sites under control at application. The percentage of lease purchase units at application must be maintained at

Carryover and 8609. All sites must be owned (long-term leases are unacceptable) and properly sub-divided by the Carryover submission deadline. If the owner is unable to subdivide parcels before the Carryover deadline, then the OHFA will add a condition to the Carryover Allocation Agreement that will require that the site(s) be subdivided and new updated legal descriptions be submitted to the OHFA prior to the request for the 8609 Forms. As with site control requirements, projects may be required to reduce overall sites subsequent to application to maintain consistency with their initial lease purchase commitment.

The only types of units eligible for these points are single-family detached structures. The detached structures in new construction projects must be at least four feet apart and neither joined nor touching in any manner.

Applications that receive points in this category cannot also receive points for Historic and/or Senior Housing.

9. Family Supportive Services – 5 points

Five (5) points will be awarded to projects that provide the following services: providing referrals to local jobs programs; counseling residents as to available educational and training programs that can secure one's place in the workforce or enhance the likelihood of advancement; credit counseling and consultation; and referrals to day care, after school, and health care / wellness programs. The building design may be multi-family or single-family. Applicants will be required to submit a supportive service plan containing specific services and demonstrating linkages with local services agencies as outlined in Exhibit I.

Grandparent Housing: Five (5) points will be awarded to family projects that opt to target a minimum of 10% of the units to grandparents with legal custody of their grandchildren. The applicant must submit, no later than 30 days prior to the application submission deadline, a supportive service plan detailing appropriate services that will be provided to this population. The family supportive services outlined above must be provided to other families residing in the project.

The maximum score in this category is five points. These points will be mutually exclusive with the following point criteria: Senior Housing, MR/DD or SMI Unit Set-Aside and Single-family Lease Purchase.

10. Historic Buildings – 2 points

Two (2) points will be given to projects that evidence use of historic rehabilitation tax credits. Projects are eligible to receive points if the building(s) is/are individually listed in the National Register of Historic Places. Applicants must include documentation indicating that the project is indeed individually listed in the National Register of Historic Places. If the building(s) is/are not individually listed in the National Register, then the project applicant must have submitted a Part 1 application ("Evaluation of Significance") and received a recommendation for approval by the Ohio Historic Preservation Office. Applicants must submit their complete Part 1 application to the Ohio Historic Preservation Office no later than 30 days prior to the round application submission deadline. At least 75% of the total units must be located in eligible historic buildings in order for a project to receive points in this category. Points will be prorated based on the percentage of total units located in eligible historic buildings. In addition, to be eligible for these points, one of the project's General Partners or the Contractor must provide evidence of having successfully completed and placed-in-service at least one other historic project by including with the housing credit application a certificate of occupancy or 8609 Form(s).

11. Accessible Units – 4 points

Projects that include units that meet the federal section 504 (Section 504 of the Rehabilitation Act of 1973 as amended) accessibility standards will receive four points. At least 10% of the total units in the project must be designed for persons with mobility disabilities as defined in the Section 504 regulations. Applicants must complete the relevant section of OHFA Form 001.

12. MR / DD or SMI Unit Set-Aside – 5 points

Five (5) points will be given to projects that agree to serve persons with a developmental disability or persons with severe and persistent mental illness. Experienced service coordinators, evidence of service coordinator salary or an in-kind service agreement, additional market study requirements (see Page 13) and supportive service plans containing specified services (see Exhibit I) are required for all special needs populations. With regards to the supportive service plans, applicants will be permitted to provide minimal updates to their plans during the Competitive Cure period. However, in order to receive the points, a reasonable quality plan must be included with the original application by the submission deadline. An application that receives points in this category cannot also receive points for Senior Housing.

Additional requirements are as follows:

a. Persons with a developmental disability (MR /DD)
- 20% maximum unit set-aside and exact percentage must be established in collaboration with the local MR/DD agency (owners must initially offer 20% of the units to be set-aside). The MR/DD agency must specify reasons for a lower set-aside in writing. The final set-aside must be equal to or greater than 5% of the total units.

b. Persons with severe and persistent mental illness (SMI)
- 20% maximum unit set-aside and exact percentage must be established in collaboration with the local ADAMHS or Mental Health Board (owners must initially offer 20% of the units to be set-aside). The local board must specify reasons for a lower set-aside in writing. The final set-aside must be equal to or greater than 5% of the total units.

13. Energy Efficient Design – 4 points

Projects, including all residential buildings, that are energy efficient and meet the rating standards as listed on OHFA Form 001 will receive four points. Please note that there are different standards for newly constructed and existing buildings.

14. Located in a QCT and Contributes to a Local Revitalization Plan – 3 points

Projects located in a 2006 Qualified Census Tract or Difficult Development Area (refer to Exhibit C for a list of QCT) and contribute to a local revitalization plan, which is separate and distinct from a local Con Plan or CHIS, will receive three points. The revitalization plan must currently be in effect; must have been approved by a local governmental or quasi-governmental jurisdiction, such as a county, township, municipal government, or neighborhood commission; and must demonstrate that other significant economic development initiatives or infrastructure improvements are planned for the area. Applicants must include a copy of the plan and a letter from the plan approval entity stating that the proposed project is consistent with the plan. For projects with units in multiple census tracts, points will be prorated based on the percentage of total units located in each qualified census tract, and the total will be rounded to the nearest whole number.

15. Green Communities – 5 points

Five (5) points will be awarded to projects that meet all requirements and guidelines of the Green Communities Initiative developed by the Enterprise Foundation. The application must include evidence that the Enterprise designation has been received.

<u>Part II Criteria</u>

16. Ohio-Based Development Team – 5 points

Projects with an Ohio-based development team will receive five points. An application with an Ohio-based development team is one in which the general partners/managing members (other than the investor member) and developers have their principal offices located in Ohio. The applicant must submit a narrative certifying to the OHFA that all applicable entities have had their principal offices located in Ohio since December 31, 2001, all principal owners of each of the entities have filed Ohio income tax returns since 2001, and are currently located in Ohio. A non-profit organization may submit a copy of their articles or by-laws in lieu of certification regarding income tax returns. A newly formed organization with principal offices in Ohio may also qualify as Ohio-based if the owners of the entity can certify to the OHFA that each of the owners have filed Ohio income tax returns since 2001.

17. Owner /Managing Member /General Partner Housing Experience – 10 points

The OHFA will evaluate the previous housing development and ownership experience in the United States of each general partner entity controlling at least 49% of the general partner interest of the proposed project. Each general partner entity must agree to maintain their ownership interest throughout the construction phase and 15-year compliance period for the project. Points will be awarded for affordable rental housing projects (or homeownership projects for HDAP and CHIP only) financed with public or semi-private funds. A project must consist of at least five units and be subject to rent (except homeownership projects) and income restrictions as defined in federal, state, or local regulations; program guidelines; or land use agreements.

The experience of each general partner entity <u>will be combined</u> in order to determine the score for the proposed project. <u>Projects used for experience points will not be counted more than once in an application</u>. The general partner entity must have owned at least 25% of the general partner interest of the previous projects when they were placed-in-service and must have been a material participant in the development of the projects. The maximum score for this category is 10 points, except for the PSH Pool, for which the maximum score is 5 points. Points will be awarded as follows (except for the PSH Pool - see Section c. below):

a. One point for each Housing Tax Credit project awarded after 1989 and placed in service with 8609 Forms at the time of application (or for Ohio projects, a <u>complete</u> request for 8609 Forms has been submitted at least one month prior to the application deadline). In order to evidence out-of-state Housing Tax Credit experience, applicants must submit a copy of an 8609 Form signed by the allocating agency for one building (not every building) in each project.

In order to receive the maximum score the general partner entity or entities must receive points for <u>at least five Housing Tax Credit projects</u> that received an allocation of Housing Tax Credits after 1994. Except for the PHA Pool, at least three of projects must be located in Ohio and received Housing Tax Credits from the OHFA.

b. One point for each affordable housing project developed with public funds, including:

- Housing Development Assistance Program (HDAP);
- HOME (state or local allocation);
- Community Housing Improvement Program (CHIP) (weatherization projects are not included);
- Ohio Housing Trust Fund;
- HUD programs (Project-based Section 8, McKinney-Vento, Section 236, Section 202, Section 811);
- Rural Development programs (Section 515, Section 538);
- Public Housing;
- Public Housing Authority financing (i.e. capital funds or related funds); or
- Private Activity or 501(c)(3) bonds.

For each project identified that has not received funding from the OHFA, the applicant must provide a signed letter from the funding provider stating that the general partner entity was part of the ownership of the project when it was placed-in-service, was a material participant in the development of the project, and no significant compliance or heath or safety issues exist with the project. The OHFA reserves the right to exclude projects that cannot be reasonably classified as affordable housing.

c. For the PSH Pool, five points will be awarded if the general partner has developed at least one other Permanent Supportive Housing project in Ohio with a Housing Credit allocation. The project must be placed in service with 8609 Forms or a complete 8609 request submitted to the OHFA (as described in Section a. above).

Five points may also be awarded if the general partner has other experience developing affordable, supportive, service-enriched housing projects targeted to homeless or special needs individuals/families using public funds, including, but not limited to:

- HUD McKinney-Vento;
- Ohio Department of Mental Health Capital Funds; or
- HUD SRO Moderate Rehab.

Applicants must submit a narrative and evidence of their experience no later than two months prior to the application deadline. OHFA staff will review these materials and present their determination to the Multifamily Committee of the OHFA Board at their scheduled March meeting.

18. CHDO Owner – 3 points

If the majority owner/managing member of the project is a state-certified Community Housing Development Organization (CHDO) at the time of application and meets all of the following criteria, then the project will receive three points:

a. the CHDO, or it's wholly owned for-profit or non-profit subsidiary, must be the majority owner/ managing member with decision-making authority (must have effective project control);

b. the CHDO must agree to participate in and be eligible for the Section 42 non-profit set-aside;

c. the proposed project must be located in the CHDO's established service area, as stated in the organization's articles or by-laws; and

d. the CHDO must be willing to receive an award of HOME funds if applying for gap financing through the Housing Development Assistance Program.

<u>Part III Criteria</u>

19. Low Housing Credit Vacancy Rate – 2 points

Projects located in counties or submarkets that have an average vacancy rate for housing credit projects equal to or less than the statewide average will receive two points. The OHFA will use vacancy data from the 2004 Statewide Rental Housing Analysis (SRHA) and annual operating surveys to determine the counties or submarkets eligible for points. Projects will be evaluated and grouped based on project type. The three project types that will be considered are single-family, multifamily, and senior (age 55 or older). All units in a project must be located in the eligible county or submarket in order to receive the points. For projects with units in multiple counties or submarkets, points will be prorated based on the percentage of total units located in each county or submarket, and the total will be rounded to the nearest whole number. Points will be awarded for the proposed renovation of an existing, affordable (at or below 60% of AMGI) multifamily housing project in any case provided the applicant demonstrates sustained occupancy of at least 95% since the beginning of 2005. Refer to Exhibit O for more information.

20. Low Market Vacancy Rate – 1 point

Projects located in counties or submarkets that have an average vacancy rate for market rate projects equal to or less than the statewide average will receive one point. The OHFA will use vacancy data from the 2004 SRHA to determine the counties or submarkets eligible for points. All units in a project must be located in the eligible county or submarket in order to receive the points. For projects with units in multiple counties or submarkets, points will be prorated based on the percentage of total units located in each county or submarket, and the total will be rounded to the nearest whole number. Points will be awarded for the proposed renovation of an existing, affordable (at or below 60% of AMGI) multifamily housing project in any case provided the applicant demonstrates sustained occupancy of at least 95% since the beginning of 2005. Refer to Exhibit P for more information.

21. Low Penetration Rate – 2 points

Projects located in counties or submarkets that have an average penetration rate (for households with incomes between 40% and 60% AMGI) equal to or less than the statewide average will receive two points. The OHFA will use data from the 2004 SRHA and annual operating surveys to determine the counties or submarkets eligible for points. Projects will be evaluated and grouped based on target population. The target populations that will be considered are family/individuals and senior (age 55 or older). All units in a project must be located in the eligible county or submarket in order to receive the points. For projects with units in multiple counties or submarkets, points will be prorated based on the percentage of total units located in each county or submarket, and the total will be rounded to the nearest whole number. Points will be awarded for the proposed renovation of an existing, affordable (at or below 60% of AMGI) multifamily housing project in any case provided the applicant demonstrates sustained occupancy of at least 95% since the beginning of 2005. Refer to Exhibit Q for more information.

22. Increase in Income-Qualified Households – 1 point

Projects located in counties or submarkets that have a positive (increase of more than 25 households) growth rate of households with incomes between 0% and 60% AMGI between 2005 and 2010 will receive one point. The OHFA will use 2005 HISTA data created by Ribbon Demographics to determine the counties or submarkets eligible for the points. Projects will be evaluated and grouped based on target population. The target populations that will be considered are family/individuals and senior (age 55 or older). All units in a project must be located in the eligible county or submarket in order to receive the points. For projects with units in multiple counties or submarkets, points will be prorated based on the percentage of total units located in each county or submarket, and the total will be rounded to the nearest whole number. Points will be awarded for the proposed renovation of an existing, affordable (at or below 60% of AMGI) multifamily housing project in any case provided the applicant demonstrates sustained occupancy of at least 95% since the beginning of 2005. Refer to Exhibit R for more information.

23. Special Market Condition – 2 points

An applicant's market analyst may challenge the score for the project in the following competitive criteria: 19. HC Vacancy Rate; 20. Market Vacancy Rate; 21. Penetration Rate; and 22. Growth Rate. The analyst must provide a reasonable argument in the market study for the project that explains why the project will be successful even after reviewing data provided in the 2004 SRHA and by the OHFA. The argument must use specific statistics to illustrate vacancy, penetration or growth rates for the primary market area that conflict with SRHA or OHFA data. The analyst may challenge the score for an application that qualifies for points in the Single-Family Lease Purchase category by demonstrating sustained occupancy of at least 95% for other housing credit lease-purchase developments in the county or submarket since the beginning of 2005.

If the OHFA accepts the argument, then up to two additional points may be awarded to the project as long as the total score for competitive criteria numbers 19. through 23. does not exceed six points. For projects with units in multiple counties or submarkets, points will be prorated based on the percentage of total units located in each county or submarket, and the total will be rounded to the nearest whole number. The OHFA reserves the right to override the analyst's recommendation.

24. Nominal Market Impact – 1 point

An applicant will receive one point if the number of units proposed is equal to or less than 2% of the 2005 40% to 60% AMGI income qualified households in the county or submarket by project type as determined by the OHFA. All units in a project must be located in the eligible county or submarket in order to receive the point. For projects with units in multiple counties or submarkets, the point will be prorated based on the percentage of total units located in each county or submarket, and the total will be rounded to the nearest whole number. Refer to Exhibit S for a listing of maximum units by project type – family or senior (age 55 or older).

25. Market Study Criteria – 4 points

The OHFA will award four points to a project if the market analyst reasonably demonstrates that the proposed project meets the following criteria:

a. The capture rate of income-qualified renter households in the market area for the project is less than 7%. For senior properties, the analyst may also include income-qualified owner households if they can provide a reasonable argument to do so in the particular market area. A minimum of 10% of the units (5% for projects in a non-participating jurisdiction) must be set-aside at the lowest income band in the rental structure to be considered in the capture rate calculation.

b. Estimated occupancy rate for the project after the first year of lease-up is 95%.

c. The amenities offered and design of the building(s) and units are above average in comparison to all existing comparable affordable rental housing units in the area.

The OHFA reserves the right to challenge the opinion of the market analyst on a case-by-case basis. Please refer to the market study standards for more information.

Tie-Breaking Procedures: In case of a tie score in any of the pools, the OHFA will rank the projects in order by the following criteria, by pool:

1. Rural Development Pool

a. New construction projects receiving a new Rural Development Section 515 loan will receive preference. Such projects may not include any other RD financing or any other first mortgage financing.

b. Projects with a general partnership / managing member owned by a single for-profit company or individual will receive preference until at least one for-profit project receives a reservation of credits in the pool. The for-profit entity must not have had any affiliation with a non-profit entity at any time in order to qualify for this criterion.

Then the preference changes to projects with a general partner entity that owns at least 49% of the general partnership / managing member and is a non-profit organization. Requirements for a non-profit organization in reference to this tie-breaker are as follows:

i. The non-profit must be a state-certified community housing development organization (CHDO), community action agency (CAC), area agency on aging (AAA), public housing authority (PHA), other organization created under the auspices or direction of a AAA, CAC, or PHA, or a large housing non-profit (NP).

ii. Except for PHA's, non-profits that own 51% or more of the general partnership must agree to participate in and be eligible for the Section 42 non-profit set-aside. The OHFA reserves the right to limit the number of allocations designated as non-profit set-aside allocations on a case-by-case basis.

iii. A large housing non-profit is defined as an organization that has at least five years of housing experience, has at least five full-time (or equivalent) staff devoted to housing development or management, has one of its primary purposes (as described in by-laws) to develop affordable rental housing, and has developed either alone or in a joint venture at least three Housing Credit projects.

iv. For CHDO, CAC, AAA, and PHA, the proposed project must be located in the entity's service area, as stated in the organization's by-laws.

c. Projects located in counties that contain the fewest amount of projects awarded credits in 2006 from this pool will receive preference.

d. Preference is given to projects with a general partner or developer – only the experience of one entity will be considered – that has developed and owns or owned at least 20 projects allocated Housing Credits after 1992 in any state. Each project must consist of at least five units and must be placed in service with 8609 Forms (or for Ohio projects, a complete request for 8609 Forms has been submitted at least one month prior to the application deadline). Projects financed with tax-exempt bonds will not be counted in the calculation of experience for this criterion. In order to evidence out-of-state Housing Credit experience, applicants must submit a copy of an 8609 Form signed by the allocating agency for one building (not every building) in each project.

The general partner or developer must actively participate in the development of the proposed project, and must submit a certification, signed by the developer, construction lender and equity provider, agreeing to guaranty construction completion and the payment of any operating deficits until the project achieves break-even operations. This certification must also indicate that the guaranty obligations are not indemnified by any other entity or person. False certifications will result in indefinite suspension from all multifamily housing programs administered by the OHFA. This tiebreaker will no longer be used after no more than 60% of the credits have been awarded in the pool. For each project identified, the entity must have been part of the ownership of the project when it was placed-in-service, was a material participant in the development of the project, and no significant compliance or heath or safety issues exist with the project.

e. Projects with the lowest OHFA tie-breaking number. Numbers will be randomly assigned to applications shortly after they are submitted. The OHFA will assign the numbers during a public meeting and meeting information will be posted on the OHFA web site.

2. Permanent Supportive Housing Pool

   a. The project is the top-ranked project by the applicable Continuum of Care. If there is more than one top-ranked project in a local jurisdiction, then the OHFA must receive, prior to June 1, 2006, a letter from the local Continuum of Care Coordinator designating the project the local community prioritizes for tax credit financing.

   b. Projects located in counties that contain the fewest amount of projects awarded credits in 2006 from this pool will receive preference.

   c. Projects with the lowest OHFA tie-breaking number. Numbers will be randomly assigned to applications shortly after they are submitted. The OHFA will assign the numbers during a public meeting and meeting information will be posted on the OHFA web site.

3. Public Housing Authority Pool

   a. New projects financed through the HOPE VI program will receive preference.

   b. Projects located in counties that contain the fewest amount of projects awarded credits in 2006 from this pool will receive preference.

   c. Projects with the lowest OHFA tie-breaking number. Numbers will be randomly assigned to applications shortly after they are submitted. The OHFA will assign the numbers during a public meeting and meeting information will be posted on the OHFA web site.

4. Preservation Pool (A/B and C)

   a. Projects with a general partnership / managing member owned by a single for-profit company or individual will receive preference until at least one for-profit project receives a reservation of credits in the pool. The for-profit entity must not have had any affiliation with a non-profit entity at any time in order to qualify for this criterion.

      Then the preference changes to projects with a general partner entity that owns at least 49% of the general partnership / managing member and is a non-profit organization. Requirements for a non-profit organization in reference to this tie-breaker are as follows:

      i. The non-profit must be a state-certified community housing development organization (CHDO), community action agency (CAC), area agency on aging (AAA), public housing authority (PHA), other organization created under the auspices or direction of a AAA, CAC, or PHA, or a large housing non-profit (NP).

      ii. Except for PHA's, non-profits that own 51% or more of the general partnership must agree to participate in and be eligible for the Section 42 non-profit set-aside. The OHFA reserves the right to limit the number of allocations designated as non-profit set-aside allocations on a case-by-case basis.

iii. A large housing non-profit is defined as an organization that has at least five years of housing experience, has at least five full-time (or equivalent) staff devoted to housing development or management, has one of its primary purposes (as described in by-laws) to develop affordable rental housing, and has developed either alone or in a joint venture at least three Housing Credit projects.

iv. For CHDO, CAC, AAA, and PHA, the proposed project must be located in the entity's service area, as stated in the organization's by-laws.

b. Projects utilizing the Fannie Mae /Freddie Mac /Section 538 debt program under the USDA Rural Development Preservation Initiative will receive preference until one such project receives a reservation of credits in the pool. This tie-breaker will apply to Preservation Pool C only.

c. Projects located in counties (Pool C or B) or submarkets (Pool B or A) that contain the fewest amount of projects awarded credits in 2006 in this pool will receive preference. The first project awarded credits designated to the Cleveland East submarket will not be counted for the purpose of this tie-breaker in Preservation Pool A/B only. For projects with units in multiple submarkets, the project and credits will be designated to the submarket with the highest percentage of units in the project. The number of 2006 projects in each county or submarket will restart at zero before the OHFA allocates credits in each pool.

d. Preference is given to projects with the highest percentage (rounded to the nearest hundredth of a percent) of total project costs (less cost of land, and: any soft subordinate debt restructured by HUD under the Mark-to-Market program; existing debt under the HUD Section 202 program; or, in Preservation Pool C only, existing debt under the RD Section 515 program) spent on rehabilitation (hard construction costs). Applicable hard construction costs include residential hard construction costs, on-site improvements, construction contingency, furnishings and appliances.

e. Preference is given to projects with a general partner or developer – only the experience of one entity will be considered – that has developed and owns or owned at least 800 affordable housing rental units allocated Housing Credits after 1992 in any state for Pool A/B projects, or at least 20 affordable housing projects allocated housing credits after 1992 in any state for Pool C projects. Each project must consist of at least five units, and all projects and units must be placed in service with 8609 Forms (or for Ohio projects, a <u>complete</u> request for 8609 Forms has been submitted at least one month prior to the application deadline). Projects financed with tax-exempt bonds will not be counted in the calculation of experience for this tie-breaker. In order to evidence out-of-state Housing Credit experience, applicants must submit a copy of an 8609 Form signed by the allocating agency for one (not every building) building in each project.

The general partner or developer must actively participate in the development of the proposed project, and must submit a certification that guarantees will be provided as described in Section 1d. above. This tiebreaker will no longer be used after no more than 60% of the credits have been awarded in the pool. For each project identified, the entity must have been part of the ownership of the project when it was placed-in-service, was a material participant in the development of the project, and no significant compliance or heath or safety issues exist with the project.

f. Projects with the lowest OHFA tie-breaking number. Numbers will be randomly assigned to applications shortly after they are submitted. The OHFA will assign the numbers during a public meeting and meeting information will be posted on the OHFA web site.

5. Geographic Pool A

a. Projects with a general partnership / managing member owned by a single for-profit company or individual will receive preference until at least one for-profit project receives a reservation of credits in the pool. The for-profit entity must not have had any affiliation with a non-profit entity at any time in order to qualify for this criterion.

Then the preference changes to projects with a general partner entity that is a state-certified CHDO until at least one CHDO project receives a reservation of credits in the pool. Additional requirements for the CHDO preference are:

i. The preference is limited to CHDO's that have developed and/or own nine or fewer housing credit projects in Ohio. The OHFA will consider all projects placed-in-service on or before December 31, 2005 to determine whether a CHDO has developed and/or owned nine or fewer projects.

ii. The total amount of credits awarded to the project may not exceed $500,000 in annual credits.

iii. The application meets all requirements of the CHDO Owner category (competitive criterion # 18).

Then finally the preference changes to projects with a general partner entity that owns at least 49% of the general partnership / managing member and is a non-profit organization. Requirements for a non-profit organization in reference to this tie-breaker are as follows:

i. The non-profit must be a state-certified community housing development organization (CHDO), community action agency (CAC), area agency on aging (AAA), public housing authority (PHA), other organization created under the auspices or direction of a AAA, CAC, or PHA, or a large housing non-profit (NP).

ii. Except for PHA's, non-profits that own 51% or more of the general partnership must agree to participate in and be eligible for the Section 42, non-profit set-aside. The OHFA reserves the right to limit the number of allocations designated as non-profit set-aside allocations on a case-by-case basis.

iii. A large housing non-profit is defined as an organization that has at least five years of housing experience, has at least five full-time (or equivalent) staff devoted to housing development or management, has one of its primary purposes (as described in by-laws) to develop affordable rental housing, and has developed either alone or in a joint venture at least three Housing Credit projects.

iv. For CHDO, CAC, AAA, and PHA, the proposed project must be located in the entity's service area, as stated in the organization's by-laws.

b. Projects located in submarkets that contain the fewest amount of projects awarded credits in 2006 from this pool will receive preference. The first project awarded credits designated to the Cleveland East submarket will not be counted for the purpose of this tie-breaker. For projects with units in multiple submarkets, the project and credits will be designated to the submarket with the highest percentage of units in the project.

c. Projects consisting entirely of single-family detached homes or rowhouses will receive preference until 70% of the credits designated to the pool have been reserved. A rowhouse is defined as one of a series of single unit dwellings, located in an urban setting, similar or identical in design, situated side-by-side, joined by at least one, but no more than two common walls, and has a separate front and back entrance.

d. Preference is given to projects with a general partner entity that owns at least 25% of the general partner interest and is a local organization, defined as having a central office located in the same county in which the project will be developed. The central office must be the entity's main/corporate headquarters and must have been located in the project county for a minimum of one year prior to application.

e. Preference is given to projects with a general partner or developer – only the experience of one entity will be considered – that has developed and owns or owned at least 800 affordable housing rental units allocated Housing Credits after 1992 in any state. All units must be placed in service with 8609 Forms (or for Ohio projects, a <u>complete</u> request for 8609 Forms has been submitted at least one month prior to the application deadline). Projects financed with tax-exempt bonds will not be counted in the calculation of experience for this tie-breaker. In order to evidence out-of-state Housing Credit experience, applicants must submit a copy of an 8609

Form signed by the allocating agency for one (not every building) building in each project.

The general partner or developer must actively participate in the development of the proposed project, and must submit a certification that guarantees will be provided as described in Section 1d. above. This tiebreaker will no longer be used after no more than 60% of the credits have been awarded in the pool. For each project identified, the entity must have been part of the ownership of the project when it was placed-in-service, was a material participant in the development of the project, and no significant compliance or heath or safety issues exist with the project.

f. Projects with the lowest OHFA tie-breaking number. Numbers will be randomly assigned to applications shortly after they are submitted. The OHFA will assign the numbers during a public meeting and meeting information will be posted on the OHFA web site.

6. – 8. Geo Pools B, C, and General

a. Projects with a general partnership / managing member owned by a single for-profit company or individual will receive preference until at least one for-profit project receives a reservation of credits in the pool. The for-profit entity must not have had any affiliation with a non-profit entity at any time in order to qualify for this criterion.

Then the preference changes to projects with a general partner entity that is a state-certified CHDO until at least one CHDO project receives a reservation of credits in the pool. Additional requirements for the CHDO preference are:

i. The preference is limited to CHDO's that have developed and/or own nine or less housing credit projects in Ohio. The OHFA will consider all projects placed-in-service on or before December 31, 2005 to determine whether a CHDO has developed and/or owned nine or fewer projects.

ii. The total amount of credits awarded to the project may not exceed $500,000 in annual credits.

iii. The application meets all requirements of the CHDO Owner category (competitive criterion # 18).

Then finally the preference changes to projects with a general partner entity that owns at least 49% of the general partnership / managing member and is a non-profit organization. Requirements for a non-profit organization in reference to this tie-breaker are as follows:

i. The non-profit must be a state-certified community housing development organization (CHDO), community action agency (CAC), area agency on aging (AAA), public housing authority (PHA), other organization created under the auspices or direction of a AAA, CAC, or PHA, or a large housing non-profit (NP).

ii. Except for PHA's, non-profits that own 51% or more of the general partnership must agree to participate in and be eligible for the Section 42, non-profit set-aside. The OHFA reserves the right to limit the number of allocations designated as non-profit set-aside allocations on a case-by-case basis.

iii. A large housing non-profit is defined as an organization that has at least five years of housing experience, has at least five full-time (or equivalent) staff devoted to housing development or management, has one of its primary purposes (as described in by-laws) to develop affordable rental housing, and has developed either alone or in a joint venture at least three Housing Credit projects.

iv. For CHDO, CAC, AAA, and PHA, the proposed project must be located in the entity's service area, as stated in the organization's by-laws.

b. Projects located in counties that contain the fewest amount of projects awarded credits in 2006 from this pool will receive preference.

c. Preference is given to projects with a general partner or developer – only the experience of one entity will be considered – that has developed and owns or owned at least 20 projects allocated Housing Credits after 1992 in any state. Each project must consist of at least five units and must be placed in service with 8609 Forms (or for Ohio projects, a complete request for 8609 Forms has been submitted at least one month prior to the application deadline). Projects financed with tax-exempt bonds will not be counted in the calculation of experience for this tie-breaker. In order to evidence out-of-state Housing Credit experience, applicants must submit a copy of an 8609 Form signed by the allocating agency for one building (not every building) in each project.

The general partner or developer must actively participate in the development of the proposed project, and must submit a certification that guarantees will be provided as described in Section 1d. above. This tiebreaker will no longer be used after no more than 60% of the credits have been awarded in the pool. For each project identified, the entity must have been part of the ownership of the project when it was placed-in-service, was a material participant in the development of the project, and no significant compliance or heath or safety issues exist with the project.

d. Projects with the lowest OHFA tie-breaking number. Numbers will be randomly assigned to applications shortly after they are submitted. The OHFA will assign the numbers during a public meeting and meeting information will be posted on the OHFA web site.

The OHFA will enforce the User and Organization caps as projects are awarded Housing Credits during the tie-breaking process.

Competitive Correction Period: Applicants will have a one-time opportunity to correct up to two administrative errors or omissions regarding any competitive criteria or target pool documentation.

During the round, the OHFA will notify all applicants of their preliminary project scores, and then applicants will have one week to submit additional information. Based on the original application and any additional documents, the OHFA will issue revised scores for the projects. The OHFA will not accept any additional information after the one-week cure period. All changes including but not limited to changes in ownership, development team, project physical structure, project costs, project financing, site(s), special needs population, value-added items and project location will not be permitted. Please be advised that certain items are date-sensitive and must have been completed on or before the application deadline to be eligible for points. Please review the descriptions of the Competitive Criteria for more information.

Appeals: Applicants may appeal their preliminary project score, Housing Credit amount (at Binding Reservation, Carryover and 8609), or Threshold rejection if the applicant believes the OHFA has erred in its determination. The applicant must submit the appeal in writing to the Director of the Office of Planning, Preservation & Development. The appeal must be sent to the OHFA within one week of notification of results.

In the appeal, the applicant must state the objections to the OHFA's determinations and give specific reasons why the OHFA's decision should be overturned. Any documentation to support the appeal may be provided, but will not override the documentation or materials that were included in the original application or provided during the threshold or competitive correction period.

An appeals committee comprised of OHFA personnel, excluding Housing Credit staff, will review any appeal of a preliminary project score. This committee may review the project in its entirety. The appeal will be granted only if the applicant can document that the OHFA has erred in its review of the project application or in determining the credit amount.

AN APPEAL IS JUDGED SOLELY UPON THE MATERIALS THAT WERE PROPERLY AND TIMELY SUBMITTED WITH THE ORIGINAL APPLICATION OR DURING THE THRESHOLD AND COMPETITIVE REVIEW DEFICIENCY CORRECTION PERIODS.

F. Financial Underwriting

If a project is selected to receive a reservation or allocation of Housing Credits, the OHFA will underwrite said project to ensure that it receives the minimum amount of Housing Credits necessary to assure project feasibility and viability throughout the Housing Credit period. This includes tax-exempt bond financed projects that are excluded from the state's Housing Credit allocation ceiling. The OHFA is required to perform the Housing Credit evaluation three times:

1) prior to issuing a Binding Reservation Agreement or Letter of Eligibility;
2) prior to issuing a Carryover Allocation Agreement (does not apply to tax-exempt bond projects); and,
3) at the time the project is placed-in-service and requests IRS Form(s) 8609.

After the first underwriting analysis, the OHFA will issue a Binding Reservation Agreement. The reservation amount will not necessarily equal the amount of Housing Credits requested in the application. In addition, the Housing Credit amount may be reduced at any underwriting stage.

If the credit percentage has not been elected, then the OHFA will use the current month's applicable Housing Credit Percentage at Binding Reservation and/or Carryover to calculate the value of the Housing Credit. The owner may elect to lock in the current month's applicable Housing Credit Percentage at reservation or at placed-in-service. HOWEVER, THE RESERVATION HOUSING CREDIT AMOUNT IS THE MAXIMUM AMOUNT THAT THE PROJECT CAN RECEIVE NO MATTER WHAT THE HOUSING CREDIT RATE MAY BE IN THE FUTURE.

An owner may appeal a reduction of credits resulting from a violation of <u>any</u> of the OHFA's underwriting standards. The OHFA will only consider an appeal if the owner can demonstrate that the reason(s) the project cannot meet OHFA underwriting standards is outside the control of the owner and could not be reasonably anticipated before the initial application date. The OHFA will review each appeal independently and will have discretion in its decisions. In order to appeal, the owner must submit a complete appeal in writing along with an appeal processing fee of $250. These appeal requirements are retroactive to projects funded in prior years.

OHFA staff will review all projects receiving a Binding Reservation Agreement, Carryover Allocation Agreement, 8609 Forms, or Letter of Eligibility using the following procedures:

1. The applicant's determination of adjusted qualified basis will be reviewed. All non-eligible costs will be deducted from the basis.

a. The OHFA will verify the applicable fraction for each project. The applicable fraction is defined as the lesser of (a) the number of low-income units divided by the total number of units or (b) the residential low-income unit square footage divided by the total residential square footage.

b. Owners of projects with market rate units must demonstrate in the application that all amenities (i.e. garages, community buildings, parking spaces, etc.) are available to ALL units. If certain amenities are only available to the market rate units, the costs for these amenities must be deducted from the eligible basis. Also, if the market rate units are larger and of higher quality than the low-income units, the basis for the market rate units will be reduced to match the basis for the low-income units. The OHFA reserves the right to request additional information to clarify any issues regarding the market rate units.

c. The acquisition eligible basis cannot exceed the value of the property at or before the date of acquisition (the date of acquisition equals the date the deed or lease is recorded) as determined by the appraisal of the property (see G. Carryover Allocation). The estimated value cannot include the value of the Housing Credits.

d. For projects receiving "soft" loans (e.g. HOME, deferred fees, AHP, etc.), owners must adequately explain in their application and cost certification form the repayment schedule of these loans. Projects with deferred interest and principal exceeding the total project cost at the end of the 15th year must submit a legal opinion upon issuance of a reservation. The legal opinion must state whether the "soft" loans should be considered grants and be deducted from eligible basis.

e. Applicants must include an operating reserve as part of the total project cost. The operating reserve must equal at least four months of operating expenses and hard debt payments. The maximum operating reserve allowable must be equal to or less than twelve months of operating expenses and hard debt payments. This reserve is not included as part of the project's eligible basis. Applicants who believe a reserve is unnecessary for their project may, upon clear demonstration to the OHFA, request a waiver. The request and reasons for the waiver must be in writing and must accompany the application. The OHFA reserves the right to approve or disapprove requests and to exclude reserves from its unit cost analysis on a case-by-case basis. For projects financed with tax-exempt bonds with credit enhancement, the minimum operating standard is reduced from four to two months of operating expenses (does not include replacement reserves) and hard debt payments.

f. Projects may receive an allocation of credit based upon 130% of the qualified basis for new construction or substantial rehabilitation if the project is located in designated high cost areas of the state. High cost areas are defined as qualified census tracts and difficult development areas. The U.S. Department of HUD publishes a list of qualified areas for 130% basis (refer to Exhibit C for a list of QCT).

g. The evaluation of each type of basis is separately determined. Losses in one type of basis (e.g., acquisition) cannot be offset by increases in another type of basis (e.g., rehabilitation).

2. All fees, costs, and assumptions will be checked to determine if they meet Agency standards.

a. The OHFA will assume that all projects will receive no less than $.70 per dollar of Housing Credit for equity. Applicants for projects located in a qualified census tract that have difficulty achieving the $.70 per dollar of Housing Credit may, upon clear demonstration to the OHFA, request a waiver. The request and reasons for the waiver must be in writing and must accompany the application. The OHFA reserves the right to approve or disapprove requests on a case-by-case basis. The equity per dollar of tax credit will be evaluated based on the percentage of the limited partner ownership of the project. The OHFA reserves the right to modify the equity standards at any time based on extreme fluctuations in the equity market. Updated equity standards will be published on the OHFA web site.

b. The number of units and square footage in the project must remain constant from date of application to the placed-in-service date. If the number of units or square footage decreases at any time, the project's eligible basis may be proportionally reduced by the decrease in units or square footage, potentially reducing the Housing Credit amount.

c. Applicants must show that the deferred developer's fee (principal and interest, if any) can be paid in full from annual income within the first 12 years. Any unpaid or deferred balance after Year 12 will be deducted from the housing credit eligible basis.

3. The project's total sources must always equal the total project cost. If the sources exceed the costs, the OHFA will reduce the Housing Credit equity by reducing the annual Housing Credit allocation or reduce the amounts of other OHFA resources, such as HDAP or Housing Development Loans.

4. The Net Operating Income (NOI) is calculated according to OHFA standards, and is then compared to the annual debt service payments to make sure there is positive and adequate debt service coverage.

a. The hard debt coverage ratio (DCR) must be above 1.15. Owners of projects with a hard debt coverage ratio lower than 1.15 must provide a written explanation from their lender(s) describing the reasons for their willingness to accept a low DCR. The OHFA has discretion to waive this requirement based on documentation provided by the owner.

b. Project must be able to obtain a Hard DCR of 1.15 and fully fund replacement reserves for each year during the 15-year compliance period. For projects with no hard debt, annual income must equal 125% of operating expenses and reserves for each year during the 15 year compliance period.

c. Only rental income will be used in the cash flow analysis. Income from commercial space, fees, and other income will not be considered. Exceptions may be granted for special situations – i.e., existing commercial, long-term lease, documented prior income, etc.

d. For market rate units, the OHFA will assume the lower of the proposed rents or the maximum Housing Credit program rents (60% of AMGI) in it's analysis.

e. The DCR for all debt sources may be no higher than 1.30. If the DCR is too high, the following will happen:

The OHFA will first reduce the amounts of other OHFA resources, such as HDAP or Housing Development Loans. If further reductions are necessary, a new loan amount will be calculated to reflect a lower DCR. The characteristics of the new loan will be: rate = prime + 3 (published in the Wall Street Journal) and term/amortization period = 25 years. The new loan will be added to the project's permanent sources. The new loan amount is an artificial gap created by the OHFA. If the gap exceeds 10% of total project costs, the OHFA will require that the owner obtain additional financing to cover the gap before issuing a reservation/allocation.

e. For owners who are not syndicating the Housing Credits, the OHFA will include the annual Housing Credit amount as part of the total cash flow in order to determine the DCR.

f. The project's annual operating expenses per unit must fall within 10% of the average costs, based on region and project type (see Exhibit M). Exceptions may be made for projects with special circumstances. Owners must provide persuasive evidence in order to secure a waiver of these standards.

g. The OHFA has adopted maximum and minimum annual replacement reserve standards.

Project Type:	New Construction – Senior Housing	Acquisition/Rehabilitation or New Construction – non-senior
Maximum:	$350 per unit	$400 per unit
Minimum:	$250 per unit	$300 per unit

For Rural Development and FHA-financed projects, the OHFA will use the reserve limits prescribed by those agencies. Exceptions may be made for projects with special circumstances. Owners must provide persuasive evidence in order to secure a waiver of these standards.

h. The OHFA will assume an annual income increase of 2% and an annual expense increase of 3%.

i. The OHFA will run two cash flow scenarios using two different annual physical vacancy rate assumptions: 7% and 10%. The project must meet the Hard DCR requirements, described in 4a. above, under the 7% vacancy scenario. For the 10% vacancy scenario, the Hard DCR standard is reduced to 1.10 (or for projects with no hard debt, annual income must equal 115% of operating expenses and reserves). The operating reserve may cover any shortfalls indicated in the 10% vacancy rate scenario.

G. Binding Reservation Agreement

After the OHFA has determined to which projects will receive Housing Credits, the Binding Reservation Agreement will be mailed to the primary project contact. The original Binding Reservation Agreement and Credit Rate Election form must be signed and notarized by the owner/general partner during the month the agreement was issued. The Binding Reservation Agreement, Credit Rate Election form and reservation fee (equal to 5% of the reservation amount), and any additional documentation listed in the Agreement, must be sent to the OHFA by the fifth day of the following month in which the agreement was issued, or the reservation of Housing Credits will be invalid.

H. Carryover Allocation

All projects must meet all Carryover Allocation requirements as described in Section 42 of the Internal Revenue Code and in Treasury Regulation 1.42-6.

The following items must be submitted for all projects that received a reservation of Housing Credits by the Carryover submission deadline:

1. Completed OHFA Cost Certification forms (*the most current version*) signed by the owner and by the accountant or attorney. The forms and instructions are available on the OHFA web site or by contacting the Office of Planning, Preservation & Development at (614) 466-0400 or (888) 362-6432.

2. Federal Tax ID number for the owner.

3. The project owner must, at a minimum, acquire all property or have entered into a long-term leasehold agreement. Acquisition must be evidenced by a copy of a recorded deed or recorded long-term lease for each site. Owners must also provide legible legal descriptions and permanent parcel numbers for each site. These items will be used to facilitate the production of the project's Restrictive Covenant. If the owner is unable to subdivide parcels before the Carryover deadline, then the OHFA will add a condition to the Carryover Allocation Agreement that will require that the site(s) be subdivided and new updated legal descriptions be submitted to the OHFA prior to the request for the 8609 Forms.

4. Conditional commitment letters, including equity commitments, from non-OHFA lenders must be updated from those submitted with the application. This requirement may be waived for projects that receive a binding reservation agreement in the second funding round.

5. An appraisal meeting OHFA requirements if the project is seeking acquisition credit. Those requirements include:

    a. Preparation by a third-party appraiser licensed in the State of Ohio. Name, address, and license number must be included.

    b. A statement of the estimated value of the property at or before the date of acquisition (the date of acquisition equals the date the deed or lease is recorded). The estimated value cannot include the value of the Housing Credit.

c. Adherence to the Uniform Standards of Appraisal Practice. A statement to this effect must be included in the report.

d. Conducted during 2006, although the OHFA will consider earlier reports on a case-by-case basis. An appraisal submitted with the original application that meets all other requirements will be accepted.

6. All rehabilitation projects must submit a capital needs assessment performed by a third party professional. The assessment must meet the standards outlined in Exhibit K. For scattered-site rehabilitation projects, a capital needs assessment must be performed for only 50% of the buildings. Based on the assessment, the OHFA reserves the right to adjust the project's total project costs and eligible basis, which may affect the OHFA's financial analysis of the project.

7. Unless already submitted as required by HDAP, a copy of the Phase I Environmental Review (ER) for all the sites.
   - The ER(s) must specify compliance with ASTM standard E 1527-00 (or current standard).
   - The owner must submit a narrative that addresses any issues raised in the ER(s).

8. Any additional conditions that appeared on the reservation with a performance date by Carryover submission.

Projects that meet all requirements will be given a Carryover Allocation Agreement and a Building Identification Number (BIN) for each building in the project. Those buildings receiving credits for both acquisition and rehabilitation will receive one BIN for both Housing Credit types.

A Carryover Allocation Agreement is considered to be binding and will give the applicant 24 months from the end of the allocation year to complete the project and place the units in service. The OHFA reserves the right to add conditions or require follow-up items in the Carryover Agreement that must be met before the OHFA will issue 8609 Forms to the owner.

A request to extend the Carryover submission deadline must be submitted in writing with an extension fee in the amount of 5% of the Binding Reservation fee. Extensions will not be granted to applicants proposing scattered-site projects. The OHFA will not approve any extensions beyond November 16, 2006 unless the owner is unable to acquire the property until a later date and arrangements are made with the OHFA in advance.

Projects that will be completed and placed-in-service in the same year in which they received a reservation should request 8609 form(s) and not a Carryover Allocation Agreement. The owner of the project must submit all appropriate request documentation by the Carryover submission deadline for that year.

I. Project Completion Stage / 8609 Request

Upon project completion, the owner must notify the OHFA of the placed-in-service date of each building and submit the following items to request 8609 Forms:

1. Complete OHFA Cost Certification forms (the most current version) signed by the owner and by an independent accountant. The accountant will be required to conduct a complete audit of the project costs. The required audit language is included on the forms. The forms and instructions are available on the OHFA web site. An electronic copy of the forms must also be submitted on a computer disk.

2. Final Certificates of Occupancy from the issuer of the building permits. Certificates of completion or similar information from the owner will be accepted for rehabilitation projects if certificates of occupancy are not issued. Temporary certificates of occupancy are required if the dates on such certificates will be used as the placed-in-service dates for the buildings. The OHFA reserves the right to conduct a site visit of a property to verify completion before issuing 8609 Forms to the owner.

3. All permanent financing sources (except for the first or primary mortgage) must be closed before the 8609 Forms are issued. An executed promissory note that includes the amount, interest rate, term, and amortization or repayment terms of the loan must be submitted for each source. In lieu of a note for the first or primary mortgage, a firm financing commitment signed by the lender and owner within 30 days of the request for the 8609 Forms may be submitted. This requirement is retroactive to projects that have not yet received 8609 Forms.

4. Final limited partnership agreement executed by the limited and general partners. The agreement must include all equity amounts and the pay-in schedule for the equity.

5. A copy of the executed and recorded OHFA Restrictive Covenant, and a consent of recorded lienholder form from each non-OHFA lending source.

6. Payment of the appropriate compliance monitoring fee and multiple building project fee.

7. Evidence that a representative of the project has attended the OHFA Basic Tax Credit Compliance Training within six (6) months prior to the placed-in-service date for the first building completed.

8. Completion of the final Energy Efficiency Certification form for the year of allocation (if applicable).

9. Narrative describing any material changes to the project since time of application.

The request for 8609 Forms must be submitted by the date listed in the Carryover Allocation Agreement. An extension of this deadline may be granted by the OHFA upon request. However, any extension will not apply to payment of the compliance monitoring and multiple building project fees.

Requests for 8609 Forms and corrections or clarifications to previous submissions are reviewed in the order submitted. The OHFA will issue 8609 Form(s) up to 90 days after a **complete** request has been submitted. An incomplete or insufficient request will not be processed until all items are submitted, which may result in a delay of the 8609 Form issuance. Any corrections or clarifications requested by the OHFA must be submitted within six (6) months or a resubmission fee of $250 will be charged. The OHFA reserves the right to defer processing 8609 Form requests that are received during a future competitive funding round.

When a project financed with tax-exempt bonds is eligible for a higher amount of credit, the owner must inform the OHFA of the benefit of the additional housing credits and advise if any documentation must be updated due to the increase.

J. Projects with Tax-Exempt Bond Financing

Projects receiving tax-exempt bonds that finance over 50% of the project's total aggregate basis may apply for an award of Housing Credits. These applicants must meet all threshold review requirements and OHFA underwriting standards in order to receive a letter of eligibility for Housing Credits. These projects do not have to compete for Housing Credits and will not receive a competitive score. The OHFA is the final judge of eligibility for the amount of Housing Credits awarded to all tax-exempt bond financed projects. Project-specific conditions will be listed in the eligibility letter. The Maximum Credit Cap criterion does not apply to these projects. In addition, the OHFA may also waive the Unit Cost Cap criterion for tax-exempt bond financed projects. Applicants must include a narrative with the application that describes the need for the waiver. The OHFA has the sole discretion to approve such requests and will judge each request on a case-by-case basis.

In addition to the threshold and underwriting requirements listed in the QAP, the applicant must also meet the following requirements:

1. For non-OHFA-issued bonds, the inducement resolution or final approval resolution of the issuer is required. In addition, a letter from the bond underwriter indicating the anticipated interest rate, term, and amortization of the bonds must be submitted.

2. For OHFA-issued bonds, the Housing Credit letter of eligibility will be executed following final approval of the bond issuance by the OHFA Board.

3. The OHFA reserves the right to require a legal opinion stating that the project is eligible to receive an allocation of Housing Credits pursuant to Section 42(h)(4) of the Internal Revenue Code.

4. The developer must submit a resume of their past experience, including affordable housing references that may be checked by the OHFA. The developer will be required to respond to any negative references found by the OHFA.

5. A representative of the developer or management company must meet with OHFA Housing management staff within six (6) months following issuance of the letter of eligibility to review management practices and establish a timetable for the placed-in-service review.

6. All rehabilitation projects must submit a capital needs assessment performed by a third party professional. The assessment must meet the standards outlined in Exhibit K. For scattered-site rehabilitation projects, a capital needs assessment must be performed for only 50% of the buildings. Based on the assessment, the OHFA reserves the right to adjust the project's

total project costs and eligible basis, which may affect the OHFA's financial analysis of the project.

These projects will be underwritten using the same standards outlined in these guidelines except that the owner has the option to elect the Housing Credit rate during the month in which the bonds are issued or the month the project is placed-in-service. Please note that the rate election period is tied to the month the notice of issuance indicates. If a project closes in escrow, the rate election applies to that month, not when the final closing occurs. Furthermore, if a bond closes in escrow and does not make a rate election in that month, the credit rate utilized will be the credit rate applicable at the time and for the month in which each building is placed-in-service. Please note that the owner has up to five days following the month in which the bonds are issued to notify the OHFA of the rate election, otherwise the month the project is placed-in-service will be used.

For non-OHFA issued bonds, applicants may apply at any time during the year. If public notification requirements have been met and any threshold deficiencies have been corrected, the OHFA may take up to six (6) weeks to review an application and issue a letter of eligibility. These projects will not need a Carryover Allocation Agreement, but the owner must follow all 8609 Form request procedures outlined in the QAP (see page 59) and any conditions outlined in the letter of eligibility. Applicants must provide to the OHFA (by November 16, 2006 or date specified in the eligibility letter) the following items:

1. A copy of the property's recorded deed, legal description, and permanent parcel numbers.

2. An appraisal meeting OHFA requirements if the project is seeking acquisition credit. Those requirements include:

   a. Preparation by a third-party appraiser licensed in the State of Ohio. Name, address, and license number must be included.

   b. A statement of the estimated value of the property at or before the date of acquisition (the date of acquisition equals the date the deed or lease is recorded). The estimated value cannot include the value of the Housing Credit.

   c. A statement of adherence to the Uniform Standards of Appraisal Practice. A statement to this effect must be included in the report.

   d. Evidence that the appraisal was conducted during 2006, although the OHFA will consider earlier reports on a case-by-case basis. An appraisal submitted with the original application that meets all other requirements will be accepted.

3. Unless already submitted as a required by HDAP, a copy of the Phase I Environmental Review (ER) for all the sites.
   - The ER(s) must specify compliance with ASTM standard E 1527-00 (or current standard).
   - The owner must submit a narrative that addresses any issues raised in the ER(s).

FOR OHFA ISSUED BONDS, PLEASE CONSULT THE MOST RECENT OHFA MULTIFAMILY BOND PROGRAM GUIDELINES FOR APPROPRIATE SUBMISSION DEADLINES.

III. MONITORING

A. Introduction

The monitoring process determines if a project is complying with requirements of the Internal Revenue Code (IRC). The Housing Credit monitoring process is outlined in IRC Section 42, IRS Regulation 1.42, the QAP, and OHFA policies.

Compliance with the requirements of the IRC is the sole responsibility of the owner of the building for which the Housing Credit was allocated.

B. Monitoring Process

ALL Housing Credit projects are required to comply with the following:

1. All residents must be income qualified, adjusted for family size prior to moving into the unit. Units must be rent restricted as provided for in the IRC. All units allocated Housing Credits must be safe, decent and sanitary housing units complying with local building, health, safety, and zoning codes.

2. Before placing the project in service, the owner/manager must schedule a meeting with the OHFA New Properties and Training team to discuss the lease up of the tax credit project. The OHFA may elect to waive this requirement.

3. Prior to the placed-in-service date, the owner/agent individual(s) responsible for final approval of tenant files or the site manager/leasing consultant who processes the Tenant Income Certifications for buildings receiving 8609 Forms will be required to attend the OHFA Basic Tax Credit Compliance Training, or an approved training, within the previous six (6) months. Please contact the OHFA Office of Program Compliance or the Midwest Affordable Housing Management Association (MAHMA) regarding registration for this training.

4. Within 15 days of placing in service the last building in a project, the project owner must forward a letter to the OHFA New Properties and Training Manager indicating the date on which the last building was placed in service. Based on this communication, the project will be preliminarily scheduled for a lease up monitoring visit.

5. The owner of a Housing Credit project must keep records for each qualified low-income building in the project for each year of the compliance and extended use period. These records must include:

    a. The total number of residential rental units in the building (including the number of bedrooms and the size in square feet of each residential rental unit);

    b. The percentage of residential rental units in the building that are low-income units;

    c. The rent charged on each residential rental unit in the building (including any utility allowances);

    d. The number of occupants in each low-income unit;

e. The unit vacancies in the building and information showing when, and to whom, the next available units were rented;

f. The annual income certification of each low-income tenant per unit;

g. Documentation to support each low-income tenant's income certification. Tenant income is calculated in a manner consistent with the determination of annual income under Section 8 of the United States Housing Act of 1937 ("Section 8"), not in accordance with the determination of gross income for federal income tax liability;

h. The eligible basis and qualified basis of the building at the end of each year of the credit period, compliance and extended use periods; and

i. The character and use of the non-residential portion of the building included in the building's eligible basis under section 42(d).

6. The owner of a Housing Credit project is required to retain the records described in Section 5 above for the entire period of extended use.

7. The owner is responsible for reporting to the OHFA annually in the form and manner that the OHFA specifies (reporting is currently composed of an owner certification and a tax credit summary report), the project's compliance with the Internal Revenue Code and restrictive covenant and for certifying under penalty of perjury that the information provided is true, accurate, and in compliance with Section 42 of the IRC. The owner certifies that for the preceding 12-month period the owner met the following requirements:

   a. The 20-50 test under section 42(g)(1)(A), the 40-60 test under section 42(g)(1)(B), whichever minimum set-aside test was applicable to the project; and if applicable to the project, the 15-40 test under sections 42(g)(4) and 142(d)(4)(B) for "deep rent skewed" projects;

   b. There was no change in the applicable fraction (as defined in section 42(c)(1)(B)) of any building in the project, or that there was a change, and a description of the change;

   c. The owner has received an annual income certification from each low-income tenant, and documentation to support that certification; or, in the case of a tenant receiving Section 8 housing assistance payments, the statement from a public housing authority described in paragraph (b)(1)(vii) of this section;

   d. Each low-income unit in the project was rent-restricted under section 42(g)(2);

   e. All units in the project were for use by the general public and used on a non-transitional basis (except for transitional housing for the homeless provided under section 42 (i)(3)(B)(iii));

   f. Each building in the project was suitable for occupancy, taking into account local health, safety, and building codes;

   g. There was no change in the eligible basis (as defined in section 42(d)) of any building in the project, or if there was a change, the nature of the change (e.g. a common area has become commercial space, or a fee is now charged for a tenant facility formerly provided without charge);

   h. All tenants facilities included in the eligible basis under section 42(d) of any building in the project, such as swimming pools, other recreational facilities, and parking areas, were provided on an comparable basis without charge to all tenants in the building;

i. If a low-income unit in the project became vacant during the year, that reasonable attempts were or are being made to rent that unit or the next available unit of comparable or smaller size to tenants having a qualifying income before any units in the project were or will be rented to tenants not having a qualifying income;

j. If the income of tenants of a low-income unit in the project increased above the limit allowed in section 42(g)(2)(D)(ii), the next available unit of comparable or smaller size in the building was or will be rented to tenants having a qualifying income;

k. The owner has not refused to lease a unit in the project to a Section 8 applicant because the applicant holds a Section 8 voucher or certificate;

l. No finding of discrimination under the Fair Housing Act has occurred for the project (a finding of discrimination includes an adverse final decision by HUD, an adverse final decision by a substantially equivalent state or local fair housing agency, or an adverse judgment from a Federal court);

m. For the preceding 12-month period no tenants in low-income units were evicted or had their tenancies terminated other than for good cause and no gross rents were increased other than permitted under Section 42; and

n. An extended low-income housing commitment as described in Section 42(h)(6) was in effect.

8. The OHFA requires that the owner of a Housing Credit project annually certify the resident's income and assets using the form(s) specified by the OHFA. This requirement is waived if an owner receives a recertification waiver as described in IRS Revenue Procedure 2004-38 and the OHFA recertification waiver policy.

9. The OHFA has the right to review tenant files throughout the 15-year compliance period and the 15-year extended use period. The OHFA has the right to perform on-site inspections of any low-income housing project through the end of the extended use period. Buildings receiving new allocations of credit will be inspected no later than the end of the second calendar year following the year the last building in the project is placed in service. The OHFA will provide prompt written notice to the owner of a Housing Credit project if the OHFA does not receive the required certification or discovers through inspection, review, or any other manner that the project is in non-compliance. The owner will have up to 60 days from the date of the notification to correct any non-compliance issues found and give a written response to the OHFA of corrective actions taken. The OHFA may, with good cause, extend the correction period for up to six months. During the correction period, an owner must correct any non-compliance and provide evidence to the OHFA of such corrections.

10. When the OHFA identifies non-compliance, it is required to file Form 8823, "Low-Income Housing Credit Agencies Report of Non-Compliance" with the IRS no later than 45 days after the end of the correction period, and no earlier than the end of the correction period, whether or not the non-compliance is corrected. The OHFA must explain on Form 8823 the nature of the non-compliance or failure to certify (reference 26 CFR Par. 2. 1.42-5 (e)(3)).

11. Compliance with the requirements of Section 42 of the IRC is the responsibility of the owner of the building(s) for which the Housing Credit is allowable. THE OHFA's obligation to monitor for compliance does not make the OHFA liable for owner/agent non-compliance.

12. If the OHFA is unable to serve notice on the property owner by mail and/or telephone during the compliance and extend use periods as defined by the IRS, the OHFA will consider the property out of compliance and notify the IRS by filing Form 8823, or take other appropriate action such as designating the project and its owner and management agent as not in good standing with the Agency. Please note that the OHFA will maintain one contact person per project. The owner/agent will agree upon the contact person and notify the OHFA immediately of any change.

13. The OHFA requires Housing Credit owners to pay a one-time compliance monitoring fee. The fee amount for projects receiving a reservation in 2006 will be $900 per unit.

14. OHFA reserves the right to charge the owner and/or management company for costs incurred as the result of compliance reviews conducted outside of the normal inspection cycle.

15. It is the responsibility of the owner and its agents to ensure that the property management agent has all documents and information necessary to meet all rent, income, or other requirements attached to all sources of funding used to develop the project. Such documents may include, but are not limited to, the Housing Credit restrictive covenant(s), Housing Development Assistance Program (HDAP) restrictive covenant, and the HDAP funding agreement.

IV. MISCELLANEOUS

Project Changes. All project changes require OHFA approval, and all changes will be reviewed by the OHFA on a case-by-case basis. Any change in a project which reduces the project score, or which reduces the project score below the score of the last funded project in a particular funding round, may result in a reduction or revocation of the Housing Credit reservation or allocation. A new application, fee, and Competitive review may be required if any project characteristics change.

Failure to inform the OHFA of any changes in the applicant's situation or project structure at any time may cause the application to be rejected or the Housing Credit reservation to be revoked.

The OHFA may allow the admission of an additional general partner after Housing Credits are awarded in order to address a related-party loan issue. A letter from the owner's legal counsel that adequately explains the need for this action must be submitted. A letter signed by both the new general partner and the current controlling general partner must also be submitted to confirm the following:

a. The new general partner will not own more than 24% of the general partner shares.
b. The new general partner must agree to not materially participate in the project.
c. The new general partner must gain little or no financial benefit from the project.
d. The new general partner may not count the project toward experience points in future funding applications to the OHFA.

The OHFA will review and issue a decision for each request on a case-by-case basis. Approval of the OHFA Board may also be necessary for the HDLP and HDAP programs.

Document Correction Fee. The OHFA will assess a correction fee of $250 if a Carryover Allocation Agreement, Restrictive Covenant, or 8609 Form must be re-issued due to an error on the part of the owner or applicant.

Agency Information Sources. The OHFA web site contains important, easily accessible information regarding the application process and program policies, such as Housing Credit percentages, frequently asked questions, important program dates, and downloadable files such as the QAP and Affordable Housing Funding Application. The web site address is www.ohiohome.org. It is the responsibility of applicants to regularly browse the web site to obtain current information on the Housing Credit and other OHFA programs.

Contacting the Applicant. The OHFA will only contact the person listed in the application as the project contact. The OHFA asks that other parties involved in the project communicate with the project contact prior to contacting the OHFA.

Requesting Information. At the end of each allocation round, the OHFA will make available a listing by score of all projects, along with a detailed report featuring the reserved projects of that round. Please visit the OHFA web site or contact the OHFA to obtain this information. Interested parties requesting project specific information must do so in writing according to the OHFA Freedom of Information Request procedures.

V. 2006 QAP EXHIBITS

NOTE: The final versions of Exhibits A and B will be released in early 2006 following issuance of new Rent & Income Limits and 221(d)(3) Mortgage Limits by the U.S. Department of HUD.

A. RENT AND INCOME LIMITS

Instructions

Example:

County		Eff (*1*)	1 (*1.5*)	2 (*3*)	3 (*4.5*)	4 (*6*)	5 (*7.5*)	6 (*9*)		
	(5.) Rent: Bedrooms (*Residents*)									
	(2.) Income: *Residents*		*1*	*2*	*3*	*4*	*5*	*6*	*7*	*8*
Adams	**(6.)** 50% rent	426	456	547	633	706	779			
(1.)	**(3.)** 50% income		17050	19500	21900	24350	26300	28250	30200	32150
	(7.) 60% rent	511	548	657	759	847	935			
	(4.) 60% income		20460	23400	26280	29220	31560	33900	36240	38580

1. Name of County.

2. The number of residents in a household, used for the 50% and 60% income figures in the table.

3. The 50% Area Median Gross Income (AMGI) for the county, adjusted for the number of residents in a household. The source of these income figures are the HUD very low-income limits, which are updated and published annually.

4. The 60% Area Median Gross Income (AMGI) for the county, adjusted for the number of residents in a household. The 60% income figures are computed using the 50% income figures as follows:

   [50% income] * 2 * 60% = [60% income]

5. The number of bedrooms in a unit, used for the 50% and 60% rent figures in the table. The number of residents in each type of unit (1 resident for SRO & efficiency units; 1.5 residents per bedroom for units with one or more bedrooms) are used to compute the rent figures in the table.

6. The 50% monthly rent figures for the county, adjusted for the number of bedrooms in a unit. The rents are computed using the 50% income figures, and the number of residents in each type of unit, as follows:

   ([50% income for the number of residents] * 30%) / 12 = [50% monthly rent]

7. The 60% monthly rent figures for the county, adjusted for the number of bedrooms in a unit. The rents are computed using the 60% income figures, and the number of residents in each type of unit, as follows:

   ([60% income for the number of residents] * 30%) / 12 = [60% monthly rent]

A. <u>2005</u> RENT AND INCOME LIMITS

H.U.D. Effective Date: *February 11, 2005*

County	Rent: Bedrooms (*Residents*) / Income: *Residents*	Eff (*1*)	1 (*1.5*) / *1*	2 (*3*) / *2*	3 (*4.5*) / *3*	4 (*6*) / *4*	5 (*7.5*) / *5*	6 (*9*) / *6*	*7*	*8*
Adams	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Allen	50% rent	472	506	607	701	782	863			
	50% income		18900	21600	24300	27000	29150	31300	33450	35600
	60% rent	567	607	729	842	939	1035			
	60% income		22680	25920	29160	32400	34980	37560	40140	42720
Ashland	50% rent	468	501	602	696	776	856			
	50% income		18750	21400	24100	26800	28900	31050	33200	35350
	60% rent	562	602	723	835	931	1028			
	60% income		22500	25680	28920	32160	34680	37260	39840	42420
Ashtabula	50% rent	526	564	677	782	872	963			
	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	60% rent	631	677	813	939	1047	1155			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
Athens	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Auglaize	50% rent	472	506	607	701	782	863			
	50% income		18900	21600	24300	27000	29150	31300	33450	35600
	60% rent	567	607	729	842	939	1035			
	60% income		22680	25920	29160	32400	34980	37560	40140	42720
Belmont	50% rent	407	436	523	605	676	745			
	50% income		16300	18650	20950	23300	25150	27050	28900	30750
	60% rent	489	524	628	726	811	894			
	60% income		19560	22380	25140	27960	30180	32460	34680	36900
Brown	50% rent	463	496	596	688	768	848			
	50% income		18550	21200	23850	26500	28600	30750	32850	35000
	60% rent	556	596	715	826	922	1017			
	60% income		22260	25440	28620	31800	34320	36900	39420	42000
Butler	50% rent	581	622	747	863	962	1061			
	50% income		23250	26550	29900	33200	35850	38500	41150	43800
	60% rent	697	747	897	1035	1155	1274			
	60% income		27900	31860	35880	39840	43020	46200	49380	52560
Carroll	50% rent	477	511	613	708	790	871			
	50% income		19100	21800	24550	27250	29450	31600	33800	35950
	60% rent	573	613	736	850	948	1046			
	60% income		22920	26160	29460	32700	35340	37920	40560	43140
Champaign	50% rent	518	555	667	770	860	948			
	50% income		20750	23700	26700	29650	32000	34400	36750	39150
	60% rent	622	666	801	924	1032	1138			
	60% income		24900	28440	32040	35580	38400	41280	44100	46980

County	Rent: Bedrooms (*Residents*) / Income: *Residents*	Eff (*1*)	1 (*1.5*) / *1*	2 (*3*) / *2*	3 (*4.5*) / *3*	4 (*6*) / *4*	5 (*7.5*) / *5*	6 (*9*) / *6*	*7*	*8*
Clark	50% rent	526	564	677	782	872	963			
	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	60% rent	631	677	813	939	1047	1155			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
Clermont	50% rent	563	604	725	838	935	1031			
	50% income		22550	25800	29000	32250	34800	37400	39950	42550
	60% rent	676	725	870	1005	1122	1237			
	60% income		27060	30960	34800	38700	41760	44880	47940	51060
Clinton	50% rent	543	583	700	808	902	995			
	50% income		21750	24900	28000	31100	33600	36100	38550	41050
	60% rent	652	699	840	970	1083	1194			
	60% income		26100	29880	33600	37320	40320	43320	46260	49260
Columbiana	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Coshocton	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Crawford	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Cuyahoga	50% rent	526	564	677	782	872	963			
	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	60% rent	631	677	813	939	1047	1155			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
Darke	50% rent	463	496	596	688	768	848			
	50% income		18550	21200	23850	26500	28600	30750	32850	35000
	60% rent	556	596	715	826	922	1017			
	60% income		22260	25440	28620	31800	34320	36900	39420	42000
Defiance	50% rent	508	545	655	756	843	931			
	50% income		20350	23300	26200	29100	31450	33750	36100	38400
	60% rent	610	654	786	908	1012	1117			
	60% income		24420	27960	31440	34920	37740	40500	43320	46080
Delaware	50% rent	560	600	720	831	927	1024			
	50% income		22400	25600	28800	32000	34550	37100	39700	42250
	60% rent	672	720	864	998	1113	1229			
	60% income		26880	30720	34560	38400	41460	44520	47640	50700
Erie	50% rent	522	560	671	776	866	955			
	50% income		20900	23900	26850	29850	32250	34650	37000	39400
	60% rent	627	672	805	931	1039	1146			
	60% income		25080	28680	32220	35820	38700	41580	44400	47280
Fairfield	50% rent	560	600	720	831	927	1024			
	50% income		22400	25600	28800	32000	34550	37100	39700	42250
	60% rent	672	720	864	998	1113	1229			
	60% income		26880	30720	34560	38400	41460	44520	47640	50700

County	**Rent:** Bedrooms (***Residents***)	Eff (***1***)	1 (***1.5***)	2 (***3***)	3 (***4.5***)	4 (***6***)	5 (***7.5***)	6 (***9***)		
	Income: ***Residents***		***1***	***2***	***3***	***4***	***5***	***6***	***7***	***8***
Fayette	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Franklin	50% rent	560	600	720	831	927	1024			
	50% income		22400	25600	28800	32000	34550	37100	39700	42250
	60% rent	672	720	864	998	1113	1229			
	60% income		26880	30720	34560	38400	41460	44520	47640	50700
Fulton	50% rent	508	545	655	756	843	931			
	50% income		20350	23300	26200	29100	31450	33750	36100	38400
	60% rent	610	654	786	908	1012	1117			
	60% income		24420	27960	31440	34920	37740	40500	43320	46080
Gallia	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Geauga	50% rent	526	564	677	782	872	963			
	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	60% rent	631	677	813	939	1047	1155			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
Greene	50% rent	526	564	677	782	872	963			
	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	60% rent	631	677	813	939	1047	1155			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
Guernsey	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Hamilton	50% rent	563	604	725	838	935	1031			
	50% income		22550	25800	29000	32250	34800	37400	39950	42550
	60% rent	676	725	870	1005	1122	1237			
	60% income		27060	30960	34800	38700	41760	44880	47940	51060
Hancock	50% rent	522	560	671	776	866	955			
	50% income		20900	23900	26850	29850	32250	34650	37000	39400
	60% rent	627	672	805	931	1039	1146			
	60% income		25080	28680	32220	35820	38700	41580	44400	47280
Hardin	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Harrison	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Henry	50% rent	505	540	648	750	836	922			
	50% income		20200	23050	25950	28850	31150	33450	35750	38050
	60% rent	606	648	778	900	1003	1107			
	60% income		24240	27660	31140	34620	37380	40140	42900	45660

County	Rent: Bedrooms (*Residents*)	Eff (***1***)	1 (***1.5***)	2 (***3***)	3 (***4.5***)	4 (***6***)	5 (***7.5***)	6 (***9***)		
	Income: ***Residents***		***1***	***2***	***3***	***4***	***5***	***6***	***7***	***8***
Highland	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Hocking	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Holmes	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Huron	50% rent	475	508	610	705	786	868			
	50% income		19000	21700	24400	27150	29300	31450	33650	35800
	60% rent	570	610	732	846	943	1041			
	60% income		22800	26040	29280	32580	35160	37740	40380	42960
Jackson	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Jefferson	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Knox	50% rent	460	492	591	682	761	840			
	50% income		18400	21000	23650	26250	28350	30450	32550	34650
	60% rent	552	591	709	819	913	1008			
	60% income		22080	25200	28380	31500	34020	36540	39060	41580
Lake	50% rent	526	564	677	782	872	963			
	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	60% rent	631	677	813	939	1047	1155			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
Lawrence	50% rent	390	418	501	580	646	713			
	50% income		15600	17850	20050	22300	24100	25850	27650	29450
	60% rent	468	501	601	696	775	856			
	60% income		18720	21420	24060	26760	28920	31020	33180	35340
Licking	50% rent	560	600	720	831	927	1024			
	50% income		22400	25600	28800	32000	34550	37100	39700	42250
	60% rent	672	720	864	998	1113	1229			
	60% income		26880	30720	34560	38400	41460	44520	47640	50700
Logan	50% rent	521	558	670	775	863	953			
	50% income		20850	23850	26800	29800	32200	34550	36950	39350
	60% rent	625	670	804	930	1036	1144			
	60% income		25020	28620	32160	35760	38640	41460	44340	47220
Lorain	50% rent	526	564	677	782	872	963			
	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	60% rent	631	677	813	939	1047	1155			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700

County	**Rent:** Bedrooms (***Residents***)	Eff (***1***)	1 (***1.5***)	2 (***3***)	3 (***4.5***)	4 (***6***)	5 (***7.5***)	6 (***9***)		
	Income: ***Residents***		***1***	***2***	***3***	***4***	***5***	***6***	***7***	***8***
Lucas	50% rent	508	545	655	756	843	931			
	50% income		20350	23300	26200	29100	31450	33750	36100	38400
	60% rent	610	654	786	908	1012	1117			
	60% income		24420	27960	31440	34920	37740	40500	43320	46080
Madison	50% rent	560	600	720	831	927	1024			
	50% income		22400	25600	28800	32000	34550	37100	39700	42250
	60% rent	672	720	864	998	1113	1229			
	60% income		26880	30720	34560	38400	41460	44520	47640	50700
Mahoning	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Marion	50% rent	460	492	591	683	762	841			
	50% income		18400	21000	23650	26300	28400	30500	32600	34700
	60% rent	552	591	709	820	915	1009			
	60% income		22080	25200	28380	31560	34080	36600	39120	41640
Medina	50% rent	526	564	677	782	872	963			
	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	60% rent	631	677	813	939	1047	1155			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
Meigs	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Mercer	50% rent	508	545	655	756	843	931			
	50% income		20350	23300	26200	29100	31450	33750	36100	38400
	60% rent	610	654	786	908	1012	1117			
	60% income		24420	27960	31440	34920	37740	40500	43320	46080
Miami	50% rent	526	564	677	782	872	963			
	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	60% rent	631	677	813	939	1047	1155			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
Monroe	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Montgomery	50% rent	526	564	677	782	872	963			
	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	60% rent	631	677	813	939	1047	1155			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
Morgan	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Morrow	50% rent	461	494	593	686	765	843			
	50% income		18450	21100	23750	26400	28500	30600	32700	34800
	60% rent	553	593	712	823	918	1012			
	60% income		22140	25320	28500	31680	34200	36720	39240	41760

County	**Rent:** Bedrooms (***Residents***)	Eff (***1***)	1 (***1.5***)	2 (***3***)	3 (***4.5***)	4 (***6***)	5 (***7.5***)	6 (***9***)		
	Income: ***Residents***		***1***	***2***	***3***	***4***	***5***	***6***	***7***	***8***
Muskingum	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Noble	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Ottawa	50% rent	525	562	675	779	868	958			
	50% income		21000	24000	27000	30000	32350	34750	37150	39550
	60% rent	630	675	810	935	1042	1150			
	60% income		25200	28800	32400	36000	38820	41700	44580	47460
Paulding	50% rent	462	495	595	687	767	846			
	50% income		18500	21150	23800	26450	28550	30700	32800	34900
	60% rent	555	594	714	825	921	1015			
	60% income		22200	25380	28560	31740	34260	36840	39360	41880
Perry	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Pickaway	50% rent	560	600	720	831	927	1024			
	50% income		22400	25600	28800	32000	34550	37100	39700	42250
	60% rent	672	720	864	998	1113	1229			
	60% income		26880	30720	34560	38400	41460	44520	47640	50700
Pike	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Portage	50% rent	531	569	682	789	880	971			
	50% income		21250	24300	27300	30350	32800	35200	37650	40050
	60% rent	637	683	819	947	1056	1165			
	60% income		25500	29160	32760	36420	39360	42240	45180	48060
Preble	50% rent	485	520	623	721	803	887			
	50% income		19400	22200	24950	27750	29950	32150	34400	36600
	60% rent	582	624	748	865	964	1065			
	60% income		23280	26640	29940	33300	35940	38580	41280	43920
Putnam	50% rent	536	574	688	796	888	980			
	50% income		21450	24500	27550	30650	33100	35550	38000	40450
	60% rent	643	689	826	956	1066	1176			
	60% income		25740	29400	33060	36780	39720	42660	45600	48540
Richland	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Ross	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040

County	**Rent:** Bedrooms (***Residents***)	Eff (***1***)	1 (***1.5***)	2 (***3***)	3 (***4.5***)	4 (***6***)	5 (***7.5***)	6 (***9***)		
	Income: ***Residents***		***1***	***2***	***3***	***4***	***5***	***6***	***7***	***8***
Sandusky	50% rent	481	515	618	715	797	880			
	50% income		19250	22000	24750	27500	29700	31900	34100	36300
	60% rent	577	618	742	858	957	1056			
	60% income		23100	26400	29700	33000	35640	38280	40920	43560
Scioto	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Seneca	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Shelby	50% rent	523	561	673	778	868	958			
	50% income		20950	23950	26950	29950	32350	34750	37150	39550
	60% rent	628	673	808	934	1042	1150			
	60% income		25140	28740	32340	35940	38820	41700	44580	47460
Stark	50% rent	477	511	613	708	790	871			
	50% income		19100	21800	24550	27250	29450	31600	33800	35950
	60% rent	573	613	736	850	948	1046			
	60% income		22920	26160	29460	32700	35340	37920	40560	43140
Summit	50% rent	531	569	682	789	880	971			
	50% income		21250	24300	27300	30350	32800	35200	37650	40050
	60% rent	637	683	819	947	1056	1165			
	60% income		25500	29160	32760	36420	39360	42240	45180	48060
Trumbull	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Tuscarawas	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Union	50% rent	598	641	770	889	991	1094			
	50% income		23950	27350	30800	34200	36950	39650	42400	45150
	60% rent	718	769	924	1067	1189	1313			
	60% income		28740	32820	36960	41040	44340	47580	50880	54180
Van Wert	50% rent	465	498	597	690	770	849			
	50% income		18600	21250	23900	26550	28650	30800	32900	35050
	60% rent	558	597	717	828	924	1019			
	60% income		22320	25500	28680	31860	34380	36960	39480	42060
Vinton	50% rent	453	485	582	673	751	828			
	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	60% rent	544	582	699	807	901	994			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
Warren	50% rent	563	604	725	838	935	1031			
	50% income		22550	25800	29000	32250	34800	37400	39950	42550
	60% rent	676	725	870	1005	1122	1237			
	60% income		27060	30960	34800	38700	41760	44880	47940	51060

County	**Rent:** Bedrooms (***Residents***)	Eff (***1***)	1 (***1.5***)	2 (***3***)	3 (***4.5***)	4 (***6***)	5 (***7.5***)	6 (***9***)		
	Income: ***Residents***		***1***	***2***	***3***	***4***	***5***	***6***	***7***	***8***
Washington	50% rent	427	458	550	635	708	781			
	50% income		17100	19550	22000	24450	26400	28350	30300	32250
	60% rent	513	549	660	762	850	938			
	60% income		20520	23460	26400	29340	31680	34020	36360	38700
Wayne	50% rent	488	523	628	726	810	893			
	50% income		19550	22350	25150	27950	30150	32400	34650	36850
	60% rent	586	628	754	871	972	1072			
	60% income		23460	26820	30180	33540	36180	38880	41580	44220
Williams	50% rent	481	515	618	715	797	880			
	50% income		19250	22000	24750	27500	29700	31900	34100	36300
	60% rent	577	618	742	858	957	1056			
	60% income		23100	26400	29700	33000	35640	38280	40920	43560
Wood	50% rent	508	545	655	756	843	931			
	50% income		20350	23300	26200	29100	31450	33750	36100	38400
	60% rent	610	654	786	908	1012	1117			
	60% income		24420	27960	31440	34920	37740	40500	43320	46080
Wyandot	50% rent	463	496	596	688	768	848			
	50% income		18550	21200	23850	26500	28600	30750	32850	35000
	60% rent	556	596	715	826	922	1017			
	60% income		22260	25440	28620	31800	34320	36900	39420	42000

B. 2005 MAXIMUM DEVELOPMENT COST PER UNIT

H.U.D. Effective Date: January 1, 2005

County	Non- Elevator Elevator	Bedrooms				
		Eff (0)	1	2	3	4
Adams	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Allen	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Ashland	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Ashtabula	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Athens	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Auglaize	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Belmont	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Brown	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Butler	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Carroll	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Champaign	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Clark	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Clermont	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Clinton	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Columbiana	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562

County	**Non- Elevator Elevator**	**Bedrooms**				
		Eff (0)	**1**	**2**	**3**	**4**
Coshocton	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Crawford	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Cuyahoga	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Darke	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Defiance	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Delaware	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Erie	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Fairfield	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Fayette	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Franklin	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Fulton	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Gallia	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Geauga	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Greene	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Guernsey	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667

County	Non- Elevator Elevator	Bedrooms Eff (0)	1	2	3	4
Hamilton	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Hancock	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Hardin	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Harrison	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Henry	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Highland	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Hocking	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Holmes	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Huron	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Jackson	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Jefferson	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Knox	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Lake	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Lawrence	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Licking	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667

County	Non- Elevator Elevator	Bedrooms				
		Eff (0)	1	2	3	4
Logan	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Lorain	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Lucas	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Madison	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Mahoning	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Marion	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Medina	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Meigs	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Mercer	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Miami	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Monroe	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Montgomery	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Morgan	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Morrow	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Muskingum	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667

County	Non- Elevator Elevator	Bedrooms				
		Eff (0)	1	2	3	4
Noble	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Ottawa	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Paulding	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Perry	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Pickaway	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Pike	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Portage	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Preble	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Putnam	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Richland	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Ross	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Sandusky	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Scioto	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Seneca	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Shelby	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667

County	**Non- Elevator / Elevator**	**Bedrooms Eff (0)**	**1**	**2**	**3**	**4**
Stark	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Summit	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Trumbull	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Tuscarawas	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Union	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
VanWert	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Vinton	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Warren	Non- Elevator	$86,169	$99,354	$119,823	$153,374	$170,865
	Elevator	$90,683	$103,951	$126,404	$163,523	$179,499
Washington	Non- Elevator	$85,290	$98,341	$118,600	$151,809	$169,121
	Elevator	$89,758	$102,890	$125,114	$161,854	$177,667
Wayne	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Williams	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Wood	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562
Wyandot	Non- Elevator	$96,281	$111,013	$133,883	$171,372	$190,915
	Elevator	$101,325	$116,149	$141,237	$182,712	$200,562

C. QUALIFIED CENSUS TRACTS (QCT)

The web site of the U.S. Census Bureau (www.census.gov/main/www/cen2000.html) may be used to determine in what census tract a property is located. This information should then be compared to the list below to determine whether such property is located in a QCT.

H.U.D. Effective Date: *January 1, 2003*

County	***Tracts***											
Allen	125.00	127.00	128.00	133.00	134.00	136.00	137.00	138.00				
Ashtabula	7.01	7.03										
Athens	9726.00	9727.00	9728.00	9729.00	9730.00	9731.01	9731.02	9731.03				
Belmont	115.00	116.00	121.00									
Butler	3.00	4.00	6.00	7.01	7.02	8.00	101.01	101.03	101.04	128.00	129.00	130.00
	131.00	140.00										
Clark	1.00	2.00	3.00	7.00	9.01	12.00						
Columbiana	9521.00	9523.00										
Cuyahoga	1011.01	1012.00	1013.00	1015.00	1017.00	1018.00	1019.00	1024.02	1025.00	1026.00	1027.00	1028.00
	1029.00	1032.00	1033.00	1034.00	1035.00	1037.00	1038.00	1039.00	1041.00	1043.00	1044.00	1045.00
	1046.00	1047.01	1047.02	1048.00	1049.00	1051.00	1052.00	1056.01	1056.02	1072.00	1073.00	1075.00
	1077.00	1078.00	1079.00	1082.00	1083.00	1084.00	1085.00	1086.00	1087.00	1088.00	1089.00	1093.00
	1096.00	1097.00	1098.00	1104.00	1105.00	1106.00	1108.00	1109.00	1111.00	1112.00	1113.00	1114.01
	1114.02	1115.00	1116.00	1117.00	1118.00	1119.02	1121.00	1122.00	1123.00	1124.00	1126.00	1127.00
	1128.00	1129.00	1131.00	1132.00	1133.00	1134.00	1135.00	1136.00	1137.00	1138.00	1139.00	1141.00
	1142.00	1143.00	1144.00	1145.00	1146.00	1147.00	1148.00	1149.00	1151.00	1152.00	1153.00	1154.00
	1155.00	1161.00	1162.00	1164.00	1165.00	1166.00	1167.00	1168.00	1169.00	1171.02	1172.01	1173.00
	1175.00	1178.00	1179.00	1181.00	1182.00	1188.00	1184.00	1185.00	1186.01	1186.02	1187.00	1189.00
	1191.00	1192.01	1192.02	1193.00	1194.02	1195.02	1196.00	1197.02	1198.00	1199.00	1201.00	1202.00
	1204.00	1205.00	1206.00	1207.01	1211.00	1212.00	1213.00	1214.01	1216.00	1233.00	1238.00	1244.00
	1275.00	1501.00	1503.00	1504.00	1511.00	1512.00	1513.00	1514.00	1515.00	1516.00	1517.00	1518.00
	1527.01	1618.00	1915.00									
Erie	408.00											
Fairfield	317.00											
Franklin	7.20	7.30	9.10	9.20	10.00	11.10	11.20	12.00	13.00	14.00	15.00	16.00
	17.00	18.10	22.00	23.00	25.20	26.00	27.10	28.00	29.00	30.00	36.00	37.00
	40.00	42.00	47.00	48.20	50.00	51.00	53.00	54.10	54.20	55.00	56.10	60.00
	61.00	68.30	74.10	75.11	75.20	75.32	75.34	75.40	78.20	82.30	82.41	83.50
	87.20	87.30	93.31									
Gallia	9537.00											
Greene	2001.02											
Guernsey	9776.00											
Hamilton	1.00	2.00	3.01	3.02	4.00	7.00	8.00	9.00	10.00	11.00	14.00	15.00
	16.00	17.00	19.00	21.00	22.00	23.00	25.00	26.00	28.00	29.00	30.00	32.00
	33.00	34.00	35.00	36.00	37.00	38.00	39.00	47.02	63.00	66.00	67.00	68.00
	69.00	74.00	77.00	80.00	85.02	86.01	87.00	88.00	89.00	91.00	92.00	93.00
	94.00	95.00	100.02	227.00								

County	***Tracts***											
Jefferson	2.00	4.00	8.00	9.00								
Lawrence	503.00	504.00	506.00									
Licking	7501.00	7504.00	7525.00									
Lorain	223.00	228.00	229.00	231.00	238.00	708.00	709.01					
Lucas	8.00	9.00	12.02	13.02	13.04	14.00	15.00	16.00	17.00	18.00	19.00	20.00
	21.00	22.00	23.00	24.02	25.00	26.00	27.00	28.00	29.00	30.00	31.00	32.00
	33.00	34.00	35.00	36.00	37.00	38.00	40.00	41.00	42.00	43.01	47.01	48.00
	51.00	53.00	54.00	68.00	73.03							
Mahoning	8002.00	8004.00	8005.00	8006.00	8007.00	8009.00	8010.00	8016.00	8017.00	8019.00	8020.00	8021.00
	8022.00	8023.00	8024.00	8025.00	8031.00	8034.00	8035.00	8037.00	8040.00	8041.00	8043.00	8044.00
	8103.00											
Meigs	9644.00											
Montgomery	3.00	7.00	9.00	10.00	12.00	13.00	14.00	15.00	17.00	18.00	19.00	20.00
	21.00	22.00	23.00	34.00	35.00	36.00	37.00	38.00	39.00	40.00	41.00	42.00
	43.00	44.00	45.00	602.00	702.01	702.02	703.00	805.00				
Muskingum	9814.00	9821.00										
Pickaway	201.00	204.00										
Pike	9527.00											
Portage	6015.01	6015.02	6015.03									
Richland	1.00	2.00	3.00	6.00	7.00							
Scioto	9932.00	9934.00	9935.00	9936.00								
Stark	7001.00	7015.00	7017.00	7018.00	7021.00	7023.00	7102.00	7104.00	7105.00	7138.00	7142.00	
Summit	5011.00	5012.00	5013.01	5013.02	5017.00	5018.00	5019.00	5021.01	5024.00	5025.00	5032.00	5034.00
	5038.00	5041.00	5042.00	5046.00	5044.00	5051.00	5053.00	5056.00	5063.04	5065.00	5066.00	5067.00
	5068.00	5069.00	5074.00	5075.00	5101.00	5103.01						
Trumbull	9201.00	9205.00	9206.00	9208.00	9212.00	9324.00						
Wayne	15.00											
Wood	217.01	217.02	218.00									

D. COMMUNITIES WITH A CONSOLIDATED PLAN

1. HUD Entitlement Cities

Akron	Elyria	Marietta
Alliance	Euclid	Massillon
Barberton	Fairborn	Mentor
Bowling Green	Hamilton	Middletown
Canton	Kent	Newark
Cincinnati	Kettering	Parma
Cleveland	Lakewood	Springfield
Cleveland Heights	Lancaster	Steubenville
Columbus	Lima	Toledo
Dayton	Lorain	Warren**
East Cleveland	Mansfield	Youngstown

***includes Trumbull County*

2. HUD Eligible Urban Counties

Butler
Cuyahoga
Franklin
Hamilton
Lake
Montgomery
Stark
Summit

E. AREAS WITH A COMMUNITY HOUSING IMPROVEMENT STRATEGY (CHIS)

1. Counties

Adams	Fairfield	Logan	Portage
Allen	Fayette	Lorain	Preble
Ashland	Fulton	Lucas	Putnam
Ashtabula	Gallia	Madison	Richland
Athens	Geauga	Mahoning	Ross
Auglaize	Greene	Medina	Sandusky
Belmont	Guernsey	Meigs	Scioto
Brown	Hancock	Mercer	Seneca
Butler	Harrison	Miami	Shelby
Carroll	Henry	Monroe	Tuscarawas
Champaign	Highland	Morgan	Union
Clinton	Hocking	Morrow	Van Wert
Columbiana	Holmes	Muskingum	Vinton
Coshocton	Huron	Noble	Warren
Crawford	Jackson	Ottawa	Washington
Darke	Jefferson	Paulding	Wayne
Defiance	Knox	Perry	Williams
Delaware	Lawrence	Pickaway	Wood
Erie	Licking	Pike	Wyandot

2. Cities

Amherst	East Liverpool	Mount Vernon	Sheffield Lake
Ashland	Fairborn	Napoleon	Shelby
Ashtabula	Findlay	New Philadelphia	Sidney
Athens	Fostoria	Niles	St. Clairsville
Bellaire	Fremont	North Ridgeville	Tiffin
Bellefontaine	Galion	Northwood	Toronto
Cambridge	Girard	Norwalk	Uhrichsville
Campbell	Greenfield	Oberlin	Upper Sandusky
Celina	Hillsboro	Oregon	Urbana
Chillicothe	Ironton	Oxford	Van Wert
Circleville	Jackson	Piqua	Wadsworth
Conneaut	Logan	Portsmouth	Washington C.H.
Coshocton	London	Ravenna	Wellston
Defiance	Marion	Rossford	Wooster
Delaware	Martins Ferry	Salem	Xenia
Dover	Maumee	Sandusky	Zanesville

F. MODEL LANGUAGE FOR PUBLIC NOTIFICATION LETTERS

[DATE]

CERTIFIED MAIL RETURN RECEIPT REQUESTED (attach copies)

[Applicable Person]
[Title]
[Name of Political Jurisdiction]
[Address]
[City, State, Zip]

RE: [Name of Project]

Dear [Applicable Person]:

The purpose of this letter is to apprise your office that [Name of General Partner, Managing Member, etc.] will be the [general partner, managing member, etc.] of a multifamily residential development located in or within one-half mile of your political jurisdiction. The following describes this development and the multifamily funding programs of the Ohio Housing Finance Agency (OHFA) that will be utilized for the development and notifies you of your right to submit written comments to the OHFA.

Project Address:	[Be as specific as possible; note the city or township location as well as the county location.]
Number of Units:	[Total number of units; you may wish to breakdown by unit type, i.e. 1BR, 2BR, 3BR, etc.]
Nature of Project:	[Such as new construction, acquisition & rehabilitation, substantial rehabilitation, adaptive reuse. Note any other distinguishing characteristics.]
Program(s) Utilized in the Project:	[Indicate that the project will utilize funding from the Housing Credit Program, Housing Development Assistance Program, Housing Development Loan Program and/or Multifamily Bond Program.]
Right to Submit Comments:	You have the right to submit comments to the OHFA regarding the development's impact on the community. If you intend to submit a statement of disapproval or objection, you must submit a written statement that is signed by a majority of the voting members of the legislative body governing your jurisdiction. This written statement must be forwarded separately to the Chairman and to the Executive Director of the OHFA and be delivered by certified mail, return receipt requested.

The person to be notified at the OHFA and their address is:

Mr. Douglas A. Garver, Executive Director
Ohio Housing Finance Agency
57 E. Main Street
Columbus, OH 43215

A written statement of disapproval or objection must be submitted within 30 days of your receipt of this notice, and must be received by the OHFA within 45 days of the date of this letter.

The OHFA is required to respond to any written statement submitted under the terms outlined above.

Sincerely,

Name
Title of Writer

G. GEOGRAPHIC POOL AREAS

Category A	Category B	Category C	Category C *(continued)*
Akron	Allen	Adams	Lawrence
Canton	Butler	Ashland	Logan
Cincinnati	Clark	Ashtabula	Madison
Cleveland	Clermont	Athens	Marion
Columbus	Cuyahoga	Auglaize	Meigs
Dayton	Delaware	Belmont	Mercer
Toledo	Fairfield	Brown	Monroe
Youngstown	Franklin	Carroll	Morgan
	Geauga	Champaign	Morrow
	Greene	Clinton	Muskingum
	Hamilton	Columbiana	Noble
	Jefferson	Coshocton	Ottawa
	Lake	Crawford	Paulding
	Licking	Darke	Perry
	Lorain	Defiance	Pike
	Lucas	Erie	Preble
	Mahoning	Fayette	Putnam
	Medina	Fulton	Ross
	Miami	Gallia	Sandusky
	Montgomery	Guernsey	Seneca
	Pickaway	Hancock	Scioto
	Portage	Hardin	Shelby
	Richland	Harrison	Tuscarawas
	Stark	Henry	Union
	Summit	Highland	Van Wert
	Trumbull	Hocking	Vinton
	Warren	Holmes	Wayne
	Washington	Huron	Williams
	Wood	Jackson	Wyandot
		Knox	

H. MARKET STUDY INDEX

The following information must be included in a market study. The market study author must organize the information using this index or provide the corresponding page number(s) for each item. Please refer to Pages 13 - 15 of the QAP for more details.

I. Executive summary
   A. Statement that a market exists for the proposed project
   B. Recommendations or suggested modifications to the proposed project
   C. Estimated stable year vacancy rate for the proposed project
      1. Explanation if greater than 7%
   D. Estimated lease-up time for the proposed project
      1. Explanation if greater than one year

II. Description of the proposed project - including location; project design; number of units, bedrooms and baths; amenities; rents and utility allowances; population served; review of site and floor plans; etc.

III. Description of the primary market area (PMA) for the project
   A. Map of the PMA
   B. Methodology used to determine boundaries
   C. Explanation if areas outside of five-mile radius included
   D. Health of the overall rental housing market

IV. Rent comparison
   A. Rents for the proposed project
   B. Market rents and methodology for calculation of market rents

V. Number of income-eligible renter households in the PMA
   A. Percentage required to fully lease-up the project
      1. Explanation if greater than 10%

VI. Description, evaluation and map of services (including approximate distance to project)
   A. Public services
   B. Infrastructure
   C. Community services
   D. Employers

VII. Number of income-eligible special needs households in the PMA
   A. Percentage required to meet the special needs set-aside
   B. Source of information

VIII. Federally subsidized and Housing Credit projects (including projects under construction) in the PMA
   A. Brief description of each project - including number of units, rents, amenities, unit and bedroom sizes, population served, etc.
   B. Current vacancy rate for each project
   C. Contact name and method of contact for each project
   D. Ratio of all subsidized and Housing Credit units to the number of income-eligible renter households in the primary market area

E. Estimated vacancy rate for each Housing Credit project (except those under construction) during the first stabilized year of the proposed project
   1. Explanation for estimated vacancy rates greater than 10%

IX. List of comparable market rate developments in the primary market area
   A. Brief description of each project - including number of units, rents, amenities, unit and bedroom sizes, population served, etc.
   B. Current vacancy rate for each project
   C. Contact name and method of contact for each project

X. Watch Area Information (*if applicable*)
   A. Demonstrate that the project will be successful
   B. Demonstrate that other affordable housing will not be negatively impacted

XI. Analysis of Public Housing Authority (PHA) concerns and issues
   A. Copy of letter and certified mail receipt or details of interview
   B. Copy of response(s) from PHA or transcript of interview
   C. Narrative that evaluates and addresses any issues or concerns raised by the PHA

XII. Original signed copy of OHFA Form 003 - Market Study Certification

XIII. Listing of all data sources used in the study

I. SUPPORTIVE SERVICE PLAN INDEX & REQUIREMENTS

Applicants for projects designed to serve a special needs population must submit a supportive services plan in order to qualify for competitive points. The supportive service plan must include the following elements in the order listed:

I. Population Served - Describe the population to be served and indicate the number of units to be set-aside for this population.

II. Service Coordinator - Describe the role of the supportive service coordinator. Include a copy of the coordinator's resume or if the coordinator is not known at application, a copy the coordinator's job description. List the experience in providing supportive services, including trainings that the coordinator may have attended. Identify the budget line item for the service coordinator's salary or document in-kind assistance with commitment letters per section VI. Detail the number of hours that the coordinator will spend at the site and working with residents from the project.

III. Annual Budget - List in detail the estimated annual costs of providing services including the coordinator's salary and equipment.

IV. Description of Services - Provide specific descriptions of the following services and explain how they will be made available to residents (see below for required services for each population).

V. Support Letters - (see below for required support letters for each population).

VI. Commitment Letters - Attach signed letters from agencies/organizations that have committed to provide or refer services to residents. Also, where services have been contracted, provide a signed letter from an agency/organization providing contracted service coordination. Commitment letters should contain a brief description and history of the agency/organization, a description of the services to be provided, and details of any funding to be provided to the project for services. Commitment letters must be provided for all agencies/organizations referred to in IV. Description of Services.

The supportive service plan must be specific to the proposed project. All requirements, including all population specific service requirements, must be listed in the plan. The descriptions of services must include enough details and information so that the OHFA can determine what services are being provided, how are the services being provided, and who is providing the services.

Population Specific Requirements

A. Persons Age 55 Years and Older

Requirements

1. Minimum set-aside of 100% of the total units.
2. All buildings must contain only one story unless an elevator is provided.
3. Units may contain no more than two bedrooms.
4. All units and buildings must contain at least 20 universal design features as described on OHFA Form 001, in addition to installation of grab bar blocking in the bathrooms (in the shower and around the toilet area).

5. The project must contain common space equal to the lesser of 5% of the total residential square footage for the entire project or 20 square feet per number of units in entire project.
6. Project must annually set-aside at least $100 per unit for service coordination.

<u>Description of Services</u>

1. Make at least one meal per day available at or accessible to housing facility.
2. Make light housekeeping services available.
3. Ensure the availability to adequate transportation services for residents.
4. Provide information and referral to home health services.
5. Provide evidence of regularly scheduled activity programs reflecting the cultural, social, recreational, and health and wellness aspects of resident lives.
6. Provide accommodations for and support of a Resident Association.

<u>Support Letters</u>

1. Submit a letter of support from local Area Agency on Aging (AAA). If a letter of support is unavailable from the AAA provide an explanation as to why, and then provide letters of support from local senior citizens centers, the public housing authority, or the Department of Aging.

B. Persons with Severe and Persistent Mental Illness

<u>Requirements</u>

1. The OHFA requires a maximum target set-aside of 20% of the total units for this population in order to work toward the goal of integration. The final set-aside determined in collaboration with local ADAMHS or Mental Health Board must be greater than or equal to 5% of the total units. However, the OHFA recognizes that circumstances may require projects to exceed the 20% target. In such instances, exceeding the 20% target set-aside will not be considered a non-compliance issue.
2. Acceptance of services should not be a condition of occupancy.

<u>Description of Services</u>

1. The local ADAMHS or Mental Health Board must approve the level of services and service coordination to be provided. Projects targeting persons with severe and persistent mental illness have the option not to provide on-site services and service coordination if a local case management and community support services system are already in place. A service coordinator would not be required in these circumstances.
2. Demonstration of input from people with mental illness in the Housing Credit application and design and development of the project.
3. Residents must have control over the assistance they receive and who provides that assistance. Service coordinators must work directly with the local county board case management system.
4. Residents may choose to seek mental health services through public or private mental health providers. (All local mental health systems are required to have 24-hour mobile case management and crisis intervention services available and accessible to all people with mental illness; such services need not be housing project based).

<u>Support Letters</u>

1. Letters of support from local Alliance for the Mentally Ill (AMI) and/or qualified consumer groups including their mission statement, agency goals, and a *specific* statement of support for the proposed project.

2. Written support from the Executive Director of the local ADAMHS or Mental Health Board. The support letter must describe how the number of set-aside units was determined and how this set-aside will benefit the special needs population.
3. A copy of a letter from the applicant to the local ADAMHS or Mental Health Board stating that up to 20% of the units can be set-aside for persons with severe or persistent mental illness. The local ADAMHS or Mental Health Board will determine the exact set-aside. A copy of the certified mail receipt must be included.

C. Persons with Mental Retardation/Developmental Disabilities

Requirements

1. The percentage of units set-aside must be established in collaboration with the local MR/DD agency but cannot exceed 20% of the total units. The final set-aside determined in collaboration with local MR/DD agency must be greater than or equal to 5% of the total units. However, the OHFA recognizes that circumstances may require projects to exceed the 20% target. In such instances, exceeding the 20% target set-aside will not be considered a non-compliance issue.

Description of Services

1. The level of services and service coordination to be provided must be approved by the local MR/DD agency. Projects targeting persons with mental retardation/developmental disabilities have the option to not provide on-site services and service coordination if a local case management and community support services system are already in place. A service coordinator would not be required in these circumstances.
2. Ensure adequate education and awareness of community resources, intervention and support for residents experiencing a crisis, referral to resources and services in the community, development and support for resident participation with management.
3. Assistance to residents in identifying and accessing local resources and services.
4. Development and support of resident participation in the development of services, programs and activities.
5. Crisis intervention and short-term support or referral to outside resources.
6. Longer-term support for residents pursuing goals related to social and/or economic self-sufficiency.
7. Intervention and prevention of problems related to substance abuse, criminal activity, destruction of property or other issues harmful to residents.
8. A continually updated notebook or bulletin board of neighborhood and community programs and resources.

Support Letters

1. Letter from the local MR/DD agency indicating *specific* support and evidencing collaboration with the project related to the projected percentage of set-aside units for this population. The support letter must describe how the number of set-aside units was determined and how this set-aside will benefit the special needs population.
2. A copy of a certified letter from the applicant to the local MR/DD agency stating that up to 20% of the units can be set-aside for persons with severe or persistent mental illness. The exact set-aside will be determined by the local MR/DD agency. A copy of the certified mail receipt must be included.

D. Permanent Supportive Housing for the Homeless

Requirements
1. Minimum set-aside of 50% of the total units.
2. A comprehensive service plan that identifies the services to be provided, the anticipated sources of funding for such services, the physical space that will be used to provide such services, and the previous experience of the supportive services provider.
3. Provide a commitment for rental subsidy for at least 50% of the total units. Sources may include project-based vouchers or other assistance from the local PHA, McKinney-Vento Homelessness grant, or other federal, state or local government source.
4. Acceptance of services should not be a condition of occupancy.

Description of Services
1. Services available on-site or through coordinated relationships with community-based providers shall be consistent with the population being served in the project (i.e. mental health services shall be available if the project targets persons with mental illness).
2. Residents must have control over the services they receive and who provides these services, and may choose to seek assistance through public or private community-based service providers.

Support Letters
1. Letter of support from the primary funder and/or coordinator of homeless services, including a specific statement of support for the proposed project.
2. Letter of support from the chair of the local Continuum of Care committee (or the state Continuum of Care if there is no local committee), including a statement indicating that the project is consistent with the consolidated plan.
3. Letter of support from the local government jurisdiction (city, village or township) in which the project is located.

E. Family Supportive Services

Description of Services
1. Credit counseling.
2. Personal finance training/planning.
3. Continuing education/Job training opportunities/job referrals.
4. Life Skills Training.
5. Healthcare Prevention and Community Outreach (i.e. drug/alcohol prevention, stress/anger management, AIDS awareness, etc.).
6. Day care / after school program referrals

Support Letters
1. Letter of support from a local qualified social services group including their mission statement, agency goals, and a specific statement of support for the proposed project. The organization's existence shall be evidenced by incorporation within Ohio or authorization to do business in Ohio and can verified by the office of the Ohio Secretary of State. THE OHFA may waive this requirement on a case-by-case basis.

J. GOVERNOR'S REGIONAL ECONOMIC DEVELOPMENT REPRESENTATIVES

Dawn Larzelere, Manager
Governor's Regional Offices
Phone: 614-995-1895
Fax: 614-644-0108
Riffe Center
77 S. High Street, 29th Floor
Columbus, OH 43215

Region 1 - Columbus
Tonya L. Barnett
Phone: 614-466-9627
Fax: 614-752-4858
Riffe Center
77 S. High Street, 29th Floor
Columbus, OH 43215
Counties Represented: Delaware, Fairfield, Fayette, Franklin, Licking, Logan, Madison, Pickaway and Union

Region 2 - Toledo
Wesley R. Fahrbach
Phone: 419-245-2445
Fax: 419-245-2448
One Government Center, Suite 1520
Toledo, OH 43604-2205
Counties Represented: Defiance, Erie, Fulton, Henry, Lucas, Ottawa, Sandusky, Williams and Wood

Region 3 - Lima
Judith M. Cowan
Phone: 419-229-5320
Fax: 419-229-5424
Perry Building
545 W. Market Street, Suite 305
Lima, OH 45801-4717
Counties Represented: Allen, Auglaize, Hancock, Hardin, Mercer, Paulding, Putnam and Van Wert

Region 4 - Dayton
Stephen P. Lake
Phone: 937-285-6185
Fax: 937-223-3584
One Dayton Centre
1 S. Main Street, Suite 2060
Dayton, OH 45402-2016
Counties Represented: Champaign, Clark, Clinton, Darke, Greene, Miami, Montgomery, Preble and Shelby

Region 5 - Cincinnati
Chris Smith
Phone: 513-852-2826
Fax: 513-852-2840
One W. Fourth Street, Suite 425
Cincinnati, OH 45202
Counties Represented: Butler, Clermont, Hamilton and Warren

Region 6 - Mansfield
David L. Williamson
Phone: 419-522-2029
Fax: 419-522-2203
Walnut Building
24 W. Third Street, Suite 301
Mansfield, OH 44902-1235
Counties Represented: Ashland, Crawford, Huron, Knox, Marion, Morrow, Richland, Seneca and Wyandot

Region 7 - Chillicothe
Kara Willis
Phone: 740-775-0612
Fax: 740-775-0604
15 N. Paint Street, Suite 102
Chillicothe, OH 45601-3116
Counties Represented: Adams, Brown, Gallia, Highland, Jackson, Lawrence, Pike, Ross, Scioto and Vinton

Region 8 - Cleveland
Fran Migliorino
Phone: 216-787-3240
Fax: 216-787-3244
615 W. Superior Avenue, 12th Floor
Cleveland, OH 44113
Counties Represented: Cuyahoga, Geauga, Lake and Lorain

Region 9 - Akron
Daryl L. Revoldt
Phone: 330-643-3392
Fax: 330-643-3391
Ocasek Government Office Building
161 S. High Street, Room 404
Akron, OH 44308-1615
Counties Represented: Medina, Portage, Stark, Summit and Wayne

Region 10 - Cambridge
William Gotschall
Phone: 740-439-2263
Fax: 740-439-1524
2146 Southgate Parkway
Cambridge, OH 43725-3082
Counties Represented: Belmont, Carroll, Columbiana, Coshocton, Guernsey, Harrison, Holmes, Jefferson, Muskingum and Tuscarawas

Region 11 - Marietta
Darlene Lukshin
Phone: 740-373-5150
Fax: 740-373-2984
308 Front Street
Marietta, OH 45750
Counties Represented: Athens, Hocking, Meigs, Monroe, Morgan, Noble, Perry and Washington

Region 12 - Youngstown
Julie Michael-Smith
Phone: 330-797-6301
Fax: 330-744-1822
George V. Voinovich Government Center
242 Federal Plaza West, Suite 401
Youngstown, OH 44503
Counties Represented: Ashtabula, Mahoning and Trumbull

K. CAPITAL NEEDS ASSESSMENT STANDARDS

Purpose

A capital needs assessment represents a qualified professional's opinion of a property's current overall physical condition and identifies significant deferred maintenance, existing deficiencies, and material building code violations that affect the property's use and its structural and mechanical integrity. The assessment should include an opinion as to the proposed budget for recommended improvements and should identify critical building systems or components that have reached or exceeded their expected useful lives.

The assessment should include a projection of recurring probable expenditures for significant systems and components impacting use and tenancy, which are not considered operation or maintenance expenses, in order to determine the appropriate replacement reserve deposits on a per unit per year basis.

Process

1. Conduct site visit and physical inspection of interior and exterior of units and structures

2. Interview available on-site property management and maintenance personnel and inquire about past repairs/improvements, pending repairs and existing or chronic physical deficiencies

Components

Components which should be examined and analyzed in order to prepare a comprehensive property condition report or capital needs assessment for rehabilitation projects:

Site, including:
- Topography and drainage
- Pavement, curbing, sidewalks and parking
- Landscaping and amenities
- Water, sewer, storm drainage, gas and electric utilities and lines

Structural system, both substructure and superstructure, including:
- Exterior walls and balconies
- Exterior doors and windows
- Roofing system and drainage

Interiors, including:
- Unit and common area finishes (carpeting, vinyl tile, plaster walls, paint condition)
- Unit kitchen finishes and appliances
- Unit bathroom finishes and fixtures
- Common area lobbies and corridors

Mechanical systems, including:
- Plumbing and domestic hot water
- HVAC
- Electrical and fire protection
- Elevators

L. GUIDE TO FEDERAL ACCESSIBILITY REQUIREMENTS

The following is a checklist of design and construction requirements of the Fair Housing Act. This checklist represents many, but not all, of the requirements to the Act. This checklist is not intended to be exhaustive, but rather is a helpful guide in determining if the major requirements of the Act have been met in designing and constructing a particular multifamily development. Projects may also be required to meet additional requirements included in Section 504 of the Rehabilitation Act of 1973, the Americans With Disabilities Act as well as any state and local Civil Rights legislation along with any required related codes and laws.

General Requirements

- Affected projects are developments with buildings containing four (4) or more units that were designed and constructed for first occupancy on or after March 13, 1991.

- If it is an elevator building, all units are “covered units.”
  - All units in buildings with elevators must have features required by the Act.

- If it is a non-elevator building, all ground-floor units are "covered units."
  - All ground-floor units in buildings without elevators must have features required by the Act.

NOTE: There is a narrow exception that provides that a non-elevator building in a development need not meet all of the Act’s requirements if it is impractical to have an accessible entrance to the non-elevator building because of hilly terrain or other unusual characteristics of the site.

FEATURES REQUIRED BY THE FAIR HOUSING ACT

1. ACCESSIBLE BUILDING ENTRANCE ON AN ACCESSIBLE ROUTE

- The accessible route is a continuous, unobstructed path (no stairs) through the development that connects all buildings containing covered units and all other amenities.

- The accessible route also connects to parking lots, public streets, public sidewalks, and to public transportation stops.

- All slopes are no steeper than 8.33%.

- All slopes between 5% and 8.33% have handrails.

- Covered units have at least one entrance on an accessible route.

- There are sufficient curb cuts for a person using a wheelchair to reach every building in the development.

2. COMMON AND PUBLIC USE AREAS

- At least two percent (2%) of all parking spaces are designated as handicapped parking.

- At least one (1) parking space at each common and public use amenity is designated as handicapped parking.

- All handicapped parking spaces are properly marked.

- All handicapped parking spaces are at least 96 inches wide with a 60-inch wide access aisle that can be shared between two spaces.

- The accessible aisle connects to a curb ramp and the accessible route.

- The rental or sales office is readily accessible and usable by persons with disabilities.

- All mailboxes, swimming pools, tennis courts, clubhouses, rest rooms, showers, laundry facilities, trash facilities, drinking fountains, public telephones, and other common and public use amenities offered by the development are readily accessible and usable by persons with disabilities.

3. <u>USABLE DOORS</u>

- All doors into and through covered units and common use facilities provide a clear opening of at least 32 inches nominal width.

- All doors leading into common use facilities have lever door handles that do not require grasping and twisting.

- Thresholds at doors to common use facilities are no greater than one-half (1/2) inch.

- All primary entrance doors to covered units have lever door handles that do not require grasping and twisting.

- Thresholds at primary entrance doors to covered units are no greater than three-quarter (3/4) inches and beveled.

4. <u>ACCESSIBLE ROUTE INTO AND THROUGH THE COVERED UNIT</u>

- All routes through the covered units are no less than 36 inches wide.

5. <u>ACCESSIBLE ENVIORMENTAL CONTROLS</u>

- All light switches, electrical outlets, thermostats, and other environmental controls must be no less than 15 inches and no greater than 48 inches from the floor.

6. <u>REINFORCED BATHROOM WALLS FOR GRAB BARS</u>

- Reinforcements are built into the bathroom walls surrounding toilets, showers, and bathtubs for the later installation of grab bars.

7. <u>USABLE KITCHENS AND BATHROOMS</u>

- At least 30" x 48" of clear floor space at each kitchen fixture and appliance.

- At least 40 inches between opposing cabinets and appliances.

- At least a 60-inch diameter turning circle in U-shaped kitchens unless the cooktop or sink at end of U-shaped kitchen has removable cabinets beneath for knee space.

- In bathroom, at least 30" x 48" of clear floor space outside swing of bathroom door.

- Sufficient clear floor space in front of and around sink, toilet, and bathtub for use by persons using wheelchairs.

For additional information, please visit the following web sites:

- Accessible Home Page http://www.homemods.org
- Access Board http://www.access-board.gov
- ADA http://www.usdoj.gov/crt/ada/adahom1.htm
- Center for Universal Design http://www.ncsu.edu/ncsu/design/cud
- HUD information http://www.hud.goc/fhe/fheacss.html

M. OPERATING EXPENSE AVERAGES

Region	AVERAGE OPERATING COSTS PER UNIT
1	$4,100
2	$3,700
3	$2,800
4	$3,900
5	$4,300
6	$3,100
7	$3,000
8	$4,800
9	$4,500
10	$3,300
11	$3,000
12	$3,400

* - **Costs include all operating expenses, insurance, taxes, and reserves.**

Region 1 - Columbus
Counties Represented: Delaware, Fairfield, Fayette, Franklin, Licking, Logan, Madison, Pickaway, Union.

Region 2 - Toledo
Counties Represented: Defiance, Erie, Fulton, Henry, Lucas, Ottawa, Sandusky, Williams, Wood.

Region 3 - Lima
Counties Represented: Allen, Auglaize, Hancock, Hardin, Mercer, Paulding, Putnam, Van Wert.

Region 4 - Dayton
Counties Represented: Champaign, Clark, Clinton, Darke, Greene, Miami, Montgomery, Preble, Shelby.

Region 5 - Cincinnati
Counties Represented: Butler, Clermont, Hamilton, Warren.

Region 6 - Mansfield
Counties Represented: Ashland, Crawford, Huron, Knox, Marion, Morrow, Richland, Seneca, Wyandot.

Region 7 - Chillicothe
Counties Represented: Adams, Brown, Gallia, Highland, Jackson, Lawrence, Pike, Ross, Scioto, Vinton.

Region 8 - Cleveland
Counties Represented: Cuyahoga, Geauga, Lake, Lorain.

Region 9 - Akron
Counties Represented: Medina, Portage, Stark, Summit, Wayne.

Region 10 - Cambridge
Counties Represented: Belmont, Carroll, Columbiana, Coshocton, Guernsey, Harrison, Holmes, Jefferson, Muskingum, Tuscarawas.

Region 11 - Marietta
Counties Represented: Athens, Hocking, Meigs, Monroe, Morgan, Noble, Perry, Washington.

Region 12 - Youngstown
Counties Represented: Ashtabula, Mahoning, Trumbull.

N. WATCH AREAS

Family Projects

Counties

Allen	Lorain
Auglaize	Madison
Brown	Medina
Butler	Mercer
Champaign	Miami
Clermont	Morrow
Clinton	Muskingum
Darke	Paulding
Defiance	Perry
Delaware	Pickaway
Fairfield	Pike
Fayette	Portage
Fulton	Preble
Gallia	Putnam
Greene	Richland
Guernsey	Ross
Hancock	Sandusky
Hardin	Shelby
Harrison	Trumbull
Hocking	Union
Jackson	Van Wert
Jefferson	Vinton
Lawrence	Warren
Logan	Wyandot

Submarkets

Akron Central	Columbus Northeast
Akron Northwest	Columbus Northwest
Akron West	Columbus Southeast
Canton Central	Columbus Southwest
Cincinnati Central	Dayton Huber Heights
Cincinnati Near East	Dayton Northwest
Cincinnati North Central	Dayton Southeast
Cincinnati Southwest	Dayton Southwest
Cleveland Downtown	Toledo Downtown
Cleveland South Central	Toledo Southwest
Cleveland West	Toledo West
Columbus Central	Youngstown Northeast
Columbus East	Youngstown Northwest

Senior (55+) Projects

Counties

Allen
Ashtabula
Auglaize
Brown
Columbiana
Greene
Hancock
Hardin
Harrison
Jackson
Jefferson
Madison
Meigs
Paulding
Perry
Pike
Putnam
Sandusky
Seneca
Shelby
Tuscarawas
Wyandot

Submarkets

Akron South
Cleveland Downtown
Cleveland East
Columbus Central
Columbus Northwest
Dayton East
Dayton Northwest
Toledo Downtown
Youngstown Northwest

* - For a definition of Submarkets, please refer to the OHFA web site: www.ohiohome.org
In addition, the data tables and description of methodology for watch areas are also posted on the web site.

O. HOUSING CREDIT VACANCY RATE POINT TABLE

Yes = project is eligible for 2 points; Yes * = indicates there is insufficient data in the area and project is eligible for 2 points but also must score all points in competitive criterion #25 to be eligible for vacancy rate points;
Single Family = single-family detached structures; Multifamily = all other structures; Senior = projects targeting households age 55 years and older and qualifying for senior points (competitive criterion # 4).

In order to qualify for points, the average vacancy rate as determined in the OHFA's analysis, must be less than the state average of 11.0% for single family or multifamily and 5.8% for senior. The data tables, description of methodology for the housing credit vacancy rates, and definition for Submarkets are posted on the OHFA web site: www.ohiohome.org

County Name	Single Family	Multifamily	Senior
Adams	Yes*	Yes	Yes
Allen	Yes*	Yes	
Ashland	Yes*	Yes	
Ashtabula	Yes*	Yes*	Yes
Athens	Yes*	Yes	Yes*
Auglaize	Yes*	Yes	
Belmont	Yes*	Yes	Yes
Brown	Yes*	Yes	Yes
Butler	Yes*	Yes	
Carroll		Yes*	Yes
Champaign	Yes*		
Clark	Yes	Yes	Yes
Clermont	Yes*	Yes	Yes*
Clinton	Yes*	Yes	Yes
Columbiana	Yes*	Yes	
Coshocton	Yes*	Yes*	
Crawford	Yes*	Yes	
Darke	Yes*	Yes	Yes*
Defiance	Yes*	Yes	Yes*
Delaware	Yes*		Yes*
Erie	Yes*	Yes*	Yes*
Fairfield	Yes*	Yes	Yes
Fayette	Yes	Yes	Yes*
Fulton	Yes*	Yes	Yes*
Gallia	Yes*	Yes	Yes*
Geauga	Yes*	Yes*	Yes
Greene	Yes*		
Guernsey	Yes*	Yes	Yes*
Hancock	Yes*	Yes	
Hardin	Yes*	Yes	Yes
Harrison		Yes	Yes
Henry	Yes*	Yes	Yes*
Highland		Yes	Yes
Hocking	Yes*	Yes	Yes*
Holmes	Yes*	Yes*	Yes*
Huron	Yes*		Yes*
Jackson	Yes	Yes	Yes
Jefferson		Yes*	Yes

County Name	Single Family	Multifamily	Senior
Knox	Yes*	Yes	Yes
Lake	Yes*	Yes	Yes
Lawrence	Yes*		
Licking	Yes*	Yes	Yes
Logan	Yes*	Yes	Yes*
Lorain	Yes	Yes	Yes*
Madison	Yes*	Yes	
Marion	Yes*	Yes	
Medina	Yes*		Yes*
Meigs	Yes*	Yes	Yes
Mercer	Yes*	Yes	Yes*
Miami	Yes*	Yes	Yes
Monroe	Yes*	Yes*	Yes*
Morgan	Yes*	Yes*	Yes*
Morrow	Yes*		Yes*
Muskingum	Yes*		Yes*
Noble	Yes*	Yes	Yes*
Ottawa	Yes*	Yes*	Yes
Paulding	Yes*		Yes*
Perry	Yes*		
Pickaway	Yes*	Yes	Yes*
Pike	Yes*	Yes	Yes
Portage	Yes		Yes
Preble	Yes*		Yes
Putnam	Yes*		Yes
Richland	Yes	Yes	Yes*
Ross	Yes*		
Sandusky	Yes	Yes	Yes
Scioto	Yes*	Yes	Yes
Seneca	Yes*	Yes	
Shelby	Yes*	Yes	Yes
Trumbull		Yes*	Yes
Tuscarawas	Yes*		
Union	Yes*		Yes*
Van Wert	Yes*	Yes	Yes*
Vinton	Yes*	Yes	Yes*
Warren	Yes*	Yes	Yes
Washington	Yes*	Yes	
Wayne	Yes*	Yes	Yes
Williams	Yes*	Yes	Yes*
Wood	Yes*	Yes	Yes*
Wyandot	Yes*	Yes	

Submarket Name	Single Family	Multifamily	Senior
Akron Central	Yes	Yes	Yes
Akron East	Yes	Yes*	Yes
Akron North	Yes*	Yes*	Yes*
Akron Northwest	Yes*		Yes*
Akron South	Yes		
Akron West	Yes	Yes	Yes*
Canton Central	Yes	Yes	Yes*
Canton East	Yes	Yes	Yes*
Canton North	Yes*	Yes*	Yes*
Canton West	Yes*	Yes*	Yes
Cincinnati Central	Yes*		
Cincinnati Near East	Yes*		
Cincinnati North Central	Yes*	Yes	Yes
Cincinnati Northeast	Yes*	Yes*	Yes*
Cincinnati Northeast Central	Yes*	Yes*	Yes*
Cincinnati Northwest	Yes*	Yes	Yes*
Cincinnati Southeast	Yes*	Yes*	Yes*
Cincinnati Southwest	Yes*		Yes*
Cleveland Downtown	Yes		
Cleveland East	Yes		
Cleveland South	Yes*	Yes*	Yes*
Cleveland South Central	Yes	Yes	
Cleveland Southeast	Yes*	Yes*	Yes*
Cleveland Southwest	Yes*	Yes*	Yes*
Cleveland West	Yes*		Yes
Columbus Central	Yes*	Yes	
Columbus East	Yes	Yes	
Columbus North Central	Yes*	Yes	Yes*
Columbus Northeast	Yes		Yes
Columbus Northwest	Yes*		Yes*
Columbus Southeast	Yes*	Yes	Yes*
Columbus Southwest			Yes
Dayton East	Yes	Yes	
Dayton Huber Heights	Yes*	Yes	Yes*
Dayton Northwest	Yes*		Yes
Dayton Southeast	Yes	Yes	Yes
Dayton Southwest	Yes*	Yes	Yes*
Dayton Vandalia	Yes*	Yes	Yes*
Toledo Downtown	Yes		Yes
Toledo North	Yes*	Yes*	Yes*
Toledo Oregon	Yes*	Yes*	Yes
Toledo South Central	Yes	Yes	Yes
Toledo Southwest	Yes*	Yes*	Yes*
Toledo West	Yes		Yes
Youngstown Northeast	Yes		Yes
Youngstown Northwest	Yes*	Yes*	Yes*
Youngstown Southeast	Yes*	Yes*	Yes
Youngstown Southwest	Yes*	Yes*	Yes

P. MARKET VACANCY RATE POINT TABLE

Yes = project is eligible for 1 point ; Yes * = indicates there is insufficient data in the area and project is eligible for 1 point but also must score all points in competitive criterion #25 to be eligible for vacancy rate points

In order to qualify for points, the average market vacancy rate as determined in the OHFA 2004 Statewide Rental Housing Analysis, must be less than the state average of 6.3%. The data tables, description of methodology for the market vacancy rates, and definition for Submarkets are posted on the OHFA web site: www.ohiohome.org

County Name	Market Vacancy - All
Adams	Yes*
Allen	
Ashland	Yes
Ashtabula	Yes
Athens	
Auglaize	
Belmont	Yes
Brown	
Butler	
Carroll	Yes*
Champaign	Yes
Clark	Yes
Clermont	
Clinton	Yes
Columbiana	Yes
Coshocton	Yes
Crawford	Yes
Darke	Yes
Defiance	Yes
Delaware	Yes
Erie	Yes
Fairfield	
Fayette	Yes
Fulton	Yes
Gallia	Yes
Geauga	Yes
Greene	Yes
Guernsey	Yes
Hancock	Yes
Hardin	Yes*
Harrison	Yes
Henry	Yes
Highland	Yes
Hocking	Yes*
Holmes	Yes*
Huron	Yes
Jackson	
Jefferson	Yes

County Name	Market Vacancy - All
Knox	Yes*
Lake	Yes
Lawrence	Yes
Licking	Yes
Logan	Yes
Lorain	Yes
Madison	Yes
Marion	Yes
Medina	Yes
Meigs	Yes*
Mercer	Yes*
Miami	Yes
Monroe	Yes*
Morgan	Yes*
Morrow	
Muskingum	Yes
Noble	Yes*
Ottawa	
Paulding	
Perry	Yes
Pickaway	
Pike	
Portage	Yes
Preble	
Putnam	
Richland	
Ross	Yes
Sandusky	
Scioto	Yes
Seneca	
Shelby	Yes
Trumbull	Yes
Tuscarawas	
Union	
Van Wert	
Vinton	Yes*
Warren	
Washington	Yes
Wayne	
Williams	Yes
Wood	Yes
Wyandot	Yes*

Submarket Name	Market Vacancy - All
Akron Central	Yes
Akron East	Yes
Akron North	
Akron Northwest	
Akron South	Yes
Akron West	Yes
Canton Central	
Canton East	
Canton North	Yes
Canton West	Yes
Cincinnati Central	Yes
Cincinnati Near East	Yes
Cincinnati North Central	
Cincinnati Northeast	Yes
Cincinnati Northeast Central	
Cincinnati Northwest	Yes
Cincinnati Southeast	
Cincinnati Southwest	
Cleveland Downtown	
Cleveland East	Yes
Cleveland South	Yes
Cleveland South Central	Yes
Cleveland Southeast	Yes
Cleveland Southwest	
Cleveland West	Yes
Columbus Central	Yes
Columbus East	
Columbus North Central	Yes
Columbus Northeast	
Columbus Northwest	
Columbus Southeast	
Columbus Southwest	
Dayton East	Yes
Dayton Huber Heights	
Dayton Northwest	Yes
Dayton Southeast	Yes
Dayton Southwest	Yes
Dayton Vandalia	Yes
Toledo Downtown	
Toledo North	Yes
Toledo Oregon	Yes
Toledo South Central	
Toledo Southwest	Yes
Toledo West	Yes
Youngstown Northeast	Yes
Youngstown Northwest	
Youngstown Southeast	
Youngstown Southwest	

Q. PENETRATION RATE POINT TABLE

Yes = project is eligible for 2 points; 40-60 PR = 2005 Penetration Rate for households with incomes between 40% AMGI and 60% AMGI; Family = project open to all households; Senior = projects targeting households age 55 years and older and qualifying for senior points (competitive criterion # 4).

In order to qualify for points, the average 40-60 penetration rate as determined in the OHFA's analysis, must be less than the state average of 26.2% for family and 18.9% for senior. The data tables, description of methodology for the 40-60 penetration rates, and definition for Submarkets are posted on the OHFA web site: www.ohiohome.org

County Name	40-60 PR Fam	40-60 PR Sen
Adams	Yes	
Allen		Yes
Ashland	Yes	Yes
Ashtabula	Yes	
Athens	Yes	Yes
Auglaize		
Belmont	Yes	Yes
Brown		
Butler		Yes
Carroll	Yes	
Champaign		
Clark	Yes	Yes
Clermont		Yes
Clinton		Yes
Columbiana	Yes	
Coshocton	Yes	Yes
Crawford	Yes	
Darke	Yes	Yes
Defiance	Yes	
Delaware		Yes
Erie	Yes	Yes
Fairfield	Yes	
Fayette		
Fulton		Yes
Gallia	Yes	Yes
Geauga	Yes	
Greene		
Guernsey		Yes
Hancock		
Hardin		
Harrison		
Henry	Yes	Yes
Highland	Yes	
Hocking		Yes
Holmes	Yes	Yes
Huron	Yes	
Jackson		
Jefferson	Yes	

County Name	40-60 PR Fam	40-60 PR Sen
Knox	Yes	Yes
Lake	Yes	Yes
Lawrence	Yes	Yes
Licking	Yes	
Logan	Yes	Yes
Lorain	Yes	Yes
Madison	Yes	
Marion	Yes	Yes
Medina	Yes	Yes
Meigs	Yes	
Mercer		Yes
Miami		
Monroe	Yes	Yes
Morgan	Yes	Yes
Morrow		Yes
Muskingum	Yes	Yes
Noble		Yes
Ottawa	Yes	Yes
Paulding		
Perry		
Pickaway	Yes	Yes
Pike		
Portage		Yes
Preble	Yes	
Putnam	Yes	
Richland		Yes
Ross		
Sandusky		
Scioto	Yes	Yes
Seneca	Yes	
Shelby	Yes	
Trumbull	Yes	Yes
Tuscarawas	Yes	Yes
Union		Yes
Van Wert		Yes
Vinton		Yes
Warren		Yes
Washington	Yes	Yes
Wayne	Yes	Yes
Williams	Yes	Yes
Wood	Yes	Yes
Wyandot		

Submarket Name	40-60 PR Fam	40-60 PR Sen
Akron Central		Yes
Akron East	Yes	Yes
Akron North	Yes	Yes
Akron Northwest		Yes
Akron South	Yes	
Akron West	Yes	
Canton Central	Yes	Yes
Canton East	Yes	Yes
Canton North	Yes	Yes
Canton West	Yes	Yes
Cincinnati Central		
Cincinnati Near East	Yes	Yes
Cincinnati North Central	Yes	
Cincinnati Northeast	Yes	Yes
Cincinnati Northeast Central	Yes	Yes
Cincinnati Northwest	Yes	Yes
Cincinnati Southeast	Yes	Yes
Cincinnati Southwest	Yes	Yes
Cleveland Downtown		
Cleveland East		
Cleveland South	Yes	Yes
Cleveland South Central		Yes
Cleveland Southeast	Yes	Yes
Cleveland Southwest	Yes	Yes
Cleveland West	Yes	Yes
Columbus Central		Yes
Columbus East		
Columbus North Central	Yes	Yes
Columbus Northeast		
Columbus Northwest		
Columbus Southeast		Yes
Columbus Southwest		
Dayton East	Yes	
Dayton Huber Heights		Yes
Dayton Northwest		
Dayton Southeast		Yes
Dayton Southwest		Yes
Dayton Vandalia	Yes	
Toledo Downtown		
Toledo North	Yes	Yes
Toledo Oregon	Yes	
Toledo South Central	Yes	Yes
Toledo Southwest		Yes
Toledo West	Yes	Yes
Youngstown Northeast		Yes
Youngstown Northwest	Yes	
Youngstown Southeast	Yes	Yes
Youngstown Southwest	Yes	Yes

R. GROWTH RATE POINT TABLE

Yes = project is eligible for 1 point; Growth Rate 0-60 = Projected Growth Rate (2005 to 2010) for households with incomes between 0% AMGI and 60% AMGI; Family = project open to all households; Senior = projects targeting households age 55 years and older and qualifying for senior points (competitive criterion # 4).

In order to qualify for points, the average 0-60 growth rate as determined in the OHFA's analysis, must be greater than 0.0%. The data tables, description of methodology for the 0-60 growth rates, and definition for Submarkets are posted on the OHFA web site: www.ohiohome.org

County Name	Growth Rate 0-60 - Fam	Growth Rate 0-60 - Sen
Adams	Yes	Yes
Allen		Yes
Ashland	Yes	Yes
Ashtabula		Yes
Athens	Yes	Yes
Auglaize		Yes
Belmont		Yes
Brown	Yes	Yes
Butler	Yes	Yes
Carroll		Yes
Champaign		Yes
Clark		Yes
Clermont		Yes
Clinton		Yes
Columbiana		Yes
Coshocton	Yes	Yes
Crawford		Yes
Darke		Yes
Defiance		Yes
Delaware	Yes	Yes
Erie		Yes
Fairfield	Yes	Yes
Fayette		Yes
Fulton		Yes
Gallia		
Geauga		Yes
Greene		Yes
Guernsey		Yes
Hancock	Yes	Yes
Hardin		Yes
Harrison	Yes	Yes
Henry	Yes	Yes
Highland	Yes	Yes
Hocking		Yes
Holmes	Yes	
Huron	Yes	Yes
Jackson	Yes	Yes
Jefferson		Yes

County Name	Growth Rate 0-60 - Fam	Growth Rate 0-60 - Sen
Knox		
Lake		Yes
Lawrence	Yes	Yes
Licking		Yes
Logan		Yes
Lorain		Yes
Madison		Yes
Marion		Yes
Medina		Yes
Meigs	Yes	Yes
Mercer	Yes	Yes
Miami		Yes
Monroe		Yes
Morgan		
Morrow	Yes	Yes
Muskingum		Yes
Noble		
Ottawa	Yes	Yes
Paulding		
Perry	Yes	Yes
Pickaway		
Pike	Yes	Yes
Portage	Yes	Yes
Preble		Yes
Putnam	Yes	Yes
Richland		Yes
Ross	Yes	Yes
Sandusky	Yes	Yes
Scioto	Yes	Yes
Seneca		Yes
Shelby		Yes
Trumbull		Yes
Tuscarawas		Yes
Union		Yes
Van Wert		Yes
Vinton	Yes	Yes
Warren	Yes	Yes
Washington		Yes
Wayne	Yes	Yes
Williams		Yes
Wood		Yes
Wyandot		

Submarket Name	Growth Rate 0-60 - Fam	Growth Rate 0-60 - Sen
Akron Central		Yes
Akron East	Yes	Yes
Akron North		Yes
Akron Northwest	Yes	Yes
Akron South	Yes	Yes
Akron West		Yes
Canton Central		Yes
Canton East		Yes
Canton North		Yes
Canton West		Yes
Cincinnati Central		Yes
Cincinnati Near East		Yes
Cincinnati North Central		Yes
Cincinnati Northeast		Yes
Cincinnati Northeast Central		Yes
Cincinnati Northwest		Yes
Cincinnati Southeast		Yes
Cincinnati Southwest		Yes
Cleveland Downtown		Yes
Cleveland East	Yes	Yes
Cleveland South		Yes
Cleveland South Central		Yes
Cleveland Southeast		Yes
Cleveland Southwest		Yes
Cleveland West		Yes
Columbus Central		Yes
Columbus East		Yes
Columbus North Central	Yes	Yes
Columbus Northeast	Yes	Yes
Columbus Northwest		Yes
Columbus Southeast		Yes
Columbus Southwest		Yes
Dayton East		Yes
Dayton Huber Heights		Yes
Dayton Northwest		Yes
Dayton Southeast		Yes
Dayton Southwest		
Dayton Vandalia		Yes
Toledo Downtown		Yes
Toledo North		Yes
Toledo Oregon		Yes
Toledo South Central		Yes
Toledo Southwest		Yes
Toledo West		Yes
Youngstown Northeast		Yes
Youngstown Northwest		Yes
Youngstown Southeast		Yes
Youngstown Southwest		Yes

S. INCOME-QUALIFIED HOUSEHOLDS TABLE

40-60 Households = Households with incomes between 40% AMGI and 60% AMGI; Family = project open to all households; Senior = projects targeting households age 55 years and older and qualifying for senior points (competitive criterion # 4).

In order to qualify for 1 point, the total number of units proposed must be equal to or less than 2% of the 40-60 income qualified households as listed by county and submarket below. The data tables, description of methodology for the 40-60 income qualified households, and definition for Submarkets are posted on the OHFA web site: www.ohiohome.org

County	40-60 HH - Family	2% of Family HH	40-60 HH - Senior	2% of Senior HH
Adams	525	11	182	4
Allen	1858	37	701	14
Ashland	830	17	298	6
Ashtabula	2044	41	747	15
Athens	1937	39	251	5
Auglaize	559	11	292	6
Belmont	1105	22	845	17
Brown	576	12	200	4
Butler	6767	135	1708	34
Carroll	381	8	183	4
Champaign	596	12	226	5
Clark	2740	55	1077	22
Clermont	2893	58	841	17
Clinton	928	19	312	6
Columbiana	1708	34	847	17
Coshocton	519	10	357	7
Crawford	819	16	327	7
Darke	697	14	362	7
Defiance	493	10	167	3
Delaware	1649	33	351	7
Erie	1531	31	593	12
Fairfield	2319	46	766	15
Fayette	447	9	218	4
Fulton	522	10	197	4
Gallia	566	11	228	5
Geauga	518	10	277	6
Greene	2980	60	674	13
Guernsey	777	16	315	6
Hancock	1489	30	452	9
Hardin	585	12	197	4
Harrison	240	5	113	2
Henry	384	8	135	3
Highland	623	12	258	5
Hocking	479	10	170	3
Holmes	430	9	139	3
Huron	1039	21	369	7
Jackson	584	12	195	4
Jefferson	1133	23	616	12

County	40-60 HH - Family	2% of Family HH	40-60 HH - Senior	2% of Senior HH
Knox	908	18	306	6
Lake	2724	54	1473	29
Lawrence	1164	23	444	9
Licking	2701	54	913	18
Logan	780	16	267	5
Lorain	4835	97	1546	31
Madison	599	12	184	4
Marion	1043	21	488	10
Medina	1773	35	672	13
Meigs	302	6	162	3
Mercer	425	9	222	4
Miami	1900	38	664	13
Monroe	212	4	101	2
Morgan	274	5	77	2
Morrow	320	6	148	3
Muskingum	1329	27	614	12
Noble	181	4	76	2
Ottawa	462	9	249	5
Paulding	182	4	65	1
Perry	421	8	161	3
Pickaway	686	14	350	7
Pike	543	11	218	4
Portage	2986	60	765	15
Preble	543	11	237	5
Putnam	314	6	142	3
Richland	2221	44	1048	21
Ross	1115	22	397	8
Sandusky	890	18	399	8
Scioto	1389	28	687	14
Seneca	905	18	350	7
Shelby	772	15	250	5
Trumbull	3388	68	1777	36
Tuscawaras	1386	28	718	14
Union	683	14	201	4
Van Wert	367	7	113	2
Vinton	193	4	73	1
Warren	2081	42	841	17
Washington	971	19	448	9
Wayne	1878	38	725	15
Williams	577	12	236	5
Wood	2423	48	623	12
Wyandot	347	7	129	3

Submarket	40-60 HH - Family	2% of Family HH	40-60 HH - Senior	2% of Senior HH
Akron Central	2526	51	580	12
Akron East	2768	55	1135	23
Akron North	212	4	138	3
Akron Northwest	1394	28	583	12
Akron South	1588	32	630	13
Akron West	1881	38	689	14
Canton Central	2149	43	668	13
Canton East	1162	23	519	10
Canton North	1692	34	1064	21
Canton West	1701	34	987	20
Cincinnati Central	4676	94	994	20
Cincinnati Near East	2545	51	779	16
Cincinnati North Central	4522	90	1553	31
Cincinnati Northeast	661	13	240	5
Cincinnati Northeast Central	3364	67	1495	30
Cincinnati Northwest	1676	34	445	9
Cincinnati Southeast	727	15	452	9
Cincinnati Southwest	5295	106	1642	33
Cleveland Downtown	1795	36	439	9
Cleveland East	11376	228	4800	96
Cleveland South	1608	32	951	19
Cleveland South Central	5371	107	1474	29
Cleveland Southeast	764	15	556	11
Cleveland Southwest	2079	42	1547	31
Cleveland West	5228	105	2108	42
Columbus Central	2296	46	479	10
Columbus East	7003	140	1693	34
Columbus North Central	6380	128	919	18
Columbus Northeast	6075	122	1329	27
Columbus Northwest	999	20	275	6
Columbus Southeast	2756	55	820	16
Columbus Southwest	4843	97	1167	23
Dayton East	2857	57	693	14
Dayton Huber Heights	716	14	164	3
Dayton Northwest	3305	66	1169	23
Dayton Southeast	3043	61	1349	27
Dayton Southwest	1544	31	477	10
Dayton Vandalia	1387	28	464	9
Toledo Downtown	1597	32	488	10
Toledo North	2053	41	556	11
Toledo Oregon	1294	26	366	7
Toledo South Central	2447	49	514	10
Toledo Southwest	695	14	360	7
Toledo West	2251	45	1179	24
Youngstown Northeast	2526	51	1344	27
Youngstown Northwest	769	15	406	8
Youngstown Southeast	381	8	333	7
Youngstown Southwest	238	5	272	5